University of Colorado
Boulder | Colorado Springs | Denver | Anschutz Medical Campus

Personal Effort Report

| Print | Back to List |

Reporting Period: January - May 2021 (Spring)　　　　　**Status:** Current (Not Certified)

Name	███████████
Employee ID	
Employee Status	Terminated

I. Report Your Actual Effort Distribution:

Need Help?
Step by Step Guide to Certifying ePERs
ePERs Online Training

Your effort compensated by CU should total 100%. Even if you are employed part-time or have multiple positions, your effort compensated (excluding stipends) by CU should total 100%.

Your effort is 100% of your time at CU and does not equate to your appointment percentage.

| Position # | ████ | Job Code # | ███ | Research Services Senior Prof | Supervisor: | ██████████ |

Update the PDF by typing/writing the numbers that you are certifying for in the Actual Effort % column.

SPONSORED PROJECTS　　　　　Personalize | Find | 🔳 | 🔲　　First ◀ 1-5 of 5 ▶ Last

SpeedType	Project Number / Description	Sponsor ID / Award Number	PI Name	Payroll Distribution Amount	Payroll Dist %	Pay with Cost Share Effort / NIH Cap	Actual Effort %
████	███████	████	████	████	15	15	15
████	███████	████	████	████	25	25	25
████	███████	████	████	████	25	25	25
████	███████	████	████	████	4	4	4
████	███████	████	████	████	31	31	31

OTHER INSTITUTIONAL SUPPORT

Other Institutional Activities includes instruction, service, department administration, departmental research and clinical duties, including those paid through UPI and included as part of your University appointment. It does not include effort associated with non-university appointments (e.g. VA appointments). If you committed effort as cost sharing on a project, the effort should be included in the Sponsored Projects section above for the applicable project.

| Total Other Institutional Support | Oth Inst Pay % | 0 | Oth Inst % with CS Adj | 0 | Oth Inst Effort % | 0 |

| **Total Effort % for Position #**███**must equal 100%** | Pay Total % | 100 | Pay w/Cost Share Total % | 100 | Effort Total % | **100** |

| Total Effort % for Employee #███ must equal 100 | Pay Total % | 100 | Pay w/Cost Share Total % | 100 | Effort Total % | 0 |

Reminder that effort entered in the Actual Effort % column must be equal to or greater than the Pay with Cost Share Effort column and the Effort Total must equal 100% in order to certify.

II. Certify This Report

Certification by employee OR Certification by responsible official.
I certify that the above estimate of effort expended is accurate and covers all work performed and leave taken consistent with university policy during the stated period.

| CERTIFY |

As Of Date 02/24/2023

████████████████

Provide a signature and date for when you certify this.

I ██████████ was the division administrator for ██████████ during the time of this individuals appointment and termination. I was responsible for oversight of payroll and final financial review for all division matters. I confirm their effort during this time.

Provide a statement of how you know their performance to certify.