

Hiring Matrix for Grants and Contracts

Employee Title	University Status	Min Hours Per Week	Benefit Eligible	Employee Benefit Rate	Salaried or Hourly	Pay Type	Pay Cycle	Payment Mechanism	Penncard Status	Virtual Library Access
Research Associate	Non-Penn Affiliate	30	Yes	34.5% [^]	Salaried	Stipend	Monthly	Payroll	Faculty	Yes
Temporary	Non-Penn Affiliate	N/A	No	9.7%	Hourly	Hourly Rate	Weekly [#]	Payroll	Staff	No
Independent Contractor [*]	Non-Penn Affiliate	N/A	No	N/A	Salaried or Hourly	Stipend or Hourly	Monthly or End of Contract	Invoice	Contractor	No
Research Assistant	Enrolled Student	N/A	No	N/A	Salaried	Stipend	Monthly	Payroll	Student	Yes
Student Worker	Enrolled Student	N/A	No	9.7%	Hourly	Hourly Rate	Weekly	Payroll	Student	Yes
Work-Study	Enrolled Student	N/A	No	N/A	Hourly	Hourly Rate	Weekly	Payroll	Student	Yes

[^] Full-time employee benefit rate of 32.2% applies to Federal funded grants only.

[#] See Payroll Coordinator to review on-site project verification of work hours.

^{*} See employee or independent contractor quick guide (PDF).