

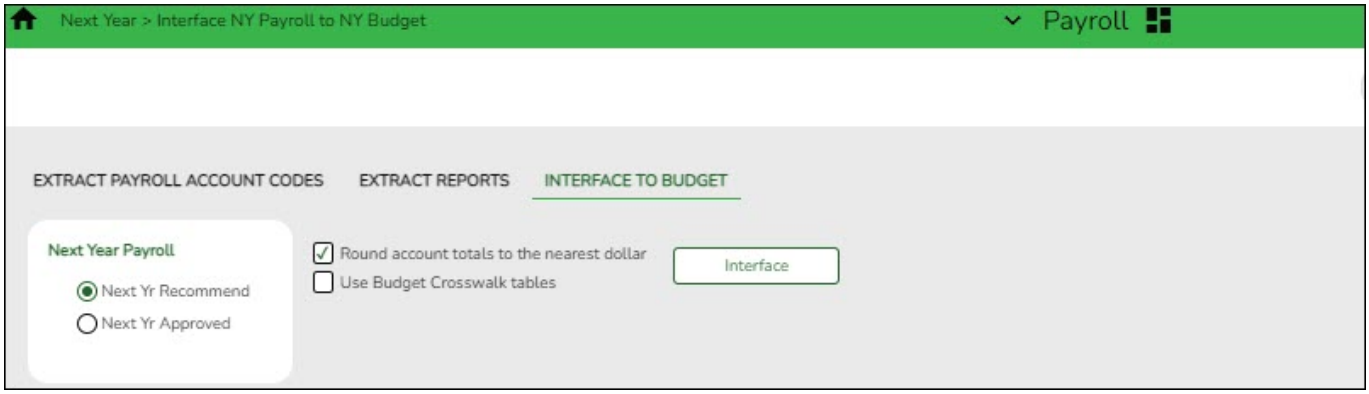
Interface to Budget

Table of Contents

Interface to Budget i

Interface to Budget

Payroll > Next Year > Interface NY Payroll to NY Budget > Interface to Budget



If all of the information is correct:

❑ Under **Next Year Payroll**, select one of the following columns to be updated in Budget:

- **Next Yr Recommend**
- **Next Yr Approved**

❑ Click **Interface**. This process can be repeated as often as necessary until the Board approves the budget. For each run, the **Next Year Budget** amount is replaced. If the budget lock flag is set on an account, the budget amount is not replaced.

If distributions or employees are changed after the first calculations are interfaced, you may be required to log back on to the current pay frequency and use the Payroll > Next Year > Copy CYR Tables to NYR > Clear Next Year Tables tab with the **Clear NY Payroll Budget Only** option selected to recalculate and interface the new changes back to the next year frequency.

Contact your regional ESC consultant if you need additional assistance.