





## ***Effortless Facts: June 2017 Edition***

### **From Financial Compliance for Research!**

-  **CUT-OFF ALERT!!** *SPAR will go to **Query Only** mode at 5:00 pm on June 27, 2017. All FY 2017 SPAR modifications must be processed prior to that time. Please review the attached email "2017 Fiscal Year-End SPAR and SWCT Cut-Off" to learn more details.*
-  *Review the SPARs and labor distribution charges for all **employees who have transferred to or from your department in FY 2017** to ensure their SPAR has been updated appropriately. SPAR modifications made after June 27th will not result in credits to operating accounts (entities 02 and 03) for FY 2017 activity.*
-  *PIs, Dept Admins, Office of Research and FCR all have distinct responsibilities in the monitoring of Subrecipients and associated subawards. Beginning this spring, **semi-annual invoice audits** of certain Subrecipients will be conducted by the Controller's Office (CO) to ensure invoice review and approval are being performed and documented in accordance with the CO's Financial Guideline on Sponsored Project Subrecipient Monitoring (<http://www.cfo.pitt.edu/policies/guideline/UniformGuidance-SubrecipientMonitoring.pdf>).*
-  *Additional Summer workshop dates have been scheduled and posted on our [website](#).*

# June 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
					SPAR in query-only mode at 5:00 pm for month-end closing	
4	5 Deadline for submitting FY17 SWCT requiring 90-day request to FCR is 5:00 pm	6	7 PI Certification Opens	8	9	10
	SPAR in query-only mode for month-end closing	SPAR in query-only mode for month-end closing	SPAR becomes available for update at 6:00 am			
11	12 Deadline for submitting 90-day requests for July-Dec 2016 to FCR is 5:00 pm	13	14	15	16 Deadline for submitting FY17 SWCT to Financial Records Services is 5:00 pm	17
					SPAR in query-only mode from Midnight - 11:00 am for payroll processing	
18	19	20	21	22	23	24
25	26	27	28	29	30	
		SPAR in query-only mode at 5:00 pm for FY-end closing	SPAR in query-only mode for FY-end closing	SPAR in query-only mode for FY-end closing	SPAR in query-only mode for FY-end closing	