Funding vs. Pay

Topic Based Zoom

6/21/23
### Funding vs Pay

<table>
<thead>
<tr>
<th>Funding</th>
<th>Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Funding is stored at the position level</td>
<td>• Employees are paid based on their Job Data and Time &amp; Attendance</td>
</tr>
<tr>
<td>• Position Funding establishes what funding source will get charged whenever the employee receives pay</td>
<td>• Monthly Employees are paid based on Payroll Status (paid/unpaid), FTE, any exceptions reported in T&amp;A, and any additional pay entered in the system</td>
</tr>
<tr>
<td>• If funding is not set up in time the pay will get charged to the department default</td>
<td>• Biweekly Hourly Employees are paid based on Payroll Status (paid/unpaid), hours they report in T&amp;A and any additional pay entered in the system.</td>
</tr>
<tr>
<td>• Use Direct Retros to move payroll expenses from one funding source to another</td>
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</tbody>
</table>
High Level Overview of Funding & Pay

Position Funding

Job Data

Time & Attendance

Paycheck (Pay Confirm/ Payroll Calculation)

UCPath Funding routing happens here

Labor Ledger (DOPE)
UCPath Funding Routing

Error with Position Funding Entry (program code field: FND, END, CMB)

Pay Confirm (Payroll calculation)

Blank Earn Code in Funding Screen

UCPath Position “Catch All”

This is not a "default"

UCPath Default Funding Profile

Unallocated Pay (MCOP)

UCPath Default Funding Profile

No Funding Issues

UCPath “GL” Confirm

Posts to Labor Ledger (DOPE)

UCPath Department Default (formerly VC Default)

validation in UCPat

Yes

No

OFK Chartstring error: lapsed award end date, missing funding source/task,

Validation passed within OFK

Job Aid: Payroll Reconciliation Toolkit
Direct Retros (aka moving Pay to different Funding)

- When pay was charged to the incorrect funding source, do a Direct Retro to move the amounts charged to the incorrect funding source to the correct funding source.
- Because Funding does not generate Pay, you can only move the dollar amounts originally charged.
# Deadlines

<table>
<thead>
<tr>
<th>Funding Deadlines</th>
<th>Pay Impacting Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>• E-702 Funding Entry Page is due by 7pm the day before the pay confirm</td>
<td>• Employee Data Change Deadline</td>
</tr>
<tr>
<td>• Direct Retro deadlines to post in the same accounting period</td>
<td>• Employee data changes that affect payroll must be submitted</td>
</tr>
<tr>
<td>(DRs that are final approved after DR deadline but before end of calendar month</td>
<td>and approved in UCPath by 3:00 PM (This includes Recurring</td>
</tr>
<tr>
<td>may result in mismatch between Acctg Period and Run ID)</td>
<td>Additional Pay entered via PayPath and Self Service</td>
</tr>
<tr>
<td></td>
<td>Transactions Links via the E330 batch load process)</td>
</tr>
</tbody>
</table>
Local Resources | UC San Diego’s UCPath Resource Site

UCPath information for Self-Service Users (Employees and Managers) and Transactional Users (Initiators, Approvers, Inquiry)

- **Troubleshooting Incorrect Pay**
- **HR Status Vs. Payroll Status**
- **Payroll Reconciliation Toolkit**
- **Correcting Discrepancies in UCPath Labor Ledger (DOPES) Caused by UCPath Fund Entry Errors**
- **Correcting Discrepancies Between OFC General Ledger (GL) and UCPath Labor Ledger (DOPES)**
- **Understanding Default and Catch-All Funding Sources**

https://ucpath.ucsd.edu/
Local Resources | UC San Diego Services & Support

- Knowledge Base Articles
- Browse by category or search by keyword
- Submit a case to the local UCPATH support team

https://support.ucsd.edu/
Local Resources | Business Analytics Hub

- [https://bah.ucsd.edu/hr-payroll/index.html](https://bah.ucsd.edu/hr-payroll/index.html)
- Browse by tab or search by keyword
- Click [View Details](https://bah.ucsd.edu/hr-payroll/index.html) hyperlink to read report description and criteria

- Funding Issues Report
- Funding and Project End Date Report
- Position Funding Report
- Positions without Funding Report
- Direct Retro Summary Report
- DOPE Report

[https://bah.ucsd.edu/hr-payroll/index.html](https://bah.ucsd.edu/hr-payroll/index.html)
When something like a stipend is added by HR to someone's pay - how long does that take to appear in UCPath (I need to make sure the funding for it is correct)? It all depends on when the transaction is submitted/locally approved. If it misses the employee data change deadline then it will be added to the following paycheck. Funding you can add at any time, just make sure the funding effective date is on a date that is on or before the stipend earnings begin date (use pay period begin dates).

Should all faculty with multiple components of pay (ie. HCOMP faculty) have an MCOMP worksheet? Yes. The Salary Cap/MCOP worksheet is for employees with multiple components of pay.

What does E-702 mean? CEMLI – it’s just a number that is given to the online Funding Entry pages.