

# UAW Overpayment Processing & Billing Contracts and Grants

Research Administrators Compliance Forum – March 1, 2023

# Attestation Form and Payroll recovery Plan

The process is handled by a centralized team and no action is requested of campus partners at this time other than the normal monthly financial reviews that RA/PIs currently perform to monitor project awards.

Data Analysis: Submissions were recorded and interpreted by the attestation work group

Confirmation of Data: Supervisors received a report that included 1) the information on the form submitted, 2) how it was interpreted, and 3) whether we believe the employee was overpaid based on the information provided (Feb 9<sup>th</sup> via e-mail)

Payroll Recovery:

- Final report on withheld labor was due to UCPath on Feb 24<sup>th</sup>
- UCPath will be expediting the worksheet calculations and overpayment letters requesting consent from employees impacted
- Employees must provide signed consent before UCPath can recover overpayment (options to repay direct or over six payments)
- Ongoing support from UCPath will be provided (e.g. information we were not able to obtain clarifications by the deadline, cases that are currently in conflict resolution, or new forms that are submitted late)

Conflict Resolution: ELR, BRS, and or department chairs will assist with conflict resolution. Supervisors are advised not to attempt to discuss or resolve issues pertaining to withheld labor (i.e. disagreements regarding amounts, lack of form submission, etc.) directly.

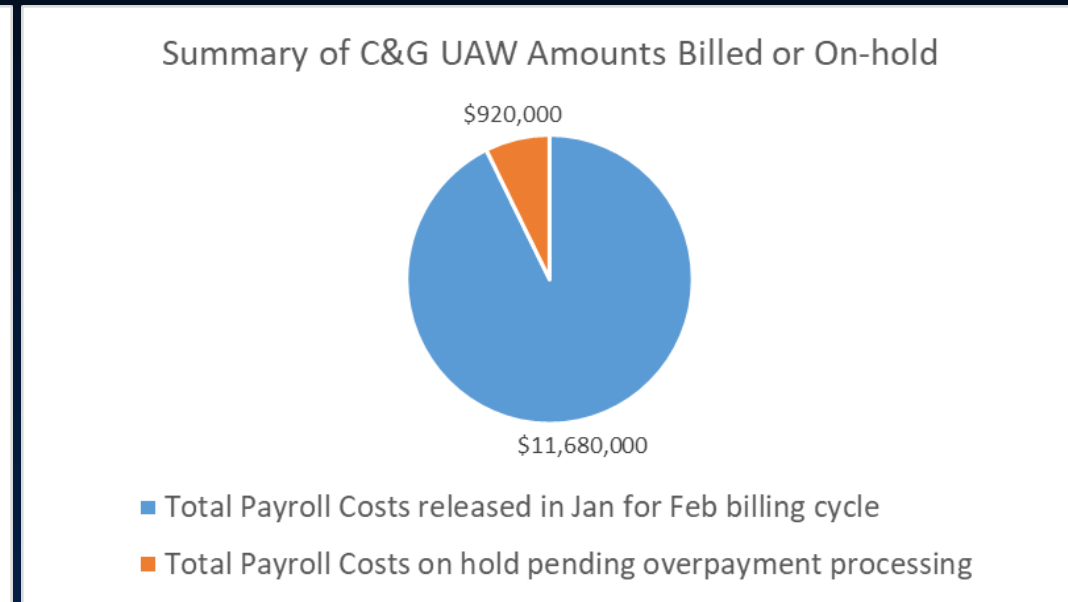
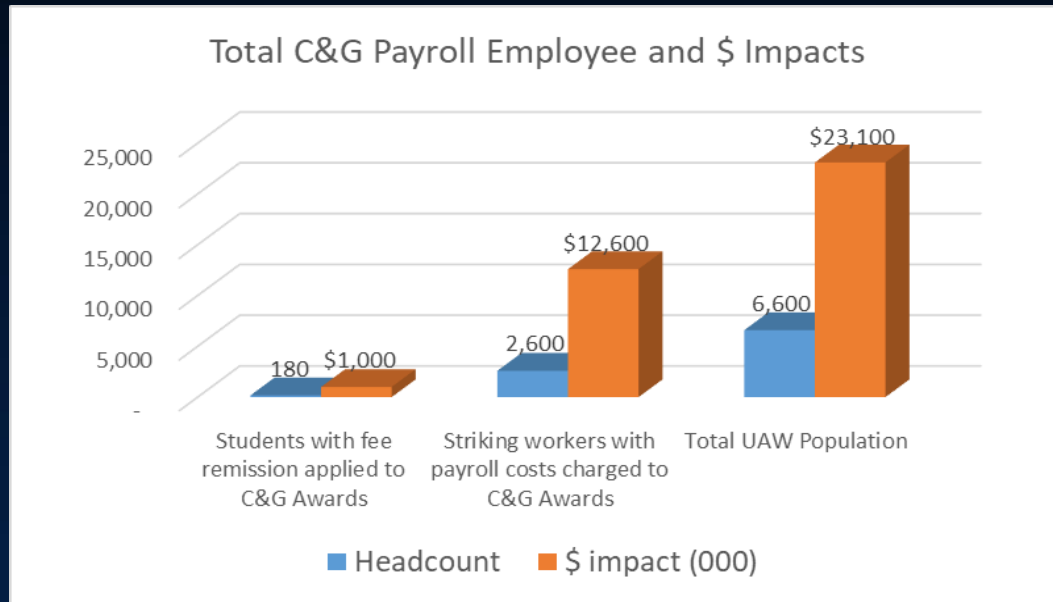
# Attestation and Payroll Data (as of Feb.17)

