

SUBJECT:	Faculty Moving Expense	CREATED:	4/24/2023
CATEGORY:	Human Resources	REVISED:	
		APPROVED:	
		EFFECTIVE:	7/1/2023

PURPOSE: standardize processing of faculty relocation expense reimbursement

STANDARD:

Relocation payments for new faculty hires in Tenure Track, and Clinical Asst/Assoc/Prof lines will be provided a relocation payment based on distance from primary work location. Payments will be processed within two pay period after start date.

- \$20k lump sum payment for moves over 1000 miles from primary work location
- \$15k lump sum payment for moves under 1000 miles from primary work location

SPECIAL INSTRUCTIONS:

In extenuating circumstances chairs may request that a faculty hire move be managed thru the UF move policy. In these circumstances, amounts will be capped per below:

- Up to \$15,000 reimbursement of moving related expenses by UF approved vendors for moves over 1000 miles from primary work location
- Up to \$20,000 reimbursement of moving related expenses by UF approved vendors for moves over 1000 miles from primary work location

All relocation and moving expense reimbursements are set per household. Married faculty recruited to UF will receive a prorated amount by the College of Pharmacy. Should both faculty recruits be in the college of pharmacy one full allocation per standards above will be applied.