Published on *University of Colorado* (https://www.cu.edu)

Use our checklist to ensure funding rows are ready for the payroll funding rollover [1]

June 20, 2019 by Employee Services [2]

The FY20 Department Budget Table (DBT) rollover occurs June 27. The rollover will copy the most current FY19 position funding row to the new DBT effective July 1, 2019.

All active positions should get a new DBT unless a FY20 row already exists. Funding end dates will not be altered during the rollover process.

Use our checklist to ensure you're ready

Before the Rollover:

Verify funding end dates with the Funding Distribution query.
Access the query: **CU Resources Home** > **Business Tools** > **HCM** > **HCM Community Users** >
HCM WorkCenter tile > **Resources tab** > **Funding Distribution**.

Prevent FY20 funding from going to suspense: Find funding end dates that expire before July 1
and create entries required to post payroll to active funding. Remember:

- Only sponsored projects require end dates. Non-sponsored projects do not require end dates.
- The budget end date is the end of the fiscal year.

Use the **CUES_HCM_FUNDING_SUSPENSE_MAX** query in June to check whether funding in existing July or later rows exists. This helps ensure payroll has active funding.
Access the query: **CU Resources Home** > **Business Tools** > **HCM** > **HCM Community Users** > **HCM WorkCenter tile** > **Resources tab** > **scroll down and select Click here for ALL** > **Funding Suspense Max Row**.

What to expect after the system rollover process on June 27

- The rollover will copy the most current FY19 position funding row to the new DBT effective **July 1, 2019**.
- All active positions should get a new DBT **unless a FY20 row already exists**.
- Funding end dates will not be altered during the rollover process.

Complete the following tasks after the rollover:

Use the **CUES_HCM_FUNDING_SUSPENSE_MAX** query on June 28 to ensure the July (or max date) funding rows created 7/1/19 rows.

On or after July 1, verify funding for the 7/1/19 rows with the **Funding Distribution** query as above.

Create new funding rows as needed to ensure funding end dates do not expire for payroll processing.

HRGL [3], Department Budget Table Rollover [4], DBT [5]
Display Title:
Use our checklist to ensure funding rows are ready for the payroll funding rollover
Send email when Published:
No

Source URL:https://www.cu.edu/blog/hcm-community/use-our-checklist-ensure-funding-rows-are-ready-payroll-funding-rollover

Links
[1] https://www.cu.edu/blog/hcm-community/use-our-checklist-ensure-funding-rows-are-ready-payroll-funding-rollover [2] https://www.cu.edu/blog/hcm-community/author/10695 [3] https://www.cu.edu/blog/hcm-community/tag/hrgl [4] https://www.cu.edu/blog/hcm-community/tag/department-budget-table-rollover [5] https://www.cu.edu/blog/hcm-community/tag/dbt