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ePERS Training [1]

The Office of University Controller maintains the University's ePERS (electronic Personnel Effort Reporting System) for compliance with 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, commonly known as Uniform Guidance.

As part of these requirements, individuals who work on sponsored projects are required to certify their effort on those projects. Certification provides assurance to the sponsor that the effort being put into a project matches the effort paid by grant funding. Project employees are required to certify their electronic Personnel Effort Report, or ePER. Hourly employees who work on sponsored projects typically certify effort on their timesheets.

What is ePERS?

To Access ePERS

To begin, log in to your campus portal [2]. Click on the **CU Resources Home** drop-down menu and select **Business Tools**, then click on the **ePERS** tile**.**

The following resources provide training on how to complete the process.

- Certifying electronic Personnel Effort Reports (ePERs) [3]
- Supervisor Certification of ePERs for Employees [4]
- ePERs by Project or Award - *How-to instructions coming soon!*
- ePER Summary by Org Report [5]
- ePER Summary by PI Report [6]
- Uncertified ePERs by Org or Campus Report [7]

Source URL:https://www.cu.edu/controller/epers-training

Links
[1] https://www.cu.edu/controller/epers-training [2] http://my.cu.edu
[3] https://www.cu.edu/controller/training/epers-training/certifying-electronic-personnel-effort-reports-epers
[4] https://www.cu.edu/controller/training/ePERS-training/Supervisor-Certification-of-ePERS-for-Employees [5] https://www.cu.edu/controller/training/epers-training/ePER-Summary-by-Org-Report
[6] https://www.cu.edu/controller/training/ePERS-training/ePER-Summary-by-PI-Report
[7] https://www.cu.edu/controller/training/ePERS-training/Uncertified-ePERs-by-Org-or-Campus