

## Summer Salary FAQ

### What is summer salary?

Summer salary is defined as any compensation paid during the summer period to a faculty member in excess of his or her academic-year salary. The summer period is defined to be the period outside Institutional Base Salary of the academic year appointment.

### How is summer salary calculated?

Federal regulations stipulate that summer salary (*Per Uniform Guidance Summer Salary is referred to as "period outside of the academic year pay"*) supported by sponsored programs must be "computed and paid at a percent effort rate not in excess of the faculty member's official Institutional Base Salary (IBS) divided by the number of months in the period for which that IBS is paid." Therefore, the summer salary for full-time 10-month faculty members working in the summer must be paid at a rate not to exceed 1/10th of the annual IBS of the academic year for each of the two months of the summer period. Summer salary is limited in each case by the terms of the supporting grant or contract and must be in accordance with granting agency policy.

**Note: Academic year salary paid over 10 months – 2 months academic year paid in summer**

**Note: Academic pay over 12 months in July & August is not summer salary and cannot be costed in the summer on grants**

### Can I receive summer salary for my work on a sponsored program done during the academic year?

No, Federal regulations stipulate that summer salary from sponsored programs "must be for actual work performed on the sponsored program from which the funds are paid and must be paid for personal services performed during the period stipulated." In particular, a faculty member cannot be paid in the summer period for work that was done on a sponsored program in the previous 10-month academic year, nor can the faculty member be paid for work that will be done in the following 10-month academic year. Grant and contract sponsors require written Certification of Effort reports signed by the faculty member that document the time and effort spent on a sponsored program during the period in which the grant work was carried out and for which an individual is being compensated.

**Example:** Professor Smith's IBS for the 10-month academic year is \$100,000 and she proposes to devote 40% effort to a sponsored project during one month of the upcoming summer. The summer salary to be charged to the sponsor for Professor Smith's work/effort on the project will be paid at the rate of 1/10th of \$100,000 or \$10,000 for each month of the summer. Because her percent effort on the project will be 40% during one summer month, a total of \$10,000 x 0.40 or \$4,000 will be allocated for Professor Smith's summer salary.

### If the sponsor will pay it, can I receive summer salary at a rate that is greater than my rate for the academic year?

No, Brown University adheres to federal regulations, which specifically prohibit the use of sponsored program funds to "increase or supplement faculty salaries above the institutional scale for an individual's salary."

### If I receive summer salary, can I still take a vacation?

The payment of summer salary obligates the faculty member to provide the proposed percentage of effort work on the sponsored program for the full period for which compensation is paid. A faculty member who requests summer salary for 100% effort\* on sponsored program activities for all 2 months of the summer must forego vacation entirely during the two summer months.

*\*Requires prior approval*

### What happens if I am working on more than one sponsored program in the summer?

A faculty member may work on more than one sponsored program and receive summer salary from each one, but no more than 100% effort is committed each month to the combination of the sponsored programs. In addition, the faculty member must include in the cumulative total of effort any other university responsibilities during the summer (e.g., departmental administration, student advising, curriculum review, professional development).

### Is it true that some agencies place caps on summer salary?

Certain agencies place caps on summer salary that can be paid to faculty members working on sponsored programs. If applicable, agency salary caps supersede university regulations (i.e., NSF and NIH). The National Institutes of Health (NIH) allows summer salary but the total amount the faculty member can charge during the year is limited to "Executive Level I of the Federal Executive Pay scale." [https://grants.nih.gov/grants/policy/salcap\\_summary.htm](https://grants.nih.gov/grants/policy/salcap_summary.htm)