

Effort Certification Timeline – 3rd Quarter, FY2025

Date	Action
Mar 1 - May 31	Period of Performance Effort Statements are building in eCrt
Jun 1 - Jun 10	Period Close. No Action. Waiting for payroll to load on 10 th day after quarter end
Jun 11 - Jun 30	Pre-Certification Review Period Statements are ready for Effort Coordinators to review
Jul 1 (22 days for Certification Period)	Certification Period Begins PI's and Certifiers are notified that they have effort statements to certify Effort Coordinators begin to process certified statements
Jul 21 (1 day before certification is due)	PI's and Certifiers who have not certified receive a final reminder to certify
Jul 22 (Last day of Certification Period)	Certification Period Ends All effort statements should be certified and processed
Aug 1	Post Certification Activity Follow-up on Labor Redistributions, Sponsor Notices Initiate Escalation Policy - list of non-certifications sent to Department Chair