



# POLICY

## **Effort Reporting and Certification for Grants, Contracts and other Sponsored Agreements**

Policy Administrator: Director of Grants Development

Authority: OMB Circular A-21; Title 2 of the Code of Federal Regulations, Part 220, Appendix A, Section J.10. Effective Date: To Be Determined

Index Cross-References: 1099 – Effort Reporting and Certification for Grants, Contracts and other Sponsored Agreements

Policy File Number: I-99

Approved By: Board of Trustees

### Policy Statement

The Richard Stockton College of New Jersey will establish and maintain a system of personnel activity reporting (“Effort Reporting”) in accordance with the provisions of OMB Circular A-21. These effort reports will verify personnel costs charged to a sponsored project or provided as committed cost sharing for a sponsored project are reasonable, allocable, consistently treated, and allowable under the specific sponsored agreement.

### Resources:

[Grants Office website: Effort Reporting](#)

[OMB Circular A-21](#)

[OMB Circular A-110](#)