

University Of Massachusetts Lowell	
Date: July 01, 2001	Section: 3.6
Subject: Honoraria	

An Honoraria is a payment for professional services for which no wage may be established. The payment itself is an honorary award in recognition of that effort. Examples of the types of services for which Honoraria are paid: guest speaker, visiting lecturer, and performing artist. Object Code for Honoraria is 1715. Honoraria are further defined by the following characteristics:

- ? Payment is to an individual (non-employee);
- ? Payment is one time, non-recurring transaction for performance by an individual for the University;
- ? Recipient is usually a distinguished individual whose service may not have a precise value;
- ? Service performed does not normally generate a physical product.

Policy

The expenditures for honoraria are made to individuals who are **not** employees of the University for one time, nonrecurring service. Such payments are honorary awards in appreciation of the services rendered by distinguished persons and groups - for example, presentation of a lecture or concert. Normally, honoraria payments do not result in a tangible end product or in a report. Expenditure for honoraria will be paid from subsidiary HH. The honoraria's rates are calculated to include a detailed estimate of the total cost of round trip travel costs to and from the university. In addition, a token payment may be in appreciation for the service. If both travel expenses and the token payment are to be paid, they will be combined into a single honoraria rate and payment will be processed on a Payment Voucher form together with Standard Contract form.