SCHOOL DISTRICT OF SPRINGFIELD R-XII
CONSOLIDATED FEDERAL PROGRAMS TIME AND EFFORT LOG

Instructions:

Any SPS staff member whose position is comprised of a partial FTE paid by Federal funds and is not required to sign a Single Funding Form, must log time and effort toward the relevant Federal Program. This documentation is required by DESE for the MSIP Review and must be maintained in your program file and the District Grants Office. Upon completion, please send signed forms to the appropriate District Federal Program Facilitator.

Department: Title I		Site:
Name of Staff Member:	Employee ID:	Position:

Date	Time	#Hours/#Days	Scope of Work