

2024-2025 Negotiated Salary Trial Program (NSTP)

*Fund Manager/Department Manager Certification – **Submission Deadline to APO: May 17, 2024***

Negotiated Salary Trial Program Information:

Negotiated Salary Component (NSC)

- Participating faculty with less than 100% I&R appointment must use the annual base salary multiplied by the percent I&R appointment
- Funding for the NSC must be available for use and in a UCR Account from July 1, 2024 to June 30, 2025
- The NSC may be covered by multiple eligible fund sources
- NSC funding **must come from external funds**
- State funds (19xxx), or other internal funds (e.g. Chancellor’s Fellows awards, overhead funds) may **NOT** be used to cover any portion of the NSC
- **Salary based on approved advancement action effective July 1, 2024, should be used as the basis of the request**
- *Final TUCS will increase for range adjustment and/or advancement effective July 1
- *NSC will remain unchanged when a range adjustment occurs after July 1 and TUCS will increase for the fiscal year

Contingency Funding

- Contingency fund contribution will be covered by the Dean’s Office and must be at least 10% of the total NSC plus benefits

Other

- *Workforce reductions to confer funding eligibility for the NSTP are prohibited*
- *Participation in the NSTP requires full obligation of Summer Salary (applied July-September)*

REQUESTOR’S NAME:	REQUESTOR’S UC PATH ID:	REQUESTOR’S RANK/STEP:	I&R PERCENT:
REQUESTOR’S DEPARTMENT:		REQUESTOR’S COLLEGE/SCHOOL:	

Request Summary

Fiscal Year Appointment

Annual Base Salary (SBS) = Scale rate + O/S (I&R portion only): <i>Enter the requestor’s professorial salary – do not include summer comp, administrative pay/stipends, or current NSTP compensation</i>	
Negotiated Salary Percentage (30% max) (I&R portion only): <i>Enter a percentage here (decimal format) and the actual dollar amount will be calculated below.</i>	
Negotiated Salary Component (NSC) (I&R portion only): <i>Enter a dollar amount here and the percentage will automatically calculate above. If you do not know what dollar amount is requested. Enter the percentage in the cell for “Negotiated Salary Percentage” (above) and the dollar amount will calculate here.</i>	
Total UC Salary (TUCS) Rate* (I&R portion only): <i>Automatically Calculated: Annual Base Salary + Negotiated Salary Component (rounded to the nearest \$100)</i>	
Fiscal Summer Salary Rate (I&R portion only): For appointments made prior to July 1, 2014: Total UC Salary ÷ 11 Please manually calculate as follows: For appointments made on or after July 1, 2014: Total UC Salary ÷ 12	
Fiscal Summer Salary: <i>Enter the amount (decimal format) of summer salary the requestor is planning to</i>	
Fiscal Summer Salary Total: <i>Automatically calculated: Summer Salary Rate × Summer Salary Month Taken</i>	
Annual Administrative Stipends (if applicable): <i>Enter any Administrative Stipends here</i>	
Total Annual Compensation (I&R portion only): <i>Automatically calculated: Total UC Salary + Summer Salary Total + Administrative Stipend</i>	
Composite Benefits Rate (CBR): <i>Automatically calculated: 35.2% of NSC + 7.9% of Summer Increment</i>	
Total needed beyond normal 3 months Summer Salary: <i>Automatically calculated: NSC + Incremental Increase in Summer Salary + Composite Benefits Rate (CBR)</i>	

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Funding

- Provide information regarding funding to be used for funding NSTP participation in 2024-25
- Fund Manger is responsible for verifying funds are used as intended, pursuant to the terms and/or expectations of the funding authority (TIP: make sure the agency does not have limits regarding the faculty's pay rate/salary. When in doubt, get approval from the agency's program manager.)
- Provide information for summer salary funding sources so they are separate from the NSC funding source
- State funds (19XXX), or other internal funds (e.g. Chancellor's Fellows awards, overhead funds) may **NOT** be sed to cover any portion of the NSC including summer salary

Type of Fund	Fund Title	FAU/COA	Amount to be used for NSC or Summer Salary	Start Date	End Date	Indicate if this account will be used to fund the Negotiated Component (NSC) and/or Summer Pay (SUM)	
						<input type="checkbox"/> NSC	<input type="checkbox"/> SUM
						<input type="checkbox"/> NSC	<input type="checkbox"/> SUM
						<input type="checkbox"/> NSC	<input type="checkbox"/> SUM
						<input type="checkbox"/> NSC	<input type="checkbox"/> SUM
						<input type="checkbox"/> NSC	<input type="checkbox"/> SUM
						<input type="checkbox"/> NSC	<input type="checkbox"/> SUM
						<input type="checkbox"/> NSC	<input type="checkbox"/> SUM
						<input type="checkbox"/> NSC	<input type="checkbox"/> SUM
						<input type="checkbox"/> NSC	<input type="checkbox"/> SUM
TOTAL:				*TOTAL must be greater than "Amount needed for participation". See "Amount needed for participation" on page 1.			

TOTAL EXPENDITURES Provide total from all fund sources (contracts, grants, etc.) for FY 2023-24 _____

Fund Manager Certification

INSTRUCTIONS: Please verify and initial lines 1-4. If you are **unable** to verify lines 1-4, please complete line 5 with an explanation

- I have verified the following information with regard to the above-named Requestor:
1. _____ The funds listed in the request are in a UCR account/fund assigned to, or may be used at the discretion and approval of the requestor.
 2. _____ The total dollar amount requested is within the 30 percent limit set forth by the NSTP.
 3. _____ The aggregate of the funds listed in the request are appropriate and sufficient to cover the salary and benefit obligations.
 4. _____ The funds will be in an assigned UCR account/fund as of June 30, 2024, and will be available for use from July 1, 2024 to June 30, 2025. These funds will be encumbered, for the benefit of the requestor, upon approval of this proposal.
 5. _____ The funds listed in the request are: (i) not appropriate and/or insufficient to cover the NSC and associated benefit obligations, or, (ii) will not be available for use from July 1, 2024 to June 30, 2025.

Fund Manager's Name (serving as electronic signature)	Date	Printed Name
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