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Verify payroll funding ahead of year-end with these HR/GL payroll reporting tools [1]



October 27, 2026 by Employee Services [2]

Each payroll cycle, the funding for payroll is applied during post-processing. It creates accounting lines that are sent to the PeopleSoft Finance System (FIN) in a payroll journal. Payroll Expense Transfers (PETs), which are used to make payroll funding changes after payroll has been processed, are sent to FIN in a single batch two times per day (with a few exceptions when other processes overlap).

Use the following HCM payroll queries to confirm payroll and PET details within HCM. These are available as soon as payroll or the PET is complete.

- **HCM Payroll Register Acct Detail:** Returns payroll earnings and funding sources (CUES_HCM_PAYROLL_REGISTER_DTL) .
- **HCM Paycheck Distribution:** Returns payroll earnings and employer-paid taxes, deductions and funding sources (CUES_HCM_PAYCHECK_DISTRIBUTION).

Find PETs from the Pay Actions tile, selecting the HRGL Request General Search option from the CU PETs and Funding dropdown menu or via the NavBar: Menu. Select CU PETs and Funding folder.

Use mFIN reports to verify the HCM payroll data in CU-Data the day after payroll and CU PETs and Funding entries are completed. Here are several CU Data mFIN reports to help you.

- **m-Fin Compensation Summary:** Returns the total compensation by employee for each position by month detailed by SpeedType, salary, employer paid benefits and PETs.
- **m-Fin Payroll Transactions:** Returns pay and employer paid benefits for an employee over a range of accounting periods. The final page displays the Compensation Summary by various options of Position and SpeedType.
- **m-Fin Outstanding Encumbrances:** Returns an itemized list of committed but not yet incurred payroll by SpeedType.
- **m-Fin Financial Detail:** Returns an itemized list of all transactions for a SpeedType which can be filtered for payroll account codes.
- **m-Fin SpeedType Summary:** Confirms the details of active SpeedTypes.
- **m-FIN Operating Summary:** Provides details for projects, including budget periods.

- **m-Fin Account Tree List:** Returns the hierarchy of account codes, including those for payroll.
- **m-Fin PET:** Returns the details of a Payroll Expense Transfer (PET). You can search for PETs by fiscal year, PET Operator, and PET Date.
- **Journal Entries:** PETs created before December 2015 are found using their own individual PET journal ID.

Need extra help?

Learn more about payroll processing in this recording of the HRGL Payroll Reporting webinar [3], the third option under the **Budget and Funding** header, or check out the resources below.

- Use the HRGL page [4]. Under the “Configuration Resources” to find account code mapping specific to Campus Controller requirements: Earning Account Mapping [5], Deduction Account Mapping [6] and Tax Account Mapping [7].
- Via the **CU Resources Home** page, Use the **CU-Data** tile to find mFIN reports.
- The Office of the University Controller page [8] has information on account codes.
- Find HR/GL training for Department Budget Table, Payroll Expense Transfers and other HRGL resources through the training section of the HCM Community website [3].
- Email System.HRGL.Team@cu.edu [9] for additional help.

HCM queries can be found here:

1. Log in to the **employee portal** [10].
2. Open the **CU Resources** dropdown menu and click **Business Tools**.
3. Select the **HCM** tile and choose **HCM Community Users** from the drop-down menu.
4. Click the **HCM WorkCenter** tile.
5. Select the **Resources** tab and click the query you desire.

Find CU-Data queries from here:

1. Log in to the **employee portal** [10].
2. Select the **CU-Data** tile.

HRGL [11], payroll [12], funding [13], PET [14]
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