

Group Term Life (GTL): Imputed Time

In Workday, group term life and imputed income works differently than it did in Lawson. In Lawson, it was both an earning and a deduction because it was adding to the gross in order to account for the taxes. Then it was deducting it back out.

This configuration allows for us to only use one pay code. The earning adds to gross and taxable wages without adding to the gross pay. Since it doesn't add to gross, it doesn't need to be a deduction. Not only does the earning add to the taxable wages, the taxes are then withheld accordingly.

PAYSLIP

If you look at the sample Payslip, you can confirm the gross wages on Federal taxes—it is your gross pay plus your imputed income amount.

HERE, you'll see the totals for the period. Here, you can see that the Gross Pay amount listed differs from the total of the Earnings box below. This is because Workday only has imputed adding the gross taxable income instead of to Gross Pay.

	Hours Worked	Gross Pay	Pre-Tax Deductions	Employee Taxes	After Tax Deductions	Net Pay
Current	80.00	3,461.54	461.08	443.72	0.00	2,556.74
YTD	1,068.00	48,461.56	7,233.44	6,030.47	322.80	34,874.85

Earnings					Employee Taxes			
Description	Dates	Hours	Rate	Amount	YTD	Description	Amount	YTD
Activity			0		173.04	Medicare	50.19	691.48
Coronavirus Leave Taken			0		346.16	Federal Withholding	393.53	5,338.99
Group Term Life - Imputed Incon06/17/2020 - 06/30/2020		0	1.25	6.25				
Holiday			0		1,730.75			
Jury/Court			0		173.08			
Regular			0		42,576.99			
Regular	06/17/2020 - 06/30/2020	80	43.2692	3,461.54	3,461.54			
Earnings				3,462.79	48,467.81	Employee Taxes	443.72	6,030.47

Pre-Tax Deductions			After Tax Deductions		
Description	Amount	YTD	Description	Amount	YTD
Dental PPO - Employee Only		511.32	Dependent Life \$15k		14.64
Employee ERF	461.08	6,455.12	Parking		162.36
Employee Vision Plan		87.00	Supplemental Life Plan 3x		145.80
Medical Option 3 HSA		180.00			
Pre-Tax Deductions	461.08	7,233.44	After Tax Deductions	0.00	322.80

Employer Paid Benefits			Taxable Wages		
Description	Amount	YTD	Description	Amount	YTD
Life Insurance - City		6.62	Medicare - Taxable Wages	3,461.54	47,688.29
City HLT		3,301.48	Federal Withholding - Taxable Wages	3,001.71	41,229.37
City ERF	491.54	6,881.56			
WellProg		13.56			
CityPen	1,194.25	1,194.25			
Employer Paid Benefits	1,685.79	11,405.17			

Federal		State		Absence Balances			
Marital Status	Single			Description	Accrued	Reduced	Available
Allowances	2		0	Compensatory Civilian Time Off Plan	15	0	15
Additional Withholding	0			Sick Civilian Time Off Plan	4	0	74.8
				Vacation Civilian Time Off Plan	5.2	0	97.24

HERE you'll see a box called Taxable Wages. This shows the taxable amount. For Federal Withholding – Taxable Wages, you can arrive at the number shown by adding your Gross Pay, your GTL amount, and then deducting your Pre-Tax Deductions. That amount is what is used to calculate the taxes withheld.