

Certified Effort and Total Appointment Effort

Effort is a percentage of time, not hours, and cannot exceed 100%. Regardless of a person's FTE, they have 100% effort to distribute. Employees certify to the Certified Effort column, not the Total Appointment Effort column. Overload appointments are as eligible for inclusion on an employee's effort report as any other funding line. The effort certification system includes overload effort when calculating Certified Effort.

Certified Effort

The effort certification system adjusts percentages in the Certified Effort column for FTE's less than or greater than 100% so that the total equals 100%. The numbers in the Certified Effort column are for effort certification purposes only.

Total Appt Effort

The Total Appt Effort column reflects an employee's FTE and the allocation of funds.

Examples of Certified Effort and Total Appt Effort

Overload Appointment 42.25/142.25*100=29.70%

05/01/2025 - 05/19/2025									
Certified Effort	Total Appt Effort	Short Code	ShortCode Descr	Activity	Funding Dept	Project Grant	Sponsor Descr	Appt Period	
29.70	42.25	016655	F072679-Sub of F072594-Improvi	Organized Research - On Campus	Flint Computer Science	F072679	Health and Human Services, Department of-National Institutes of Health	U-Year AA	
70.30	100.00	240887	Computer Science Academic Inst	General Academic Instruction	Flint Computer Science			U-Year AA	
100.00	142.25								

100% FTE

07/01/2025 - 09/01/2025									
Certified Effort	Total Appt Effort	Short Code	ShortCode Descr	Activity	Funding Dept	Project Grant	Sponsor Descr	Appt Period	
100.00	100.00	000170	F057277-Active and reconfigura	Organized Research - On Campus	LSA Physics	F057277	Defense, Department of-Navy, Department of the	12 Months	
100.00	100.00								

75% FTE 5/75*100=6.67%

09/01/2024 - 06/30/2025									
Certified Effort	Total Appt Effort	Short Code	ShortCode Descr	Activity	Funding Dept	Project Grant	Sponsor Descr	Appt Period	
6.67	5.00	222454	PMR Practice/Program Lead	Gen Acad Instr - Dept Admin	MM PM&R	U058860		12 Months	
64.67	48.50	275915	PM&R Patient Care	Patient Care - UMMG Only	MM PM&R	U019616		12 Months	
10.00	7.50	290106	PMR Patient Care Non MM No RVU	Patient Care-NON UM Loc-UMMG	MM PM&R	U022689		12 Months	
1.33	1.00	651137	PMR Clinical Instr Med Student	Teaching Med Stud-Med Schl Only	MM PM&R	U058850		12 Months	
8.00	6.00	651139	PMR Clinical Instr GME	Health Care Teaching-UMMG Only	MM PM&R	U058852		12 Months	
2.67	2.00	651141	PMR Clinical Instr Grad/Other	Patient Care - UMMG Only	MM PM&R	U058854		12 Months	
3.33	2.50	652971	PM&R MSK Fellowship Developmen	Gen Acad Instr - Dept Admin	MM PM&R	U089175		12 Months	
3.33	2.50	652972	PM&R Leadership Development	Gen Acad Instr - Dept Admin	MM PM&R	U089176		12 Months	
100.00	75.00								

50% FTE

