***MCED00120_0000[1]Effort Reporting News!***

*January 2013*

**January eFECS Release Provides Increased Functionality**

Several new features will be released with the 7/1/12-12/31/12 FECs scheduled to be available to campus around January 25.

Faculty who change departments will now appear on the MyFaculty List of the home department they were in when they certified the FEC. If the faculty member also changed reporting cycles, the historical cycle will now be accessible and will display the name of the home department at the time of certification.

Historical Average Paid FTE will now display on uncertified FECs. Formerly data was lost after 15 months and the Average Paid FTE was reduced to less than 100% resulting in higher than required salary cap cost share being calculated by eFECS.

Other enhancements will provide additional information on the Cost Share Adjustment History page and the Comments page eliminating the need for additional look ups.

**Compliance Reviews Begin**

MAA is currently conducting compliance reviews of effort reports for 2012 and communicating with departments regarding concerns. These reviews will be ongoing and be performed after the end of each FEC cycle.

Information gleaned from these reviews will be used to clarify reporting guidelines and to enhance training materials. Some recent findings include:

* Incorrect use of the predefined comment “*Non-federal grant(s) approved to be used for cost share. Contributing budget(s) with percent contribution reflected in “Additional Comments” section. Other Salary Sources adjusted as necessary.”* 
  + Use this comment only when using another GRANT as a source of cost share and written confirmation from the sponsor is in department files.
  + Do not use this comment when cost sharing from a non-grant budget in the Other Salary Source section of the FEC. This is normal procedure and does not require clarification.
* Use of a federal grant as a source of cost share for another federal grant.
  + Permission to use a federal grant as a cost share for another federal grant is rare.
  + Written permission from both sponsors must be in the budget file.
  + It is NOT sufficient to put the cost share in the budget without full disclosure to both sponsors.
* Fiscal Directors (Department Administrators) may not certify FECs. Director refers to the head of an organization or department level program.

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Current and prior newsletters are on the FEC website: <http://f2.washington.edu/fm/maa/fec/letters>