

AFTER THE FACT SUMMER EFFORT DOCUMENTATION NON-TEARS EFFORT ONLY

DATE: _____

The following employee(s) worked on the below referenced project(s). Because their summer effort was not paid prior to September 30th, no TEARS Summer Effort Report was generated. This form serves as the official documentation of effort in lieu of a TEARS Summer Effort Report.

<u>Name and Employee ID</u>	<u>Project ID and Account</u>	<u>Percentage of Effort</u>	<u>Time Period</u>
<i>Example:</i> John Doe - 000399999	211111-51410	90%	02/01/2003 - 04/30/2003

CERTIFICATION: I certify that I have first hand knowledge that the effort shown above is a reasonable approximation of actual effort expended during the relevant time period.

1) _____
 Name (Please Print) Employee or Other* Signature and DATE Relation if other than employee

2) _____
 Name (Please Print) Employee or Other* Signature and DATE Relation if other than employee

3) _____
 Name (Please Print) Employee or Other* Signature and DATE Relation if other than employee

*(Principal Investigator, Supervisor, or Department Head)

Prepared by: _____ Department: _____

Telephone extension: _____ Campus Box Number: _____