



Grant and Contract Research Administration Training/Education (G-CReATE)

The Office of Grants and Contracts Administration (OGCA)

Presents:

Standards for Documentation of Personnel Expenses: Effort Certification

Wednesday, October 19, 2016

1:15 pm – 2:15 pm

Rasmuson Library, Room 340

(Media Classroom)

Overview:

The session will elaborate on the Standards for Documentation of Personnel Expenses previously known as “time and effort reporting”. Effort reporting is the process the University utilizes to document effort expended on sponsored projects during each quarterly reporting period. While the prescriptive language has changed, there is a strong focus on accountability and internal controls.

Learning Objectives:

- To understand the purpose of effort certification
- To identify key components of effort certification and who signs
- To learn how to complete an effort certification statement
- To know where to get assistance with effort certifications

Audience:

Faculty, staff, and students

Additional Note:

This and other OGCA G-CReATE sessions can each be counted as 1.0 credit hour for the renewal of a CRA, CPRA, or CFRA certification. For more information, please contact OGCA.