

# ***Effortless Facts: October 2017 Edition***

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

-  *If you have **new hires or recent transfers** who are unable to be granted SPAR or ecrt access until mandatory training is completed, email [SPARhelp@cfo.pitt.edu](mailto:SPARhelp@cfo.pitt.edu) to get them into seats that have been reserved for such situations.*
  
-  *REMINDER – you have until **December 31, 2018** to complete mandatory training. We appreciate your patience over the next **15 months**, as we secure additional facilities to meet the demand.*
  
-  *Space is still available for the **Faculty Effort Reporting workshop** that will be offered on **October 17 at 1:30 pm** at **O'Hara Student Center in the Dining Room**. Light refreshments will be served. Please encourage your faculty who have questions about effort and certification to register on our [website](#).*
  
-  *The SPAR application has seven **cost share code** options for use with the 32-digit University account number. A quick reference guide to those codes is available [here](#).*
  
-  *Financial Compliance for Research will be **moving** in the final week of September to an interim location while construction continues on our new offices in the Cathedral of Learning. Our mailing address will continue to be 160 Thackeray Hall, but we encourage users to scan and email correspondence to [SPARhelp@cfo.pitt.edu](mailto:SPARhelp@cfo.pitt.edu) for the most efficient and consistent communications.*

# October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 PI Certification Period Opens	7
		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 becomes available for update at 6:00 am	
8	9	10	11	12	13	14
15	16	17 Faculty Effort Reporting Workshop 1:30 – 3:00 p.m.	18	19	20 SPAR in query-only mode from Midnight - 11:00 am for payroll processing	21
22	23	24	25 Basics of Effort Reporting Workshop 9:00 – 11:00 a.m.	26	27	28
29	30	31 Happy Halloween!				