Summary of Attestation Data	
Total UAW population (employee headcount)	6,625
Total employees that submitted an attestation form	930
Total forms submitted (including duplicates)	1,018
Total forms collected and analyzed for withheld labor	1,010
Approximate number of forms that required follow-up (some required follow up for one of two appt)	250

## Data Interpretation Challenges/Roadblocks:

- Employees misunderstood the form and filled in hours worked when they were suppose to provide hours not worked (i.e. labor withheld)
- Forms were inconsistent in terms of the data that could be provided (i.e. hours per week, days withheld, or % per week) or combinations thereof making it more difficult to try to interpret what the employee meant
- Lack of clear guidelines led to employees providing responses that did not coincide with their appointment setup
- UCOP didn't restrict the type of data that could be entered on the form (i.e. instead of restricting it to numbers only, employees wrote narratives that either didn't answer the question asked and/or provided confusing responses
  - (e.g. "I do not consent to overpayments" or "I made up the time later in the month" or "for my GSI appt I did not work x but worked x for this")

# What's the Impact to C&G Awards?



- *\$12.6M in C&G Nov/Dec related payroll costs put on hold in the Nov & Dec accounting periods.*
- *\$11.8M released in February based on analysis of attestation forms received*
- *Attestation forms continue to come in*
- *Contracts & Grants Accounting will continue to monitor UCPath transactions monthly and reverse the \$920k accrual (referenced above) as actual expenses post to the ledger.*
- *CGA will adjust awards for fee remission reduced eligibility this month (Feb 2023) - ~ \$200k impact*

# Questions

Please direct questions to [strikeattestation2023@berkeley.edu](mailto:strikeattestation2023@berkeley.edu)

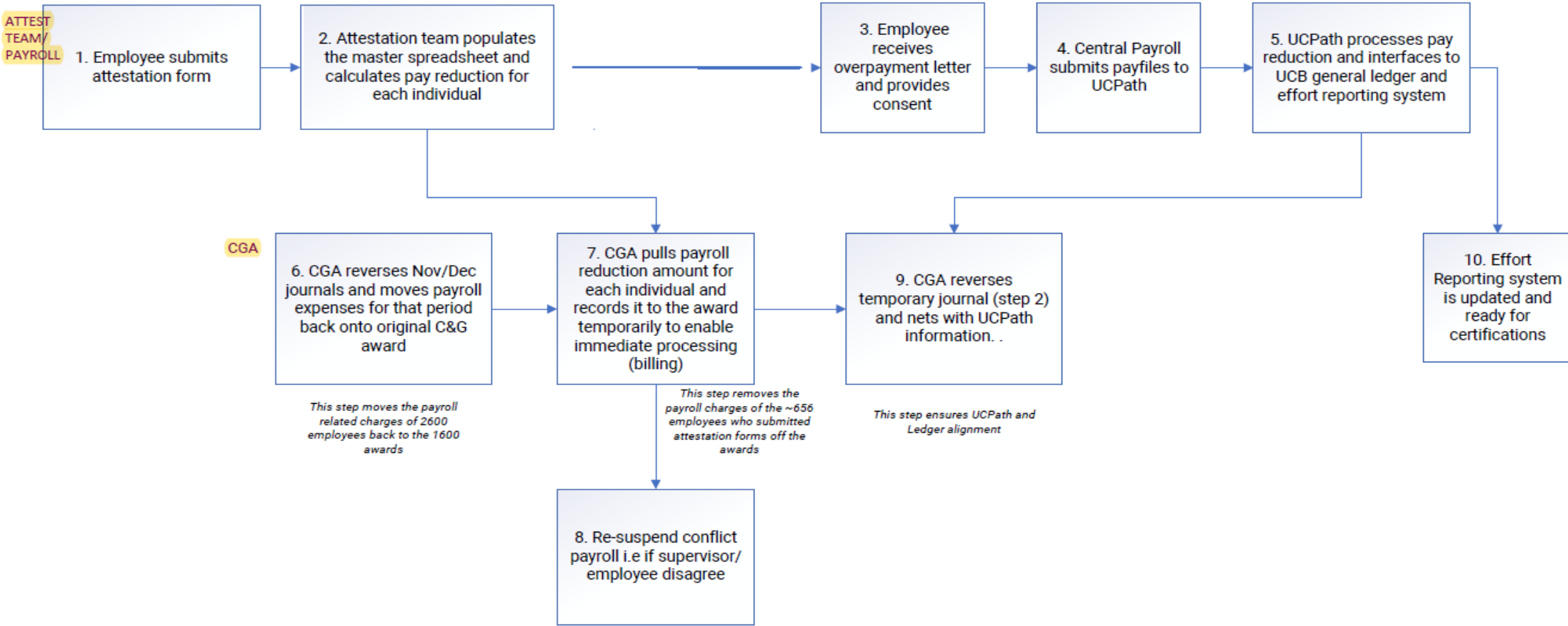
All questions will be reviewed and directed to the subject matter expert (i.e. Employee and Labor Relations, Payroll, Contracts and Grants etc.) for a response.

# Appendix

More detailed flowcharts about the processes developed linking the attestation process and analysis of fee remissions to C&G billing and effort reporting are provided for informational purposes only.

# Contracts and Grants Billing

## Billing during Strike Period



# Contracts and Grants Fee Remission

## Fee Remission Expense Adjustments on C&G Awards

