

Effort Key Points

Effort is the proportion of time spent on any activity and expressed as a percentage of the total professional activity (sponsored research, attending conferences, sitting on committees, proposal writing, teaching, etc.) for which an individual is employed by JHU.

Total effort encompasses effort devoted to sponsored activities as well as effort devoted to University activities. Total effort cannot exceed 100%. Most faculty members are responsible for teaching, administration, patient care or other JHU activities that would preclude them from devoting 100% of their time to sponsored activities.

It is important to consider that effort is not calculated on a 40-hour workweek. If an investigator works 80 hours in a week, 40 hours represents 50% of effort.

Individuals completing effort reports are required to identify other areas where they provided effort with no salary support and to ultimately report the appropriate distribution of effort over all activities.

For more detail pertaining to the effort certification process please see the links below:

JHU Effort Policy -

https://policies.jhu.edu/?event=render&categoryId=779&policyId=32074&fileId=policy_32074.pdf&_id=849033040387

JHU Faculty Only Effort Reporting Training -

<https://lms14.learnshare.com/l.aspx?Z=hsAl9IUGJXLkckRexv6s%2bfoke3gwJUtF554%2bQQIly5A%3d&CID=89>

JHU Non Faculty Effort Reporting Training

<http://lms4.learnshare.com/l.aspx?CID=89&A=2&T=350102>

JHU Effort Help Desk - phone: 443-997-3806 email: effort@jhu.edu