# 6. Modifying Effort

# **About Effort Modification**

You can modify the effort values registered for a project after the project is adopted. The modification needs to be approved by your research institution and accepted by the Funding agency.

# Process for Modifying Effort



## **Basic Operations**

#### Modify effort

You can modify the effort values of a project after it is adopted.

 $\rightarrow$  "3.1 Modifying Effort"

# 6.1 Modifying Effort

Process Operation	ons
Screen	Operation
Тор	(1) Select "Manage effort > Apply to modify effort"
Effort Setting	(2) Check the details
Effort Setting	(3) Input the effort values
Effort Setting	(4) Check the effort values you have Input
Effort Setting	(5) Request modification of effort

This section explains how to modify effort values.

<b>A</b> Caution	About Effort correction
<ul> <li>After applying for is complete. Please</li> </ul>	effort correction, you can't perform another process until Funding agency 's processing se be careful.



### (1) Selection in the Global Menu



(1) Click "Manage effort > Apply to modify effort" in the Global Menu on the top screen.

# (2) Check the details

The [Effort Settings] screen is displayed.

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- (1) Select the year of the project and search for the project you want to modify.
- (2) Check the effort.
- (3) Click "Modify the effort value".

Note	Provisionally calculated ongoing projects
<ul> <li>If a project is ongo</li></ul>	bing from the previous fiscal year and the grant decision and the total amount of
confirmed funding	for the previous fiscal year has not been registered on e-Rad by the funding agency,
the information or	the approved project is not created for the current fiscal year and the effort value for
the previous fisca	year is calculated for the current fiscal year. In order to create information on the
approved project	for the current fiscal year and modify the effort value, the total amount of confirmed
funding for the pre-	evious fiscal year needs to be registered by the funding agency. Contact the funding
agency that poste	d the call for applications.

### (3) Input the effort values

The [Effort Settings] screen is displayed.



- (1) Input the modified effort values.
- (2) Click the "Confirm" button.

Caution About input values Enter the effort as an integer between 0 and 100. • Enter values to make sure that the total effort value for (1), (2), and (3) is 100% for the entire fiscal year. An application for which the total effort value exceeds 100% will result in an error. ① Adopted project information (Approved Project, Provisionally calculated ongoing project) 2 Status of research expenses outside of e-Rad ③ Other activities (subtotal for each activity) If the total effort is below 100% at the time of application submission, but there is a risk of exceeding 100% upon application rejection, an error will occur. However, if the total effort exceeds 100% and is then adjusted to 100% or less before submission, no error will occur. An example follows: N⁰ Before the Project with Project with Total effort value Processing result application is application application after application submitted modification 1 modification 2 modification (current value) 95% +6% -1% 100% Error# 1 2 105% -5% 100% No error \_ #Note: If the project with application modification 2 is rejected, an error occurs to prevent the pre-submission value (the current value) of 100% or less (a normal value) from being changed to a value higher than 100% (an abnormal value) due to the rejection of the application. You cannot modify when you applying for change or you have already applied for effort and before the 0 project accepted. Applied via e-Rad • "O" is displayed for the research project applied via e-Rad. Adopte Project infomation Hide adopted project information

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# (4) Check the effort values you have input

The [Effort Settings] screen is displayed.

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(1) Click the "Apply" button.

Caution	<u>Apply</u>
• You can't pull ba	ack after you applied to modify effort. Check whether there is a mistake in the input.

# (5) Your effort values have now been modified

The [Effort Settings] screen is displayed.

#### A message is displayed after effort values have been modified.

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This completed the procedure for modifying effort.

Your request to modify effort is sent to the research institution registered for the project. It will only be submitted to the Funding agency when it is approved by the administrative manager at your research institution. The applied effort values are reflected to the project after accepted by the Funding agency. Effort modifications for "Status of research expenses outside of e-Rad" and "Other activities" do not require approval from the research institution or acceptance by the funding agency. The adjusted effort values are reflected immediately.