



**Central Connecticut State University
Time and Effort Activity Report
for Part-Time Employees
Fiscal Year 2026-2027**

For the Pay-Periods (please select one)

Notes/comments:

Pay periods: 07/01/2026 - 09/21/2026

Pay periods: 09/22/2026 - 12/28/2026

Pay periods: 12/29/2026 - 03/21/2027

Pay periods: 03/22/2027 - 06/30/2027

Grant Project Director's Name: _____

Title of Grant: _____

Grant Banner Index: _____

Part-Time Employees Name(s):

I certify that the submission of this time and effort form is based on records that accurately reflect the work performed by the part-time employee(s) listed above, is for the hours that I have authorized, that the hours listed on CORE-CT have been certified by me or a designee on my behalf, and that the part-time employee(s) worked solely on the grant listed above, during the period covered by this report.

Typed Name of Grant Project Director

Signature of Grant Project Director

Date

Completed and signed time and effort reports should be returned by the following dates:

Reporting Period

Pay periods: 07/01/2026-09/21/2026

Pay periods: 09/22/2026-12/28/2026

Pay periods: 12/29/2026-03/21/2027

Pay periods: 03/22/2027-06/30/2027

Reports are due no later than:

Monday November 9, 2026

Monday February 8, 2027

Monday May 10, 2027

Monday August 9, 2027