





Effortless Facts March 2018 Edition

From Financial Compliance for Research!

-  *The federal salary scale **Executive II salary amount has been increased to \$189,600** for pay periods beginning on or after January 1, 2018. It is the Controller's Office policy to adjust the SPAR salary cap value with the issuance of the **Executive Order**. Instructions on how to update affected SPARs for the January 1, 2018 effective date can be found [here](#).*
-  *The automated **salary cap functionality** in SPAR has been expanded to include certain non-DHHS sponsors that follow the DHHS salary cap restriction for all of their awards. A listing of these sponsors now participating in the SPAR salary cap functionality can be found [here](#).*
-  *The SPAR application automatically calculates and requires recognition of the appropriate level of Mandatory Cost Sharing (MCS) for awards funded by the DHHS or the four sponsors noted in the previous bullet. Salary restrictions imposed by all other non-DHHS sponsors must be calculated off-line and manually entered in SPAR. It is the **responsibility of the department/grants administrator to monitor individual sponsors' salary cap requirements** and to ensure appropriate recognition of MCS for all employees exceeding the stated salary restriction with effort on the award.*

March 2018

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

*Be certain no federal effort is involved in the modification