

KC Default Salary Inflation Month & Budget Category

Salary Inflation Months are defined by MIT HR appointment policy.

Default Inflation Month cannot change. Select the appropriate description/GL type to meet your budget calculation needs.

Research Staff (1/1)

Category	GL	Inflates: January
Other Professionals	400350	Research Staff - On
Other Professionals	400351	Research Staff - On - Reduced EB
Other Professionals	400355	Research Staff - Off
Other Personnel	400262	COLA Supplement - Off - Reduced EB

Senior Research Staff (6/1)

Category	GL	Inflates: June
Senior Personnel	400301	Senior Research Staff - On - No Vacation
Senior Personnel	400311	Senior Research Staff - Off - No Vacation

Senior Research Staff (7/1)

Category	GL	Inflates: July
Senior Personnel	400300	Senior Research Staff - On
Senior Personnel	400303	Senior Research Staff - On - Reduced EB
Senior Personnel	400310	Senior Research Staff - Off

Support Staff (4/1)

Category	GL	Inflates: April
Project Support Staff	400600	Project Support Staff - On
Project Support Staff	400601	Project Support Staff - Off
Project Support Staff	400605	Project Support Staff-On-Reduced EB
Other Professionals	400654	Exempt Technical - On

Faculty & Academic (6/1)

Category	GL	Inflates: June
Senior Personnel	400005	Summer Faculty-On
Senior Personnel	400006	Summer Faculty-On-Reduced EB
Senior Personnel	400025	Faculty Salaries Tenured - On
Senior Personnel	400026	Faculty Salaries Tenured-On-Reduced EB
Senior Personnel	400040	Faculty Salaries Non-Tenured-On
Senior Personnel	400041	Faculty Salaries Non-Tenured-On-Reduced EB
Senior Personnel	400050	Summer Other Academic-On
Senior Personnel	400070	Summer Faculty OFF
Senior Personnel	400090	Faculty Salaries TENURED - Off
Senior Personnel	400105	Faculty Salaries Non Tenured - OFF
Senior Personnel	400115	Summer - Other Academic - Off
Senior Personnel	400135	Faculty Emeriti
Senior Personnel	400136	Faculty Retired Non-Tenured On
Senior Personnel	400140	Other Academic Staff - ON
Senior Personnel	400141	Other Academic Staff - ON-Reduced EB

Administrative Staff (7/1)

Category	GL	Inflates: July
Senior Personnel	400155	Other Academic Staff - Off
Other Professionals	400250	Administrative Staff - On
Other Professionals	400251	Administrative Staff - On -Reduced EB
Other Professionals	400255	Administrative Staff - Off
Other Professionals	400365	Program Manager
Other Professionals	400370	Project Engineering Staff - On
Other Personnel	400450	Service Staff - On
Other Personnel	400451	Service Staff On - Reduced EB
Other Personnel	400452	Service Staff - Off
Other Personnel	400550	Electronic Assembly - On
Other Personnel	400552	Mechanical Assembly - On
Other Personnel	400556	Quality Control - On

Default budget Category CAN change;

You can use a 'custom group' in KC to control if one or all persons change category.

Budget Categories align to sponsor budget forms.

A. Senior/Key Person

Prefix	* First Name	Middle Name	* Last Name
1.			
2.			

Total Funds Requested for all Senior Key Persons in the attached:

B. Other Personnel

* Number of Personnel	* Project Role
1	Post Doctoral Associates
0	Graduate Students
0	Undergraduate Students
0	Secretarial/Clerical
0	Other
3	Other Professionals
0	Allocated Admin Support
4	Total Number Other Personnel

RESEARCH & RELATED Budget (A-B) / Funds Requested

Students (6/1)

Category	GL	Inflates: June
Graduate Students	400700	Graduate Student Staff - On
Graduate Students	400706	Research Asst. - On
Graduate Students	400708	Research Asst. - Off
Undergrad. Students	400754	MIT Students - On
Undergrad. Students	400755	MIT Students - On - Reduced EB
Undergrad. Students	400756	MIT Students - Off
Undergrad. Students	400768	Undergrad S&W UROP - Off
Undergrad. Students	400770	Undergrad S&W UROP - On
Undergrad. Students	400771	Undergrad S&W UROP - On - Reduced EB

Postdoctoral (7/1)

Category	GL	Inflates: July
Postdoctoral	400180	Other Academic (W/vacation)-On
Postdoctoral	400181	Other Academic (W/vacation)-On-Reduced EB
Postdoctoral	400185	Other Academic (W/vacation)-Off
Postdoctoral	400315	Fellows - Non-Student- Not MTDC
Postdoctoral	400390	Post-Doctoral Staff-On

Tip: You can look up the GL on the **Single Point of Entry** screen, but use Assign Personnel to Period option to select & add named persons in the budget