

Add or Change Committed Effort Information

Use these instructions to add new or change existing committed effort information.

Prerequisites

- You must have one of the following responsibilities to change award information:
 - ORG Account Establishment Specialist
 - ORG Account Establishment Specialist with Budget Approval
 - o ORG Account Establishment Administrator

To add or change committed effort information:

1. Navigate to Awards, enter the Award Number, click Find, click Open to display the Award Management window.

2. On the Personnel Tab click the Committed Effort Information button	Award Management - DRG Account Establishment Administrator @ TRAINX - 23-APR-2019	
to once the Committed Effort Information form	Operating Unit The Research Foundatic	
to open the committed Effort information form.	Number 40007 Template Funding Source Name Health Research Inc	
	Full Name NYS Smoker's Quittine Follow-up St. Pre-Award Date	
Installments Terms and Conditions Budgetan Control Europing Source Details Contacts Decomposit	Start Date 08-MAY-2006 End Date 31-AUG-2006	
installinents remis and condutoris Dudgetay control i funding Source Details Contacts Personner	Close Date 28-FEB-2007 Award Type Nonfederal	
Committed Effort Information	Purpose Contract Bevenue Hard Limit Status Closed	
	Award Amount 27,000.00 [Invoice Hard Limit Funded Amount 27,000.00	1
	Cost Sharing Matching Information Funding Summary	
	Cost change matching information	
	Installments Terms and Conditions Budgetary Control Funding Source Cenars Contact Personnel	
	23-JUN-2006 Award NYS Smoke's Quitine Follow-up Survey P. P.	
	(4 · · · · · · · · · · · · · · · · · · ·	
	Reports Project Funding	

Oracle will automatically populate the award number.

Oracle will automatically populate the **Principal Investigator's name and the Co-Principal Investigator's name** from the Personnel Tab.

Oracle will automatically populate the **Employee Number** associated with the information from the Person Name that was entered.

 Using the List of Values, enter the Person's Role, either Principal Investigator, Co-Principal Investigator or Other Key Personnel.

RF Committed Effort Info	ormation Form - ORG /	Account Establishment Administrat	or @ TRAINX - 23-	APR-2019			1 2
Award Number 40007						- 1 - 1	
to a specific sponsored	ation: Committed effi project: Commitmen	ort is the amount or percentage o ts are specific and quantified, and	t time that a facui d are generally ex	ty member, resea pressed in terms	rcner or otners com of a percentage or p	mits (agreed to work erson months of wo	. or rk
time over a given project	period. Commitment	s are recognized and must be tra	acked for the princ	pipal investigator/p	roject director, and a	all co-investigators,	
and all persons identifie	d as senior/key perso	nnel in the award document, gra	nt application (pro	posal) or other pro	ject application.		
	Employee		Committed Effort	Committed Effort	Committed Effort	Committed Effort	
Person Name	Number	Person Role	Percent	Person Months	From Date	To Date	
		Principal Investigator			08-MAY-2006		

- 4. Enter the **committed effort percentage**. If entering committed effort person months, the committed effort percentage cannot be entered. If entering committed effort percentage, the committed effort person months cannot be entered.
- 5. Enter the **date** the committed effort percentage or person months information **starts**.

Note: The date entered must fall within the award start and end date.

6. Enter the **date** the committed effort percentage or person months information **ends**.

Note: The date entered must be after the award start date.

7. Select **File > Save** to save your changes.

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		rt is the amount or percenta	ge of time that a f	faculty member, resea	rcher or others com	mits (agreed to wo
i specific sponsored pr	oject. Commitment	s are specific and quantified	, and are general	lly expressed in terms	of a percentage or p	person months of v
e over a given project p	eriod. Commitment:	s are recognized and must b	e tracked for the	principal investigator/p	roject director, and	all co-investigators
all persons identified	as senior/key perso	nnel in the award document	, grant application	n (proposal) or other pro	oject application.	
	Employee		Committed E	Effort Committed Effort	Committed Effort	Committed Effor
Person Name	Employee Number	Person Role	Committed E Percent	Effort Committed Effort Person Months	Committed Effort From Date	Committed Effor To Date
Person Name	Employee Number	Person Role Principal Investigator	Committed E Percent	Effort Committed Effort Person Months 5.00	Committed Effort From Date 08-MAY-2006	Committed Effor To Date 10-MAY-2006
Person Name	Employee Number	Person Role Principal Investigator	Committed E Percent	Effort Committed Effort Person Months 5.00	Committed Effort From Date 08-MAY-2006	Committed Effor To Date 10-MAY-2006
Person Name	Employee Number	Person Role Principal Investigator	Committed E Percent	Effort Committed Effort Person Months 5.00	Committed Effort From Date 08-MAY-2006	Committed Effor To Date 10-MAY-2006