



UNIVERSITY OF CALIFORNIA, OFFICE OF THE PRESIDENT
STAFF RECOGNITION AND DEVELOPMENT PROGRAM (SDRP)

** CASH PAYMENT **

PRINTED Name of Award Recipient: _____ Employee #: _____

Payroll Title: _____ Division: _____ Department: _____

CASH AWARD: This payment will be processed through the UCLA Payroll Personnel System (PPS) on the employee's next pay schedule subsequent to the receipt of this document by the Division/Departmental EDB Preparer. The award will be subject to Federal, State, and Social Security taxes. It will not be considered covered compensation for retirement purposes. All payments will be paid through Sub-Account 2.

Awards reimbursed by the SDRP pool will have an "SPA" DOS code on the Distribution of Payroll Expense report. Departments may use Departmental funds to augment the division's/department's SDRP allocation. Awards from departmental funds will be indicated by an "LEA" DOS code on the Distribution of Payroll Expense report and will not be subject to reimbursement.

Check Appropriate Type of Funding:

- Award amount from: SDRP Pool [] Departmental Funds [] \$ _____ ACCOUNT/FUND : _____
Award amount from: SDRP Pool [] Departmental Funds [] \$ _____ ACCOUNT/FUND : _____
Award amount from: SDRP Pool [] Departmental Funds [] \$ _____ ACCOUNT/FUND : _____

Total CASH AWARD :\$ _____ Should equal award amount from SDRP pool plus Award amount from departmental funds (if applicable)

Department Contact Name and Phone

Department Head Signature/Approval