

ADDITIONAL COMPENSATION
Reflecting a Specific Dollar Amount to be Paid on Extramural Funds

How to Compute:

1. Take the amount to be paid and divide it by the 1/9th rate.
2. Using Appendix V (Daily Time Factors – Academic Year Appointees), locate the percent closest to the actual daily factor. Note: Always use the larger percent.*
3. The appointment needs to reflect the number of working days associated with that percent.
4. Report the exact percent you want to pay on the Additional Compensation Worksheet and on the OPTRS Time Reporting Roster. (Auditors allow for "partial" days.)

EXAMPLE: \$6,000 divided by \$8977.78 = 0.6683 (OPTRS reporting percent)
12 days = 0.6316 *13 days = 0.6842 (allow 13 days for dates of working days)

Regular Appointment

IR EDB Entry/Update
Appts./Distributions–Condensed

User ID: IRACPST

ID:	090333444	Name:	VAN MUELLER, EDITH		Emp Stat:	A		Pri Pay:	MO			
PAF Gen No:	20				Pg	1	of	2				
Appt	Actions	Pgm	Typ	Bas	Pd Ovr	Appt Begin	Appt End	Dur	Dept	FLSA		
10	—	A	5	09	12	070107	999999	T	344400	1		
Title					Grade	%Full	F/V	Ann/Hr Rate	Rt	Sch	Time	LV
1100	PROFESSOR - ACADEMIC YEAR					1.00	F	80800.00	A	MO	E	N
Dist No	L/A/C/F/P/S	Proj	FTE	Dis %	PayBeg	PayEnd	St/OA	Rate/Amt	DOS	PRQ	D	W
11	9403007199000		1.00	1.0000	100107	999999	1 O	6733.33	REG			

Research Appointment

IR EDB Entry/Update
Appts./Distributions–Condensed

User ID: IRACPST

ID:	090333444	Name:	VAN MUELLER, EDITH		Emp Stat:	A		Pri Pay:	MO			
PAF Gen No:	10				Pg	2	of	2				
Appt	Actions	Pgm	Typ	Bas	Pd Ovr	Appt Begin	Appt End	Dur	Dept	FLSA		
20	13	A	5	09	09	070108	071708	—	344400	1		
Title					Grade	%Full	F/V	Ann/Hr Rate	Rt	Sch	Time	LV
3205	RESEARCHER ACADEMIC YEAR 1/9 th					1.00	V	80800.00	A	MO	Z	N
Dist No	L/A/C/F/P/S	Proj	FTE	Dis %	PayBeg	PayEnd	St/OA	Rate/Amt	DOS	PRQ	D	W
21	940300755322		—	1.0000	070108	071708	1 O	8977.78	ACR			