

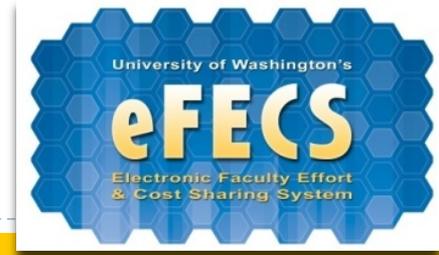
eFECs-Faculty Perspective

Online Faculty Effort Certification

<http://f2.washington.edu/fm/efecs>



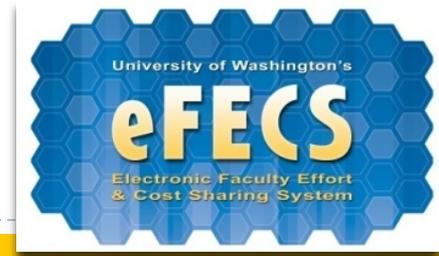
eFECS-Faculty Perspective



Introduction



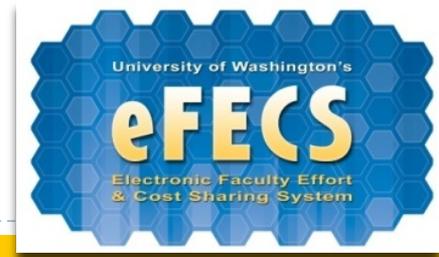
eFECS-Faculty Perspective



Agenda

- ▶ What is eFECS?
- ▶ Why eFECS?
- ▶ Are you required to Certify?
- ▶ When?
- ▶ New Process and Notifications
- ▶ Changes to the Current Process
- ▶ Resources

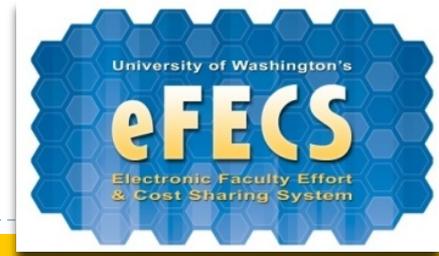
eFECS-Faculty Perspective



What is eFECS?

- ▶ eFECS stands for electronic Faculty Effort and Cost Share system.
- ▶ Web-based system for managing approximately 5000 faculty effort certification (FEC) reports annually.

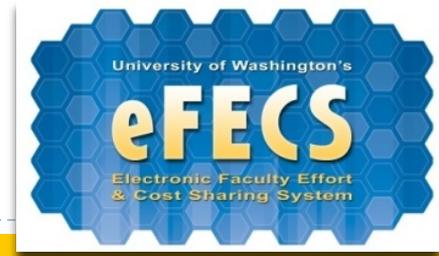
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Why FECs?

- ▶ Federal government requirement to confirm salary distributions reasonably reflect actual effort.
- ▶ The UW uses FEC reports to meet this requirement.
- ▶ Without certified FEC reports, the sponsor paid salaries are considered unsupported and therefore unallowable.

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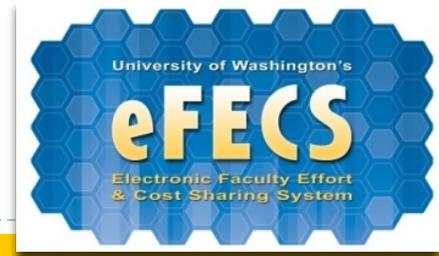


Are you Required to Certify an FEC?

Faculty are required to certify for a reporting period when:

- ▶ They have a faculty job class and are paid Institutional Base Salary (IBS) from sponsored agreements.
- ▶ They have a documented cost share commitment.

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When?

Faculty with FECs are required to certify up to **twice a year**.

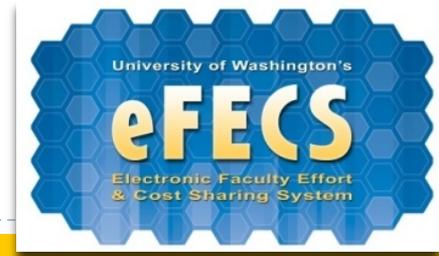
Two reporting cycles on campus, **Calendar** and Academic.

- ▶ Calendar Reporting Cycle

| Calendar Reporting Cycle | | |
|--------------------------|-------------------|-------------|
| Reporting Period | Reports available | Reports due |
| July 1 - December 31 | Late January | March |
| January 1 – June 30 | Late July | September |

- ▶ Online Certification begins January 2012

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When?

Faculty with FECs are required to certify up to **twice a year**.

