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Payroll funding rollover occurs June 27; here's how to prepare [1]

June 3, 2019 by Employee Services [2]

The Fiscal Year 2020 (FY20) Department Budget Table (DBT) payroll funding rollover will occur on **June 27**.

This process will create a new DBT row for the FY20 fiscal year, effective dated July 1, 2019. This is done by copying the most current FY19 position funding row to the new DBT. The new row will be added for all active positions unless an FY20 row has already been added by the department. Funding end dates will not be altered during the rollover process.

Using the 'Apply Funding to Next Fiscal Year' functionality

The 'Apply to Next Fiscal Year' functionality allows funding created in one fiscal year to continue into the next. It will be available on the **CU Funding Entry** page through July 19.

Use this functionality to create an **FY20 7/1/2019** effective date row when:

- The transaction's new effective date is earlier than July 1
- The same funding continues beyond July 1

If a new position effective date is equal to the effective date of the first row of the Department Budget Table Row and the position is created in the current fiscal year, the 'Apply to Next Fiscal Year' continues the funding into the next fiscal year. This allows users to hire new incumbents in the next fiscal year for positions created in a current fiscal year without creating a separate funding entry in FY20.

Example: If a position is created in June for a hire date in July, create the position and funding for the new position row in June. 'Apply to the Next Fiscal Year' will create funding for the position for the next fiscal year beginning/effective July 1.

Do not use the 'Apply to Next Fiscal Year' feature for funding entries effective dated July 1 or later.

fiscal year-end [3], Budget Table [4]
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