

# Sample Effort Report

## Detail Effort Reporting FOR THE QUARTER 4/1/07-6/30/07

Doe, John  
1234567  
Biology A&S  
A130001

| Job   | Account | Deptid  | Proj/Grant | Job Code | Description     | Quarterly Distribution |         |         | Total    | Percent |
|-------|---------|---------|------------|----------|-----------------|------------------------|---------|---------|----------|---------|
|       |         |         |            |          |                 | April                  | May     | June    |          |         |
| 0     | 5003    | A130200 |            | 2043     | Assoc Professor | \$5,000                | \$5,000 | \$      | \$10,000 | 67      |
| 1     | 5007    | A130001 | NSF456     | 2043     | Assoc Professor | \$                     | \$      | \$5,000 | \$5,000  | 33      |
| TOTAL |         |         |            |          |                 | \$5,000                | \$5,000 | \$5,000 | \$15,000 | 100     |

I certify that the above salary distributions represent an accurate accounting of the effort expended for this period including changes, if any, in the spaces provided. In addition, I certify that I have suitable means (examples: department records, minutes from meetings, program reports) for verifying the effort expended for the individual noted above for this quarter.

\_\_\_\_\_  
Signature of Employee or Responsible

\_\_\_\_\_  
Date

Person with suitable means for verifying effort expended.