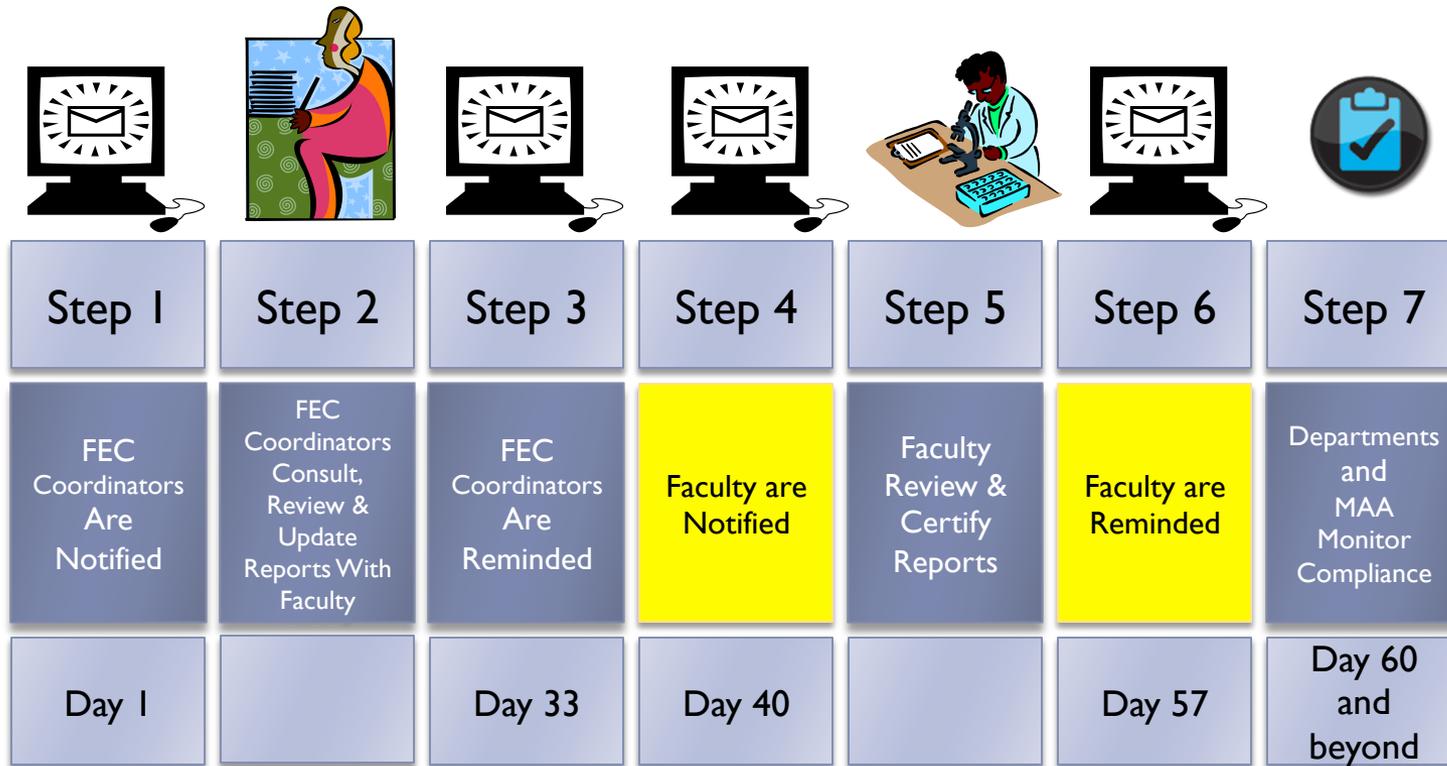
Two reporting cycles on campus, Calendar and **Academic**.

- ▶ Academic Reporting Cycle

| Academic Reporting Cycle | | |
|--------------------------|-------------------|-------------|
| Reporting Period | Reports available | Reports due |
| September 16 – March 15 | April | June |
| March 16 – September 15 | October | December |

