

# Effortless Facts October 2018 Edition

## From Financial Compliance for Research!



**Retroactive salary increases in September** require the adjustment of Mandatory Cost Sharing of all SPARs for FY 2019 Cap Eligible Faculty. SPAR users received an **email** detailing this requirement on September 14th from Bev Zern. We will host a one hour workshop on October 11, 2018 to demonstrate the impact of retro increases on salary cap compliance and answer any questions you may have regarding recognition of MCS on retroactive salary increases. Please join us by registering on our **website**.



Please encourage your faculty who have questions about effort reporting and certification to attend the upcoming **Faculty Effort Reporting workshop being held on October 22nd**. Registration is available on our **website**.



Ever wonder how the **information in ecrt** is populated?

- PRISM General Ledger provides full account numbers, account name, RC number and name, Department number and name, and RC/Department structure.
- Project information (sponsor name, project title, start and end dates and PI name) is downloaded from the Research Proposal and Accounting application.
- SPAR application downloads cost share information and retroactive salary redistributions.
- PRISM Human Resources/Payroll applications supply the employee name, employee ID, email, phone, home department and job classification, etc. of each employee and the monthly labor distribution transactions.

All information is downloaded nightly from the source systems noted above. If you see an error in ecrt, the correction must be made in the appropriate source system. The corrected data will be available in ecrt on the next working day.

FCR Website: <http://www.cfo.pitt.edu/fcr/index.php>

Contact Us: [SPARhelp@cfo.pitt.edu](mailto:SPARhelp@cfo.pitt.edu)

# October 2018

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