

Step 3.

Verify that these effort allocations match what actually happened in each month. Remember that averaging effort across the reporting period is acceptable as well.

This is the Fall Certification for the Summer (note the months)

UNILD006 **Step 1.** University of Northern Iowa Report Date: Oct 26, 2009 08:48 PM  
 Page 20 of 109  
 Employee Name: [REDACTED] Primary Organization: [REDACTED] University ID: [REDACTED] Supervisor Name: [REDACTED]  
 People Group Name: Faculty Assignment Category: NT AY Pd 12 Annual Salary Base: \$77,305.08 Monthly Salary Base: \$6,442.09

	MAY 2009		JUN 2009		JUL 2009		AUG 2009		P/R \$		P/R %	
	P/R \$	P/R %	P/R \$	P/R %	P/R \$	P/R %	P/R \$	P/R %	P/R \$	P/R %	P/R \$	P/R %
<b>Direct Effort</b>												
5204.00.22601.50210.0000.31.0000 Parent Partners Evaluation & Training-9/09-School of Health, PE and Leisure Services-Public Service	3,069.82	50%	1,717.89	20%	1,717.89	20%	0.00					
5299.00.22601.50210.0000.31.0000 Colorectal Cancer Screening Disparities-6/09-School of Health, PE and Leisure Services-Public Service	3,069.83	50%	429.47	5%	0.00	0%	0.00					
5311.00.22601.50210.0000.31.0000 Oral Health Multicultural Consult-8/09-School of Health, PE and Leisure Services-Public Service	0.00	0%	1,717.89	20%	0.00	0%	0.00					
5384.00.22601.50210.0000.31.0000 UDMO Governance Board-9/09-School of Health, PE and Leisure Services-Public Service	0.00	0%	0.00	0%	1,717.89	20%	0.00					
<b>Other Institutional Activities</b>												
9405.00.90011.50210.0000.00.0000 UNI Fndn Billing Account-VP - Marketing and Advancement--	0.00	0%	4,724.19	55%	5,153.66	60%	0.00					
<b>Total Effort:</b>	<b>6,139.65</b>	<b>100%</b>	<b>8,589.44</b>	<b>100%</b>	<b>8,589.44</b>	<b>100%</b>	<b>0.00</b>					

on reverse side if needed)

**CERTIFICATION:**  
 I certify that, to the best of my knowledge, this percentage distribution of salary and wages is a reasonable representation of effort or time expended by me (this employee) during the activity period covered by this report.

Employee \_\_\_\_\_ Date \_\_\_\_\_ Supervisory Official \_\_\_\_\_ Date \_\_\_\_\_

Step 2A.

If an account is listed then effort was charged to it. Always. If you did not work on the account call RSP.

Step 2B.

These non-sponsored program accounts are usually where cost share funds come from.

These %'s should equal 100% of your monthly summer effort. Rarely will this be 100% be on grants only. Note that in the summer faculty can earn up to 1/9 of their academic year salary.

Step 4.