



# Supplemental Pay Codes Quick Reference Guide

## Supplemental Pay Codes

The table below contains descriptions of the supplemental pay codes found within the OneUSG Connect MSS Supplemental Pay Request. Use this resource to help you decide which supplemental pay type/code to assign to a supplemental pay request.

Supplemental Pay Type	Supplemental Pay Code	Description
<b>Defined Term Payment</b> (Processed by HR)	<i>Academic Admin Assignment</i>	Supplemental pay for Department Chair, Dean, Director of Center, etc
	<i>Academic Consortiums</i>	For teaching eCore, eMajor, etc.
	<i>Add't to Job Responsibilities</i>	For special assignments outside of job description paid over a short period of time
	<i>Addendum to Contract</i>	For special or unique assignments, innovative course development, reviews for online courses
	<i>Car Allowance</i>	For faculty or staff car allowance
	<i>Course Delivery Incentive</i>	Premium per student for online course as incentive to increase online course usage
	<i>Housing Allowance</i>	For faculty or staff housing allowance
	<i>Overload</i>	For teaching above normal course load per Overload Policy, including First-Year Odyssey Seminars
	<i>Part of Job Description</i>	<b>Not currently used by UGA</b>
	<i>Subsistence</i>	For meals provided outside of job requirement
<b>One-Time Payment</b> (Processed by Payroll)	<i>Critical Hire Incentive</i>	<b>Not currently used by UGA</b>
	<i>Employee Award</i>	For service awards, Faculty & Staff awards
	<i>Employee Suggestion Program</i>	<b>Not currently used by UGA</b>
	<i>Faculty Temp Assignment</i>	For work outside of Academic contract for full time faculty, or additional duties for part time faculty
	<i>Goal Based Incentive</i>	<b>Not currently used by UGA</b>
	<i>PPG Incentive (AU)</i>	<b>Do not use – for Augusta University use only</b>
	<i>Practice Plan Payment (AU)</i>	<b>Do not use – for Augusta University use only</b>
	<i>Research Subject Fee</i>	For receiving incentive to participate in a research study
	<i>Staff Temp Assignment</i>	For staff work outside of job description
	<i>Taxable Fringe</i>	For club memberships, ticket discounts, TAP (withhold additional FICA, Federal and State taxes and include in taxable earnings on W-2)
	<i>Taxable Moving Expenses</i>	For relocation expenses reimbursed to employees

### Additional Information

- If you have questions, please contact the OneSource Service Desk at [onesource@uga.edu](mailto:onesource@uga.edu) or 706-542-0202 (option 2).