**INFORMATIONAL CIRCULAR NO. 20-P-006 Supersedes:** 18-P-001

**DATE:** August 8, 2019

**SUBJECT:** Change in Organization Dues Deduction Amounts

**EFFECTIVE DATE:** Payroll Period Ending September 21, 2019

**OCFO CONTACT:** Amanda Entress (785) 296-3887 (Amanda.entress@ks.gov)

**APPROVAL:**

**SUMMARY:** Organization Dues Changes for KAPE

The Board of Directors for the Kansas Association of Public Employees (KAPE) has advised that changes to the regular biweekly dues for members of KAPE will be effective with the payroll period beginning September 8, 2019 and ending September 21, 2019, paid October 4, 2019 as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Deduction Code** | **Hourly Rate of Pay** | **Bi-Weekly Salary** | **Dues Deduction** |
| ORG001 | $ 13.99 or Less | $ 1,119.20 or Less | $13.02 |
| ORG002 | $ 14.00 – 14.99 | $ 1,119.21 – 1,199.20 | $13.81 |
| ORG003 | $ 15.00 – 15.99 | $ 1,199.21 – 1,279.20 | $14.85 |
| ORG004 | $ 16.00 – 16.99 | $ 1,279.21 – 1,359.20 | $18.64 |
| ORG005 | $ 17.00 – 17.99 | $ 1,359.21 – 1,439.20 | $19.74 |
| ORG006 | $ 18.00 or Greater | $ 1,439.21 or Greater | $20.83 |

As a reminder, the service fee will remain $0.06 per biweekly payroll period. Therefore, the amounts listed above include the deduction amount (ORG001-006 deduction codes) and the $0.06 service fee (ORF001-006 deduction codes) added together.

The Office of the Chief Financial Officer, Payroll Systems Team will make the necessary updates to the payroll system to affect all SHARP employees enrolled in the above KAPE dues deductions. Regent’s institutions are responsible for ensuring that these changes are made in their respective systems effective with the payroll period noted above.

NTR:ckw