

## Effort Reporting Sponsored Summer Salary<sup>1</sup>

Full-time faculty with University appointments of less than 12 months may obtain “Sponsored Summer Salary” to work on sponsored projects during the summer months<sup>2</sup> (or other periods not included in the IBS period), as follows:

1. Sponsored Summer Salary is paid as additional compensation in accordance with the University’s policies on additional compensation in the Faculty Handbook.
2. Each month of Sponsored Summer Salary represents one month of full-time effort.
3. Individuals who receive Sponsored Summer Salary must expend the associated effort during the summer or other non-IBS period. Effort expended during the academic year or IBS period does not satisfy a commitment related to the receipt of Sponsored Summer Salary.
4. The maximum amount of Sponsored Summer Salary permissible is three-ninths of the individual’s regular academic year. In other words, in any year, an individual may receive no more than three months of Sponsored Summer Salary.
5. Individuals may not receive Sponsored Summer Salary to fund activities other than Sponsored Projects. That means that to the extent that an individual is engaged in non-sponsored University activities, including proposal writing, (s)he may not be compensated for that work from sponsored projects.
6. Individuals providing less than 12 months of service who receive sponsored academic-year salary may also receive non-sponsored summer salary, with the expectation that they will perform non-sponsored University activities during that time.
7. The rate of pay for Sponsored Summer Salary must not be in excess of the IBS rate. Because Columbia’s fiscal year begins on July 1, the Summer Salary rate is typically 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.
8. Sponsored Summer Salary does not accrue any vacation time. Accordingly, Sponsored Summer Salary may only be charged to a sponsored project to the extent of time actually devoted to the sponsored project.
9. 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.

For additional information, please contact [effort-reporting@columbia.edu](mailto:effort-reporting@columbia.edu).

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<sup>1</sup>See the University Policy on Charging and Documentation of Personnel Costs Charged to Sponsored Projects, at <http://policylibrary.columbia.edu/policy-charging-and-documentation-personnel-costs-charged-sponsored-projects>.

<sup>2</sup>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.