

**University of Arkansas at Little Rock**  
*(Mentors, Part-time staff, Extra Help)*  
**McNair Scholars Program**

***Time and Effort Reporting***

Name	Account/Grant Number
Program(s)	Reporting Period

<b>ACCT Title</b>	<b>ORGN</b>	<b>FUND</b>	<b>PROG</b>	<b>ACCT</b>	<b>Amount</b>	<b>Time and Effort</b>
Summer Salary/McNair Scholars						

<b>(University) Activities</b>	<b>Title</b>	<b>% Time and Effort</b>
		%
		%
		%
		%
<b>Total All Activities</b>		%

I certify that I have suitable means of verification of the activities performed by the above-named employee(s) and that this report reasonably reflects the activities for which each employee has been compensated by the institution. Further, the distribution of the activity represents a reasonable estimate of the work performed by the employee(s) during the certification period covered by this report, and the time and effort is accurate with records maintained in the department. I also certify that the salaries charged, salary transfers processed, and effort certified this period represents all individuals who were paid from these sponsored project funds.

Professional Employee Signature	Title/Position	Date
Other Signature	Position or Title	Date

Cost-shared (matching) effort is a financial commitment toward the total costs of a project from a source other than the granting organization, whether it is voluntarily committed or mandatory (required by the sponsor). If the above activity includes cost-sharing of any employee(s) effort, please indicate the percentage of effort that are cost-shared for each employee and provide the FOAPAL to verify the expenditure of the funds committed for those funds (attach additional page if necessary).