

# ***Effortless Facts: July 2017 Edition***

**From Financial Compliance for Research!**

*HAPPY FISCAL YEAR 2018!*



As of July 1, the process for granting and maintaining **RC and Department level SPAR access will be centralized**. SPAR Subset access will continue to be granted and maintained by RC SPAR Administrators and Department SPAR Administrators. In the future, when granting, modifying or deleting SPAR RC and Department accesses, send your SPAR access forms to [SPARhelp@cfo.pitt.edu](mailto:SPARhelp@cfo.pitt.edu).



After June 27, 2017 **SPAR modifications to May-June lines involving 02/03 accounts will be subject to Fiscal Year-End Cut Off rules:**

- Charges to an entity 02 or 03 account will be reflected in the new fiscal year (FY 18).
- Credits to prior year entity 02 or 03 accounts will be received in a General University account.



If you have **less-than-annual faculty** who are working outside their appointment period, please be sure summer salary payments occur in the month the work has been performed so that effort and payroll distribution occur in the same month.



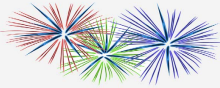
As always, **SPAR Modifiers** will not be able to modify SPARs from July 1 - August 31. Their ability to modify SPARs will restart with the September - December SPARs.



Registration for our summer workshops is available on our [website](#).

- Spots are still available for the Basics of Effort Reporting.
- Proceed with registration even if a workshop is **wait-listed**. We will notify you when spots open up or if additional workshop dates are added to the schedule.

# July 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	 4	5	6	7	8
	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	SPAR in query-only mode for FY-end closing	SPAR in query-only mode for FY-end closing	
9	10	11	12	13	14	15
	SPAR in query-only mode for FY-end closing	SPAR becomes available for update at 6:00 am				
16	17	18	19	20	21	22
			Last day for PIs to respond to 100% effort surveys		Deadline for PI Certification of Effort	
			Basics of Effort Reporting Workshop 9:00-11:00 am		SPAR in query-only mode from Midnight - 11:00 am for payroll processing	
23	24	25	26	27	28	29
	Deans/Chairs notified of uncertified effort		ECRT Workshop 9:00 – 11:00 am		Last date to modify Jan-Apr SPARs without 90-Day exception approval and allow one business day for certification before Write-Off Date	
30	31	AUG 1				
	Last Date to modify Jan-Apr SPAR without 90-Day exception approval, but <b>CAUTION</b> – will not allow time for certification of federal effort*	Write-Off of Uncertified Effort at 7:00 am				

\*Be certain no federal effort is involved in the modification