



Fellow/Trainee Payment Solution – JEMS Update



February 16, 2023



Background

- Trainee/Fellow require monthly or annual stipend amount
 - Comply with sponsor terms and conditions which cannot be changed
 - Sponsors set pay rate, FTE, and dates which cannot be altered to fit the biweekly calendar
 - Altering employment data can raise flags during audits and appear that the recipient was paid incorrectly
- Transition to biweekly payroll impacted stipend amounts that do not align with accurate pay based on sponsor terms and conditions
- Impacted Titles:
 - Advanced Opportunity Fellow (SA001), Predoctoral fellows (SA002), Predoctoral Trainees (SA013), Postdoctoral Trainees (PD004) and Postdoctoral Fellows (PD003)



JEMS – F/T Calc Report

- Updates to JEMS F/T Calc Report output
 - Comp Rate
 - Award Amount
 - Session Code

Comp Rate: 23,727.00	Pay Basis C	Session Code S2
Award Amount: 11,863.50		
BW Stipend Amount: 1,216.77		



Underpayments

- Single semester C-basis appointments may result in underpayments
 - Amount paid is below the stipend rate
 - Discussed at December 15 HRS Coordinators meeting
- Lump Sum Payment at or near end of the appointment
 - Paid through Add'l pay
 - Earnings Code = STL
- F/T Calc Report changes to assist with underpayments:
 - SGA Amount displays "0"
 - Underpayment amount in Balance
 - Explanation of solution pop-up



JEMS – F/T Calc Report for Underpayments

Comp Rate: 23,727.00		Pay Basis C		Session Code S2		
Award Amount: 11,863.50						
BW Stipend Amount: 1,216.77						
PP Start Date	PP End Date	Check Date	Num Days	Period Rate	SGA Amount	Adjusted Payment
01/01/2023	01/14/2023	01/26/2023	7	851.74	0	851.74
01/15/2023	01/28/2023	02/09/2023	10	1,216.77	0	1216.77
01/29/2023	02/11/2023	02/23/2023	10	1,216.77	0	1216.77
02/12/2023	02/25/2023	03/09/2023	10	1,216.77	0	1216.77
02/26/2023	03/11/2023	03/23/2023	10	1,216.77	0	1216.77
03/12/2023	03/25/2023	04/06/2023	10	1,216.77	0	1216.77
03/26/2023	04/08/2023	04/20/2023	10	1,216.77	0	1216.77
04/09/2023	04/22/2023	05/04/2023	10	1,216.77	0	1216.77
04/23/2023	05/06/2023	05/18/2023	10	1,216.77	0	1216.77
05/07/2023	05/20/2023	06/01/2023	10	1,216.77	0	1216.77
05/21/2023	06/03/2023	06/15/2023	0	0	0	0
Total Pay				11,802.66	Biweekly pay does not reach award amount.	
Balance				(60.84)	Pay balance via WfAP, earnings code STL	



Questions?

