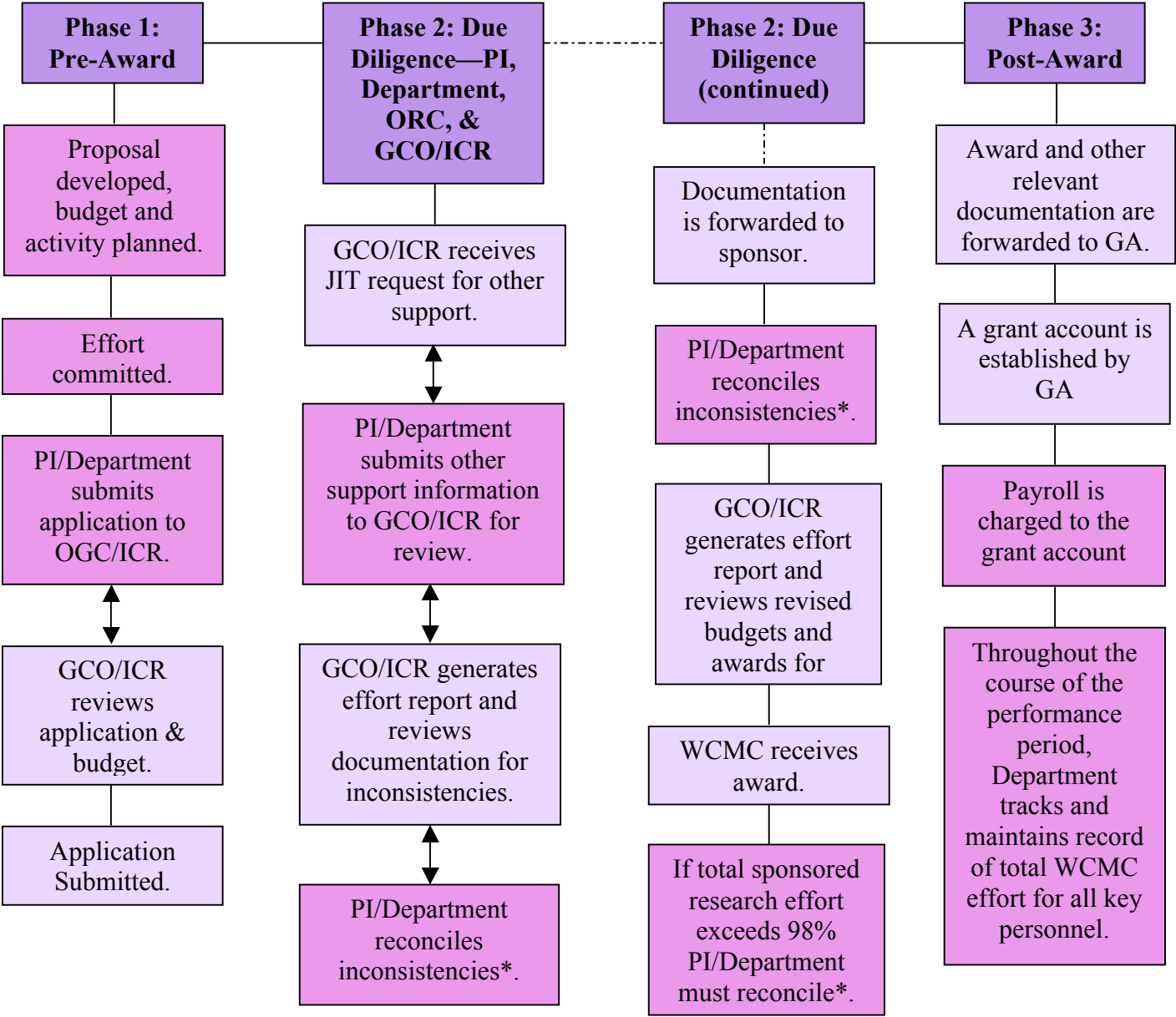


# Effort Reporting Cycle



**\*Please note:** If reconciliation does not take place, then the ORC will be informed and the matter will be referred to the Department’s Compliance Officer/Liaison for resolution. Additionally, when the effort reduction is greater than 25%, an effort reduction letter must be sent to the sponsor for approval. The Department is responsible for the follow-up.

**Legend**

PI/Departmental Responsibility

GCO/ICR/ORC/GA Responsibility

**Acronyms Defined**

**PI:** Principal Investigator  
**ORC:** Office of Research Compliance  
**GCO:** Grants & Contracts Office  
**ICR:** Institute for Clinical Research  
**GA:** Grants Accounting  
**JIT:** Just In Time (typically, an NIH request)  
**WCMC:** Weill Cornell Medical College