

ConnectCarolina 2018 User Conference

Demystifying RNF

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Making the connections

Welcome





Agenda:

- Defining RNF
- Describing RNF Eligibility and Non-Eligibility
- Describing how/where to enter RNF
- Discussing when you CANNOT enter the RNF code
- What happens when an ePar with RNF executes
- Useful Information
- Resources
- Final Questions



What is RNF?

- RNF = Regular, No FICA
- It is an Earnings Code which is used to prevent FICA from being charged to the employee for that chartfield string

What is an Earnings Code?

- Describes the type of activity
- It is used to determine taxation, distribution, and more
- 95% are REG (regular)
- BLANK = REG
- A searchable list of earning codes can be found in Infoporte in Tools on the Chartfield Lookup tab



Who is eligible?

- Postdoc TRAINEEs who are on a training grant or fellowship which pays as a stipend, with no allowance for FICA
 - Example: T32, F32, some others
- Some Clinical Fellows

Who is not eligible?

- Postdoc Research Associates
- Employees who are here on special Study/Teaching Visas
 - They show as STT or TCH
- Pre-doc stipends not paid through ePars, HR/Payroll



How does it work?

- It is designated on the ePar's funding grid

*Effective Date + -

Eff Sequence

Budget Amount \$49,688.00

Personalize | Find | L2

Basic Mode Expanded Mode

			Earnings Code	Budget Sequence	Budget Amount	Percent of Distribution	Combo Code	Combo Code Description	Funding End Date
1	+	-	RNF <input type="text"/>	1	<input type="text" value="\$49,188.00"/>	98.994	<input type="text" value="000353370"/>	25210-49000-568770-5111049	<input type="text" value="07/31/2019"/> 31
2	+	-	<input type="text"/>	1	<input type="text" value="\$500.00"/>	1.006	<input type="text" value="000311361"/>	25210-49200-511170-5105463	<input type="text" value="07/14/2019"/> 31

New Total \$49,688.00 Percent 100.000 Unfunded Amount \$0.000 Reconcile



How and where to enter RNF (continued)

Making the connections

- Expanded Mode

Effective Date 08/01/2018

Eff Sequence 0

Budget Amount \$49,688.00

Basic Mode Expanded Mode

			Earnings Code	Budget Sequence	Budget Amount	Percent of Distribution	Combo Code	Combo Code Description	Fund	Source	Account
1			RNF	1	\$49,188.00	98.994	000353370	25210-49000-568770-5111049	25210	49000	568770
2				1	\$500.000	1.006	000311361	25210-49200-511170-5105463	25210	49200	511170



When CAN'T you enter the RNF earn code

- Clinical Fellows (the Earnings Code field isn't on the ePar)
- If the funding grid will only have one line of funding (100% RNF)

*Effective Date 09/01/2018

Eff Sequence 0

Basic Mode Expanded Mode

	Earnings Code	Budg Sequ
1	RNF	

Message

There must be a blank emcd row for effdt 2018-09-01 effseq 0. (24646,41)

	Source	Account
86	49000	568770

Total \$47,484.000 Percent 100.000 Unfunded \$0.000

Amount



When you CANNOT enter RNF (continued)

- Enter it WITHOUT RNF earnings code

*Effective Date 09/01/2018 + -

Eff Sequence 0

Budget Amount 47484.00

Basic Mode Expanded Mode

	Earnings Code	Budget Sequence	Budget Amount	Percent of Distribution	Combo Code	Combo Code Description	Fund	Source	Account
1	<input type="text"/>	1	\$47,484.000	100.000	000353370	25210-49000-568770-5111049	25210	49000	568770

Total \$47,484.000 Percent 100.000 Unfunded \$0.000 Reconcile

- Submit a Help Desk ticket – requesting addition of RNF



- Manual Intervention
- Human Resources Business Analysts add data to JOB (dollars)
- Commitment Accounting Business Analysts update:
 - DBT (department budget table) percentages
 - DBT tax overrides for FICA
 - Adjust project end date (if needed)
 - PAAT adjustment for tax re-distribution (if needed)
- Payroll gets ticket to process retro FICA adjustment
- Lot of work – best to get things correct from the start
- Important: taxation changes cannot cross the calendar year
 - Be sure to make any December changes before the December payroll lockout



