SEEBME Faculty Meeting - LVS, EXC, and Percent Effort

Monday, March 11, 2013

Frank M. Gerner, Ph.D.
Senior Associate Dean
College of Engineering and Applied Science
LVS, EXC, and Percent Effort

- More detailed training materials will be posted
- Frank Gerner, 556-2646
Labor Verification Statements

- Verification of Labor is mandated by the federal government to verify that direct labor charges either directly to a sponsored project or cost shared to a project. This must be reasonable and reflect actual work performed.

- By signing the EXC Labor Verification Statement, the faculty member is certifying that work was completed at that rate, on that project, during that time period. Research effort must also be certified by the PI.

- The completed EXC LVS is due to the Provost Office within 30 calendar days from the last day of the range of the EXC break period.

- The person signing the statement must be a person with first-hand knowledge of the effort expended.

- Labor Verification Reports are done once each semester.

- If LVS is not signed, UC may have to return money to federal funding agency.
EXC

- EXC is used for extra compensation from research grants and contracts
- Non-grant EXC is used for extra compensation from other sources
EXC can only be paid during a recess period

- If you are being paid your 9 month salary for teaching fall and spring semesters; summer is a recess term
- If you are being paid your 9 month salary to teach in spring and summer semesters, fall is your recess semester
- If earning full salary on a one (1) semester academic leave (sabbatical), faculty cannot earn any additional pay
- If you have a two semester academic leave at 50% pay, please talk to me
• If summer is not your recess semester, we need a letter to tell which semester is

• The letter approving your sabbatical leave delineates which is your sabbatical semester

• If an audit determines that you were paid during a non-recess term, you will have to return the money

• In some cases in CEAS, this has involved tens of thousands of dollars

• If the audit involves a prior calendar year, you may have to file amended tax returns
Percent Effort

- Effort percentages are based on total professional effort to UC – NOT a standard 40 hr work week

- All LVS reports should total 100% regardless of percent employment or percent of the quarter worked. If a person only worked two weeks of a quarter, the LVS should still total 100%

- During any semester you are collecting EXC, Government Cost Compliance is involved

- The maximum EXC allowable in one academic year is 14/32 of a faculty member’s adjusted annual base salary
Research Faculty

- If paid 100% from a grant, you are working 100% on a grant
- eprfs verify that you are writing proposals, which is normally not part of a contract
- Universis verifies you are teaching, even thesis or dissertation, which is not normally part of a contract
Questions

If you are not sure about something:

- Call Frank Gerner, 556-2646