Full-time faculty with appointments of less than 12 months may receive compensation for work on a sponsored project during the summer months¹ (“Summary Salary”), as follows:

1. Summer salary is allowable subject to the regulations of the funding agency and University policy.

2. Faculty who receive Summer Salary must expend the effort associated with the Summer Salary during the summer period. Effort expanded during the academic year does not satisfy a commitment related to the receipt of Summer Salary.

3. The maximum amount of Summer Salary permissible is three-ninths of the faculty’s regular academic year salary. In other words, in any year, the faculty member may receive no more than three months of Summer Salary.
   - Summer Salary funded by the National Science Foundation is limited to two months, or two-ninths of the regular academic year salary.
   - Each month of Summer Salary represents one month of full-time effort

4. The rate for Summer Salary is the same as the rate for the regular academic year salary. Because Columbia’s fiscal year begins on July 1, the Summer Salary rate is as follows:
   - June: 1/9 of current regular academic year salary.
   - July/August: 1/9 of succeeding year’s academic salary for each month worked.

5. In any sponsored project application for Summer Salary, the budget justification must state explicitly that the salary listed in the budget for the faculty in question represents a portion of his or her Summer Salary.

6. NIH’s maximum salary limitation applies to summer salary just as it does to academic year salary. Therefore, any monthly summer salary charge is limited to one-twelfth of the NIH maximum.

7. Processing of Summer Salary payments should follow the usual procedures in WebSAF.

Note: Consistent with the sponsor’s policy, faculty who receive summer salary for work during the summer and also work on their sponsored projects during the academic term may, with departmental approval: (1) charge a portion of their academic-year salary (i.e., institutional base salary) to sponsored projects for work done during the academic term; and (2) receive non-sponsored additional compensation during the summer for non-sponsored University activities.²

For additional information, please contact effort-reporting@columbia.edu.

¹ The Graduate School of Business is on a trimester schedule. Therefore, in some cases, faculty in that School may be entitled to receive “summer salary” during the Spring or Fall terms.
² See the University Policy on Charging Compensation to Sponsored Projects for Officers of Instruction, at http://policylibrary.columbia.edu/summer-salary-and-additional-compensation.