

Effortless Facts March 2020 Edition

From Financial Compliance for Research!



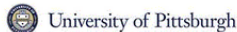
ECC has two **Effort Coordinator roles**, **Lead Effort Coordinator (LEC)** and **Secondary Effort Coordinator (SEC)**. It is recommended that Departments have at least two LECs but may have multiple LECs and SECs. Each department must designate one LEC to act as **Primary Effort Coordinator (PEC)**. The PEC designation may be changed by any department Effort Coordinator at any time. Unlike SPAR where users can have different roles in different departments, in ECC users may only be an LEC or an SEC for all departments where they have access. More detailed information on these roles is available [here](#).



If you have concerns about an effort statement's presentation or anticipate a SPAR modification to the effort statement, **place the effort statement on hold** to prevent an inappropriate certification. An effort statement can only be certified twice, please use them judiciously. The PI certification window is not extended for time spent on hold, therefore, please remove the hold as soon as possible. PIs whose personal effort statement is on hold will not be able to certify any effort statement for which they are responsible. When the hold is removed, the PEC and all associated PIs will receive a system generated email, found [here](#).



Monthly payroll distribution data is downloaded to ECC overnight between the third and fourth working days of each month. Additional time is required by ECC to download and process this large volume of data. Users may receive the following message when logging into ECC. The system will be available again when processing is completed, usually by noon.




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.

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

Contact Us: SPARhelp@cfo.pitt.edu

March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Uncertified Effort Coffee Chat 9:00 – 10:00 am	4	5 ECC opening delayed due to monthly payroll download	6	7
SPAR in query-only mode from 5:00 pm on 3/3 through 6:00 am on 3/6 for month-end closing						
8	9	10	11	12	13 SPRING HOLIDAY	14
15	16	17  90-Day Exception Request Coffee Chat 9:00 – 10:00 am	18 Deadline for Faculty to respond to 100% Sponsored Effort Surveys	19	20 SPAR in query-only mode from Midnight - 11:00 am for payroll processing	21
22	23 PI Certification Due	24 Deans/Chairs notified of uncertified effort	25	26	27	28
29	30 Last date to modify Sept-Dec SPARs without 90-Day exception approval & allow one business day for certification before Write-Off Date	31 Last date to modify Sep-Dec SPARs without 90-Day exception approval, but CAUTION – will not allow time for certification of federal effort*	APR 1 Write-Off of Uncertified Effort at 7:00 am	2	3	4

*Be certain no federal effort is involved in the modification