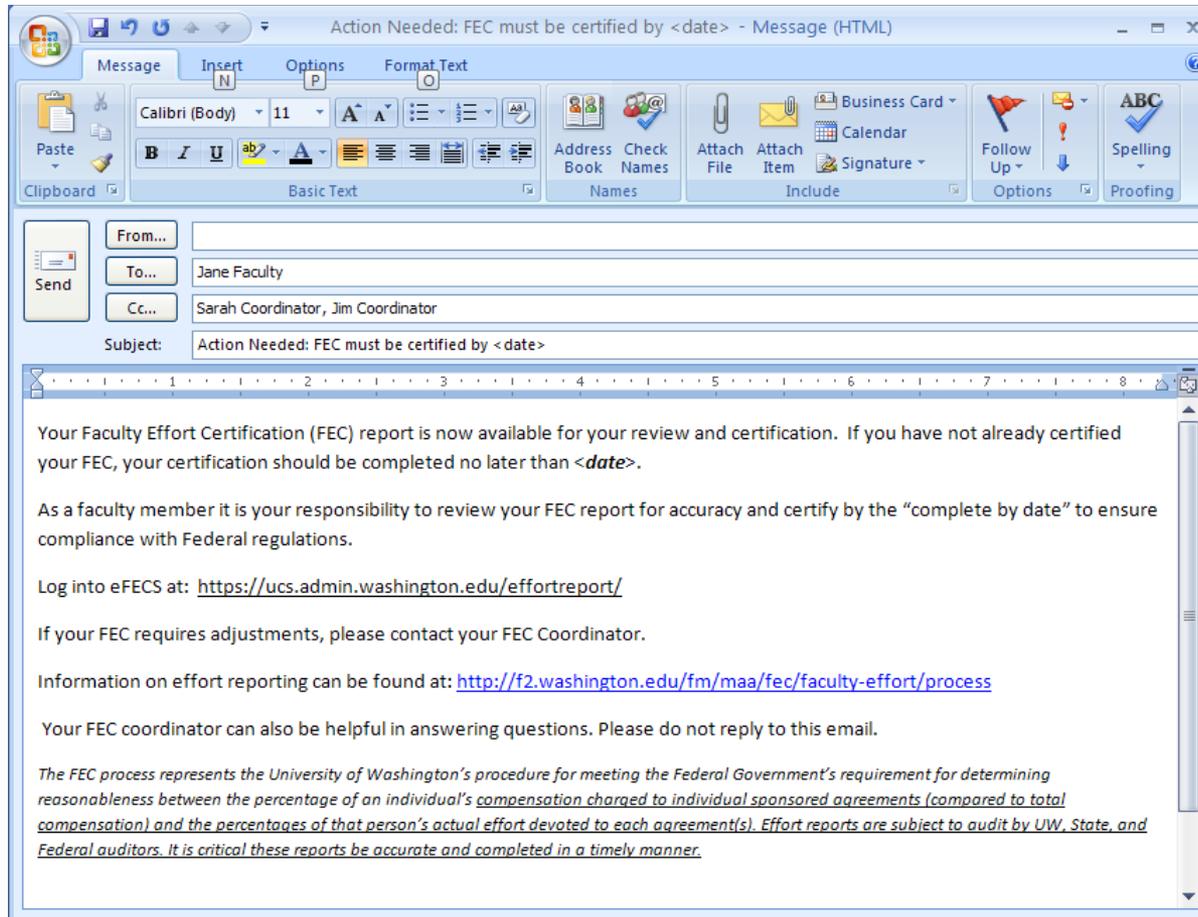
- ▶ Academic Online Certification begins April 2012

Effort Report Process

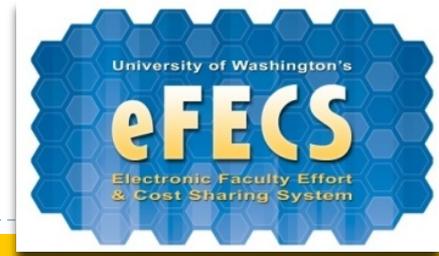


Notifications

Approximately 20 days before “complete by date”



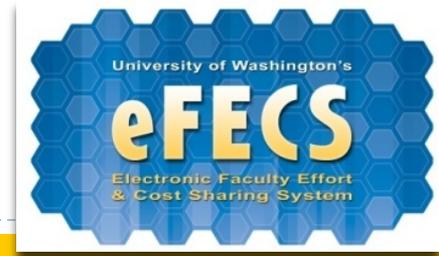
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Changes to your FEC Process

- ▶ **Certifying FECs will be done electronically**
- ▶ **Communication**
 - ▶ with your FEC Coordinator
 - ▶ Email from efecs@uw.edu 20 days before deadline
 - ▶ Faculty with uncertified FECs will get another email 3 days before FECs are due
- ▶ **Login with UWNNet ID**
- ▶ **Less paper!**

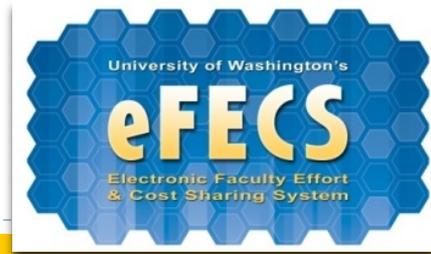
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Changes to your FEC Process cont.

