

**Workshop: Effort Reporting Systems, Strategies, and Monitoring**

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- I. Overview of Effort Reporting Requirements (*why*)
- II. Effort Reporting Fundamental Principles (*what*)
  - A. Process
  - B. Effort Reporting and Cost Sharing
  - C. Policies and Procedures
  - D. System
- III. Common Issues and Potential Resolutions (*how*)  
(we'll plan to cover most of these, but time may be a factor)
  - A. Managing effort commitments
  - B. Cost transfers and effort certification
  - C. 100% funding from sponsored projects
  - D. Who certifies for whom
  - E. Defining 100% effort
  - F. Summer effort and summer salary
  - G. More on effort reporting and cost sharing
- IV. Case Studies and Problems