

Consequences for Failing to Complete Training and Certify Effort

Background

Effort certification is required by extramural sponsors including the federal government. A failure to certify effort correctly and in a timely manner could jeopardize the UW's federal or other outside funding. *To protect the interests of the UW and ensure compliance with federal policies, the university is instituting consequences for failing to certify effort and complete the training. Any faculty or academic staff member who fails to fulfill the appropriate responsibilities noted below may be the subject of disciplinary action, up to and including dismissal, under university policies and procedures.*

The responsibilities of a *principal investigator* with effort on sponsored projects include:

- Completing the UW's effort training program
- Certifying his or her effort in a timely manner, in accord with the [UW certification calendar](#)
- Certifying effort for the graduate students and non-PI classified staff who work on his or her projects in a timely manner, in accord with the [UW certification calendar](#)

The responsibilities of a *non-PI faculty or academic staff member* with effort on sponsored projects include:

- Completing the UW's effort training program
- Certifying his or her effort in a timely manner, in accord with the [UW certification calendar](#)

Consequences for Failing to Complete Training and Certify Effort

1. Principal Investigators

The university will not provide support for extramural activities on behalf of principal investigators who do not fulfill their responsibilities. Specifically, the university will not:

- Execute award agreements
- Establish accounts for spending extramural funds for new or continuing projects
- Process other documents for new awards

2. Co-investigators, senior/key personnel

The university will not provide support for the tasks listed in Item #1 for an award that lists an individual as Co-investigator or Senior/Key Personnel who has not fulfilled the responsibilities listed above.