FSU’s new effort reporting system, FACET, consists of two modules—Certified Effort and Committed Effort. The Certified Effort module manages the effort certification process. The Committed Effort module tracks effort commitments made on sponsored projects. Commitment data is fed to the Certified Effort module to allow an employee to see his/her commitment for a project when viewing the certification report.

Sponsored Research Services is responsible for entering effort commitments in the Committed Effort module. The following information is related to the data entered:

- **EFFECT COMMITMENT**: An effort commitment is defined as the amount or percentage of time a university employee has agreed to work on a specific sponsored project. It is not necessarily the actual effort expended each month, but a projected amount to be achieved over a period of time (for example, a semester or a year). This commitment is set at the time of the proposal or the award and can be revised during the award (i.e., through annual progress reports to NIH). Reductions to effort commitments normally require prior approval of the sponsor. Request for changes to commitments must be processed through Sponsored Research Services.

- **AWARDS ONLY**: Commitments will be entered when new awards and award amendments are received (including commitments related to no-cost extensions as applicable). Commitments made on pending or unfunded proposals will not be entered.

- **KEY PERSONNEL**: FSU will follow the sponsoring agency’s definition of Key Personnel if one exists. If no agency definition exists, FSU will define Key Personnel as the Principal Investigators (PIs) and all Co-Principal Investigators (Co-PIs) identified as such in the proposal and/or award.

Questions about or changes/corrections to Committed data may be submitted through the FSU Help Desk (Parature) ticketing system.