





Effortless Facts: September 2017 Edition

From Financial Compliance for Research!

-  ***A Faculty Effort Reporting workshop*** will be offered on October 17 at 1:30 pm in the O'Hara Student Center Dining Room. This workshop is open to all PIs who have federal effort reporting duties but will be especially helpful to new federal PIs. Please help the faculty in your area to be aware of this workshop and encourage them to attend. Light refreshments will be served. Registration is available on our [website](#).

-  ***Retroactive salary increases*** in September require the adjustment of all SPARs for previously or newly Cap Eligible faculty. We will host a ***mini workshop*** to demonstrate the impact of retro increases on salary cap compliance and answer any questions you may have on September 20. Please join us by registering on our [website](#).

-  ***The Certifier Payroll Summary Report*** provides details of an employee's monthly salary and effort distributions for any 12-month period. This report is available to all Lead Effort Coordinators and can be found in the Payroll/Cost Share category of the Reports menu. Users must select an individual's name or employee number and the first month/year of any 12-month period. Click [here](#) for an example of this report.

-  ***Many of you may have attended a webinar on Subrecipient Monitoring*** hosted by CoRA. If you are curious about your role in this process, a summary of duties and responsibilities can be found in the University's Subrecipient Monitoring guideline found [here](#).

September 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
	Labor Day	SPAR in query-only mode at 5:00 p.m. for month-end closing	SPAR in query-only mode for month-end closing	SPAR in query-only mode for month-end closing	SPAR in query-only mode for month-end closing	
10	11	12	13	14	15	16
	SPAR in query-only mode for month-end closing	SPAR becomes available for update at 6:00 am			SPAR in query-only mode from Midnight - 11:00 am for payroll processing	
17	18	19	20	21	22	23
			Retroactive Salary Increase Workshop 9:00 – 10:00 a.m.			
24	25	26	27	28	29	30
	National Research Administrator's Day Thank you for the wonderful job you do!					