

Villanova University Office of Research and Sponsored Projects  
Effort Report – Faculty or Graduate Students

Name: \_\_\_\_\_ Banner ID#: \_\_\_\_\_ Month: \_\_\_\_\_ Year: \_\_\_\_\_

Check One: \_\_\_\_ Faculty \_\_\_\_ Graduate Assistant \_\_\_\_ Research Assistant \_\_\_\_ Other \_\_\_\_\_

Indicate the percent of time you spend working on the Grant and Other Projects:

Grant Index/Account No. \_\_\_\_\_ %

Grant Index/Account No. \_\_\_\_\_ %

Teaching, Other \_\_\_\_\_ %

Total Effort must Equal: 100 % Amount Due: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Graduate or Research Assistant

Mail Check to \_\_\_\_\_ Department

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Investigator

.....  
**Internal Consulting** for project: \_\_\_\_\_

For \_\_\_\_ hours @ \_\_\_\_\_ per hour. Index/Account No. 5- \_\_\_\_\_ - \_\_\_\_\_

Total Due: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Graduate, Research Assistant or Consultant

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Investigator

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**ORSP USE ONLY**

Check One:

\_\_\_\_\_ Summer Salary \_\_\_\_\_ % Amount \$: \_\_\_\_\_

\_\_\_\_\_ Faculty Release Time \_\_\_\_\_ % Amount \$: \_\_\_\_\_

Department Index for Release Time Credit: 2- \_\_\_\_\_ - 7211

Prepared/Checked by: \_\_\_\_\_ Date: \_\_\_\_\_

ORSP Grants Officer