



Cost share is captured when the “Months Effort” are higher than “Months Requested” for a Person in a Budget Period. When the effort person months does not equal the requested months, “Cost Share Months” column will auto-populate.

Enter a zero “0” in the Months Requested column to indicate that effort in a budget period is being cost-shared.

For example, in the figure below, person 1 has .95 academic months of effort, no months of salary are requested from the sponsor, so all are cost shared. Person 2 has 2 months calendar year effort, one month is requested (sponsor paid), so the remaining month is cost shared.

Start Date	End Date	Distribute Effort	Cal. Months Effort	Cal. Months Req	Acad. Months Effort	Acad. Months Req	Sum. Months Effort	Sum. Months Req	Cost Share Months
9/1/2022	8/31/2023	<input checked="" type="checkbox"/>			0.95	0	0	0	0.95
9/1/2022	8/31/2023	<input type="checkbox"/>	2	1					1

 **Note:** Funding proposal budgets will reflect personnel effort using person months and the budget convention used on the funding proposal budget is carried over to the Effort Page.

 **Note:** Award modification effort SmartForm pages will list effort in percentages if the award record was originally set up in WISPER. These awards have record numbers that begin with MSN. Award modification effort SmartForm pages will list effort in months if the award was originally set up in RAMP. These awards will have record numbers that begin with AWD.