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Prepare for June 29 budget table rollover into FY 24 [1]



May 22, 2023 by Employee Services [2]

The fiscal year 2024 (FY24) Department Budget Table (DBT) roll forward will occur on **June 29**.

A new department budget table (DBT) is required for each new position, each time there is a department change, and each time the fiscal year changes.

The Department Budget Table (DBT) will roll forward for each active position for the new fiscal year via a mass update that:

1. Copies the most current FY23 funding row
2. to a new funding row effective July 1, 2023
3. where no July 1, 2023 row already exists
4. so that funding may continue into FY24.

Note: *The system process will run after 5 p.m. on June 29. Avoid making CU Funding Entries during this time, as they may not post and not move to completed status.*

Encumbrances for general funds will be cleared at fiscal year end and reset for the new fiscal year.

Encumbrances for grants may continue across the fiscal year based on project and funding end dates.

What do I need to know?

Q: What if a FY24 DBT row already exists?
A: No new row is added.

Q: What about rows with no funding end date?
A: No funding end date is copied.

Q: What if a funding end date expires before July 1, 2023?
A: The same funding end date is copied. If the expired funding is not updated manually with a CU Funding Enty, payroll after the funding end date will go to suspense.

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Q: What if I want to update funding before the roll forward?
A: Enter the desired funding changes on the CU Funding Entry page and select the **Apply to Next Fiscal Year** checkbox. The entry will create a funding row effective on the date you designate **before July 1**. The **Apply to Next Fiscal Year** checkbox will then create a second row effective July 1, 2023 so the same funding will continue into the new fiscal year.

Q: What if I want to add funding in FY24 that is effective in FY23 after the CU Funding Entry 'Apply to Next Fiscal Year' feature is disabled?
A: If you're creating funding changes or creating a new position with an effective date before July 1, use the CU Funding Entry page [3] to create the FY23 funding. Then create a second CU Funding Entry effective July 1, 2023 so the same funding may continue into the new fiscal year (FY24). Payroll in FY24 will go to suspense if position funding effective July 1, 2023 does not exist.

Q: What happens if a July 1 row for the new fiscal year row is not created?
A: The funding will go to suspense in the new fiscal year.

HRGL [4], fiscal year-end [5], year-end [6], funding [7], Budget Table [8], Department Budget Table Rollover [9], DBT [10], DBT Roll Forward [11]
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