- ▶ **Two system screens to interact with**
 - ▶ Online FEC
 - ▶ Displays salary details for both sponsored and non-sponsored programs
 - ▶ Summary FEC
 - ▶ Shows percentages by budget for sponsored agreements only
 - ▶ Non sponsored programs are lumped together
 - ▶ Official record once certified

eFECs-Faculty Perspective



Certifying your FEC with eFECs

Online FEC

Faculty Effort Report
 Mary Smithson (msmith)
 EID: 821-002-123
 Dept: 3590001 - Education
 Reporting Period: 09/16/2010 - 03/15/2011 Status: Not Certified
 Complete By: 06/15/2011
 Avg. Paid FTE: 100.0%

Comments
 All comments become part of the certified effort report

[How to Certify](#)
[Cost Share Key Terms/Instructions](#)

| Salary Source(s) | | Compensation Dist. | | Salary Cap | | Cost Share | | Total |
|------------------|---------------------------|--------------------|--------------|----------------|--------------|------------|-------------|--------------|
| Description | K | Salary | Dist. | Amount | Effort | Amount | Effort | Effort |
| Subtotal | Sponsored Programs | \$25,476 | 21.3% | \$4,057 | 3.4% | \$0 | 0.0% | 24.7% |
| 20-1234 | [ARRA] SEDI | \$5,095 | 4.3% | \$1,014 | 0.8% | | | |
| 61-5678 | HRC | \$8,152 | 6.8% | \$1,623 | 1.4% | | | |
| 61-4571 | SDYC | \$7,133 | 6.0% | \$1,420 | 1.2% | | | |
| 62-2180 | | | 1% | \$0 | 0.0% | | | |
| 63-4977 | | | 1% | \$0 | 0.0% | | | |
| Subtotal | | | 7% | | -3.4% | | | |
| 06-5080 | | | 1% | | | | | |
| Totals: | | \$119,724 | 100% | | | | | |

Salary Cap: \$119,724. How Salary Cap amount and % effort are derived

[Begin Certification](#)

Summary FEC

Faculty Effort Certification

SMITHSON, MARY
 EID: 821-002-123
 Home Department: 3590001 - EDUCATION

Avg. Paid FTE: 100.0%
 Reporting Period: 09/16/2010 - 03/15/2011
 Complete by: 06/15/2011

| Salary Source(s) | Compensation Distribution | Salary Cap Effort | Cost Share Effort | Total Effort |
|----------------------------------|---------------------------|-------------------|-------------------|--------------|
| Subtotal of Sponsored Programs | 21.3% | 3.4% | 0.0% | 24.7% |
| 20-1234 [ARRA] SEDI | 4.3% | 0.8% | 0.0% | 5.1% |
| 61-5678 HRC | 6.8% | 1.4% | 0.0% | 8.2% |
| 61-4571 SDYC | 6.0% | 1.2% | 0.0% | 7.1% |
| 62-2180 INQUIRY PROBLEMS | 2.1% | 0.0% | 0.0% | 2.1% |
| 63-4977 PA PPL | 2.1% | 0.0% | 0.0% | 2.1% |
| Subtotal of Other Salary Sources | 78.7% | -3.4% | 0.0% | 75.3% |
| Total of All Activities | 100% | | | 100% |

Term Shift: A Aggregate

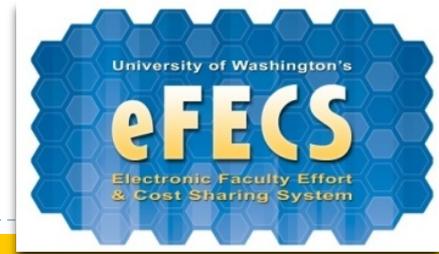
[Back to Salary Details](#) [OK to Certify](#)

Having suitable means of verification, I hereby certify that the payroll distribution above represents a reasonable reflection of effort devoted.

[Back to Salary Details](#) [OK to Certify](#)

If this FEC requires adjustments, please contact your department's FEC Coordinator.

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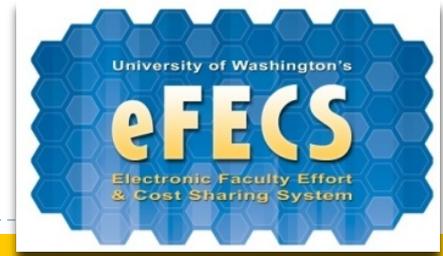
Resources



Management Accounting and Analysis: <http://f2.washington.edu/fm/maa/home>

eFECS application: <http://f2.washington.edu/fm/efecs/home>

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THANK YOU!