

Overtime and Compensatory Time on Sponsored Projects

11/2/16

Overtime on sponsored projects is allowable when:

- Overtime is budgeted at the proposal stage and approved by the sponsor.
- A reasonable allocation logic is agreed upon by the department and the Sponsored Programs Office when multiple university indexes are affected and a confirmation is attained from the Human Resources and Payroll Office that the payroll system is capable of allocating the overtime appropriately.
- Special care is exercised when working with Michigan Tech's Human Resources and Payroll banner system to implement the allocation logic agreed upon when charging the sponsored project(s).

Compensatory time is not allowed on sponsored projects:

- Care should be taken when agreeing that an individual can take compensatory time rather than being paid overtime. Since compensation time is taken by an individual when they are not working it would not be allowable on a sponsored project.