

## OVERVIEW

The Negotiated Salary Program allows eligible ladder-rank faculty (50% or more in-residence) to contribute external funding resources toward their total University of California (UC) salary. The NSP, like the well-established Health Sciences Compensation Plan (HSCP), allows faculty to utilize external fund sources to support a portion of their total compensation. We are now entering year seven of the Negotiated Salary Program (NSP) on our campus.

Please see below the approved procedures of the Negotiated Salary Program:

## IMPORTANT PRINCIPLES

1. Each participating faculty member meets Good Standing Criteria, understands development of Good Standing criteria and process of appeal/reconsideration.
2. Each participating faculty member is required to generate the additional negotiated income.
3. Each participating faculty member maintains teaching and service activities commensurate with rank and department.
4. Additional compensation for a faculty member may not be at the expense of support of graduate students and postdocs. Rather, additional external funding must be obtained to support participation.

## SUBMISSION TIMELINE

The deadline for submitting 2025-2026 NSP requests **Friday, May 16, 2025, to APO**. No extensions of time to apply will be granted. All requests must be completed correctly and signed electronically. If you have any questions about NSP, the forms, or the process, please reach out to Academic Personnel Office at [academicpersonnel@ucr.edu](mailto:academicpersonnel@ucr.edu).

Please follow the five easy steps below to apply for participation in the NSP. Requestors will be notified of the final decisions regarding their requests throughout the month of June 2024.

[VPAP Memo 2025 NSP \(3/10/25\)](#)

[NSP Implementation Procedures](#)

[NSP Submission Instructions \(3/10/25\)](#)

## Forms

This packet contains Forms A, B, C with built-in calculations (use appropriate Form B for academic year or fiscal year) and formulas.

1. Faculty Request Form (**Form A**)
2. Fund Manager Certification Form (**Form B-Academic/Fiscal Year Faculty**)
  - Academic Year Faculty ([pdf](#))
  - Fiscal Year Faculty (pdf) for appointments **before** July 1, 2014)
  - Fiscal Year Faculty ([pdf](#)) for appointments **after** July 1, 2014

3. Chair/Dean Certification Form (**Form C**).

**NSP Procedures**

Step	Form	Authority	Steps to Take	Submit to:	Deadline:
1	<b>A: Faculty Request Form</b>	Faculty Requestor	Review the NSP Implementation Procedures and confirm funding availability with relevant personnel  <u>Complete and review Form A.</u> Submit via email with Form A completed to Fund Manager responsible for your accounts.	Fund Manager	<b>March 21, 2025</b>
2	<b>B: Fund Manager Certification Form</b>	Fund Manager/Department Manager	Determine that there are authorized funds available to cover the request. Resolve any issues with faculty member and complete the entirety of Form B. Please ensure the negotiated amount is including the approved announced action. If pending action is announced prior to 7/1/25, please resubmit a revised Form B to APO for consideration prior to being entered in UCPath (with new signatures). If pending action is announced after 7/1/25, the NSC (negotiated salary pay component) amount will remain the same.  Complete and review Form B then forward via email Form A and Form B to Department Chair/Associate Dean.	Department Chair/Associate Dean	<b>April 1, 2025</b>
3	<b>C. Chair/Dean Certification Form</b>	Department Chair/Associate Dean	Completes and signs Form C then forwards via email completed Form A, Form B and Form C to Dean.	Dean	<b>May 2, 2025</b>
4	<b>Forms A, B, and C</b>	Dean	Review entire proposal, complete compliance checks and sign Form C. Forward via-email completed NSP packet containing Forms A, B, and C to Vice Provost at <a href="mailto:academicpersonnel@ucr.edu">academicpersonnel@ucr.edu</a>	Vice Provost	<b>May 16, 2025</b>
5	<b>Forms A, B, and C</b>	VPAP	Review and make final determination of NSP request approval or rejection		<b>June 2025</b>