



Effortless Facts June 2020 Edition

From Financial Compliance for Research!



Access to ECC may be delayed on June 4th due to the download of **Monthly Payroll distribution data**. You will receive the following message while the system is processing the data. This processing usually concludes by early afternoon, at which point the system will be available to access.



University of Pittsburgh

Please wait - the application is refreshing the cache. This operation may have been triggered by a change to the data or system settings. The system will redirect you to the appropriate page upon completion.



FISCAL YEAR-END CUT OFF ALERT!!! The SPAR application will go into Query Only mode at 5:00 pm on Thursday, June 25, 2020. All FY 2020 SPAR entries must be recorded prior to this established cut-off. Click [here](#) for more details related to the FY 2020 cut-off dates for 90-Day Exception Requests for both SPAR and SWCTs.



After June 25, SPAR modifications to May-June 2020 lines involving 02 accounts will be subject to **Fiscal Year-End Cut Off rules**:

- Charges to an entity 02 or 03 account will appear in the new fiscal year (FY 21).
- Credits to an entity 02 or 03 account will default to a General University account.



If faculty in your area have a less-than-annual appointment and are planning to work outside their appointment period, please **process all summer appointment information timely to ensure that payroll is paid in the month the work is performed**. This is necessary to maintain accuracy of SPAR payroll distributions and effort reporting information.



A **virtual Faculty Effort Reporting workshop** will be held on June 15 from 10:00 am to 11:30 am via Microsoft Teams. The workshop targets PIs with federal effort reporting responsibilities, particularly new federal PIs. Please encourage any faculty member in your area who is new or has questions about the certification process to attend. Registration is open on our [website](#).

[FCR Website](#)

Contact Us: SPARhelp@cfo.pitt.edu

June 2020

	1	2	3	4	5	6
	Advanced SPAR – Cost Sharing Workshop		Deadline for submitting SWCT 90-day requests to FCR for FY20 for periods prior to Jan 2020 is 5:00pm	ECC access unavailable until after- noon due to Monthly Payroll download		
		SPAR in query-only mode from 5:00 pm on 6/2 through 6:00 am on 6/5 for month-end closing				
7	8	9	10	11	12	13
		Certification Period Opens		Deadline for submitting SPAR 90-day request to FCR for periods prior to Jan 2020 is 5:00 pm		
14	15	16	17	18	19	20
	Faculty Effort Reporting Workshop		Deadline for submitting non-90-day SWCTs to Financial Records Services is 5:00 pm		SPAR in query-only mode from Midnight - 11:00 am for payroll processing	
21	22	23	24	25	26	27
				Last day to make FY20 SPAR modifications		
				SPAR in query-only mode from 5:00 pm on 6/25 through 6:00 am on 7/10 for FY-end closing		
28	29	30	JUL 1	2	3	4
SPAR in query-only mode from 5:00 pm on 6/25 through 6:00 am on 7/10 for FY-end closing						