

Effortless Facts February 2018 Edition

From Financial Compliance for Research!



We are hosting a **Faculty Effort Reporting workshop** on February 21 at 9:00 am in the O'hara Student Center Dining Room. This workshop is open to all PIs of federally sponsored projects and will be especially helpful to new federal PIs. Please make the faculty in your area aware of this opportunity to expand their understanding of their effort reporting responsibilities and encourage them to attend. Light refreshments will be served. Registration is available on our [website](#).



Pesky **0.00% federal lines** on effort statements require certification. Effort lines are created when payroll is distributed to an account listed on an employee's SPAR. Subsequent modification to remove all the effort reverses the salary distribution resulting in a 0.00% effort line. If the account is federal, the line will require certification. Please review SPARs in your area prior to the distribution of January payroll for the presence of effort on federal awards that have ended. Modification now to end the effort distribution will prevent the creation of a 0.00% effort line and the later need for its certification.



We are hosting two **Coffee Chats** in the month of February from 9:00 - 10:00 am in 1701 Cathedral of Learning. The "Proxy and Designee Requests" discussion will be held February 7. "Monitoring for Uncertified Effort" is scheduled for February 12. Please [RSVP](#) on our Workshop Registration page.



Spring workshop dates are available on our [Workshop Registration page](#).

February 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
					SPAR in query-only mode at 5:00 p.m. for month-end closing	
4	5	6	7	8	9	10
	PI Certification Period Opens		Coffee Chat: Proxy/Designee 9:00 – 10:00 a.m.			
	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	ecrt workshop 9:00 – 11:00 a.m.		
11	12	13	14	15	16	17
	Coffee Chat: Uncertified Effort 9:00 – 10:00 a.m.					
				Introduction to SPAR Workshop 9:00 – 11:00 a.m.	SPAR in query-only mode from Midnight - 11:00 am for payroll processing	
18	19	20	21	22	23	24
			Faculty Effort Reporting Workshop 9:00 – 10:30 a.m.			
25	26	27	28			
			Advanced SPAR Workshop 9:00 – 11:00 a.m.			