10 ecrt Responsibilities for Principal Investigators

Principal Investigators are the TTUHSC employees ultimately responsible for the oversight and conduct of the sponsored project(s) (OP 65.07).

Visit the ecrt Application or the ecrt Training website for more information.

Contact EffortReporting@ttuhsc.edu with questions.

01 Understand
Understand the effort certification requirements of a project.

02 Determine
Determine which projects require effort certification.

03 Notify
Notify Accounting Services of effort reporting requirements so the related fund can be set up appropriately.

04 Monitor
Monitor the time and effort of a sponsored project on a regular basis.

05 Assess
Assess the accuracy and appropriateness of all salary charged to a sponsored project.

06 Ensure
Ensure the reported level of effort is reasonable and necessary to carry out the proposed project.

07 Review
Review other activities will not conflict with any proposed effort commitment.

08 Verify
Verify whether certifications are made in an accurate and timely manner.

09 Maintain
Maintain sufficient documentation that shows reasonable means of verifying the effort expended.

10 Confirm
Confirm effort devoted is commensurate with commitments to sponsors.