What RNF looks like after execution & intervention

Effective Date 07/01/2018



Eff Sequence 0

Budget Amount 47484.00

Basic Mode Expanded Mode

	<u>Earnings Code</u>	<u>Budget Sequence</u>	<u>Budget Amount</u>	<u>Percent of Distribution</u>	<u>Combo Code</u>	<u>Combo Code Description</u>	<u>Fund</u>	<u>Source</u>	<u>Account</u>
1		1	\$47,484.000	100.000	000216014	Default - Biology	27110	14101	511190
2	RNF	1	\$47,484.000	100.000	000325852	25236-49000-568770-5108352	25236	49000	568770

Total \$94,968.000 Percent 200.000 Unfunded \$-47,484.000
Amount

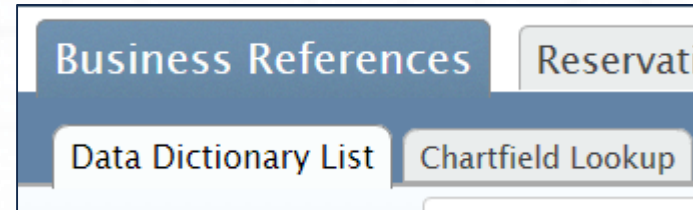
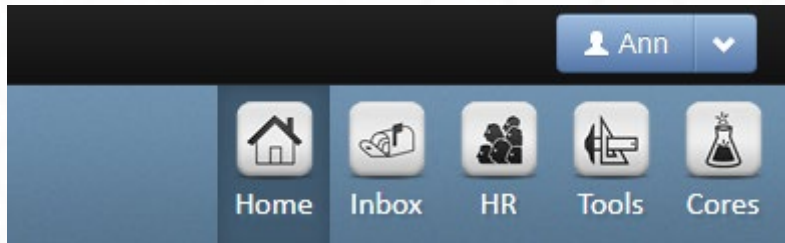
- This was created because there MUST be a REG line (system requirement). You can ignore this.
- If you add a new grid, remove the row (to make the total be the salary amount – not doubled)



- Definition of a stipend:
 - A stipend is provided as a subsistence allowance to help defray living expenses during the research training experience. It is not provided as a condition of employment
 - Note: stipends are not considered salaries or wages for work performed, so stipend/RNF expenses are not captured on effort reports. (refer to <https://research.unc.edu/sponsored-research/operating-standards/#600.5> for more info about effort reporting)
 - NIH K awards (Research Career Development Awards) should be paid as salary (effort) instead of stipend



- Infoporte (if you have access)



Earnings Codes

Show 5 entries

Code	Description
\$AC	All Earnings Codes - System Cd
\$NA	N/A - Retro Place Holder
A18	ARP Lump Sum - Income Type 18
A19	ARP Lump Sum - Income Type 19
AA	Administrative Leave

Showing 1 to 5 of 272 entries

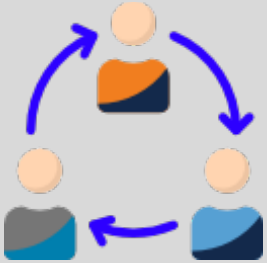


- Stipend levels are designated by the sponsor, dependent upon years of experience
- Most common are NIH Ruth L. Kirschstein National Research Service Award (NRSA) Stipends
- Trainees on NIH training grants must be appointed via xTrain in eRA Commons
- More info about using xTrain can be found at:
https://era.nih.gov/services_for_applicants/other/xTrain.cfm
- How do I get an eRA Commons Account? Please submit a request to ResAdminOSR@unc.edu to create an eRA Commons user ID. Include the following: Full Name, Desired Username, University email and Roles Needed



- Current NIH postdoc stipend rates (for FY 2019 NIH awards)

Years of Experience	Monthly Stipend	Annualized Salary
0	\$4,036	\$48,432
1	\$4,067	\$48,804
2	\$4,099	\$49,188
3	\$4,277	\$51,324
4	\$4,432	\$53,184
5	\$4,609	\$55,308
6	\$4,794	\$57,528
7 or More	\$4,978	\$59,736



Thank You for Your Participation!

