



# Fund/Fiscal Year Exclusions - HRS6250



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This tab allows you to designate which funds should not be included in updates to budget (if **Update Budget** is selected on the [Human Resources > Utilities > PMIS > Salary Simulation > Simulation Options](#) tab). If no funds are selected, all funds are available for the update.

You must be logged on to a next year pay frequency to access this utility.

**Create an exclusion:**

Field	Description
<b>Simulation Name</b>	Type the name of a simulation or click  to select the simulation name from a list.
<b>Simulation Description</b>	Type a description of the current simulation or click  to select the simulation description from a list. The field can be a maximum of 30 characters.

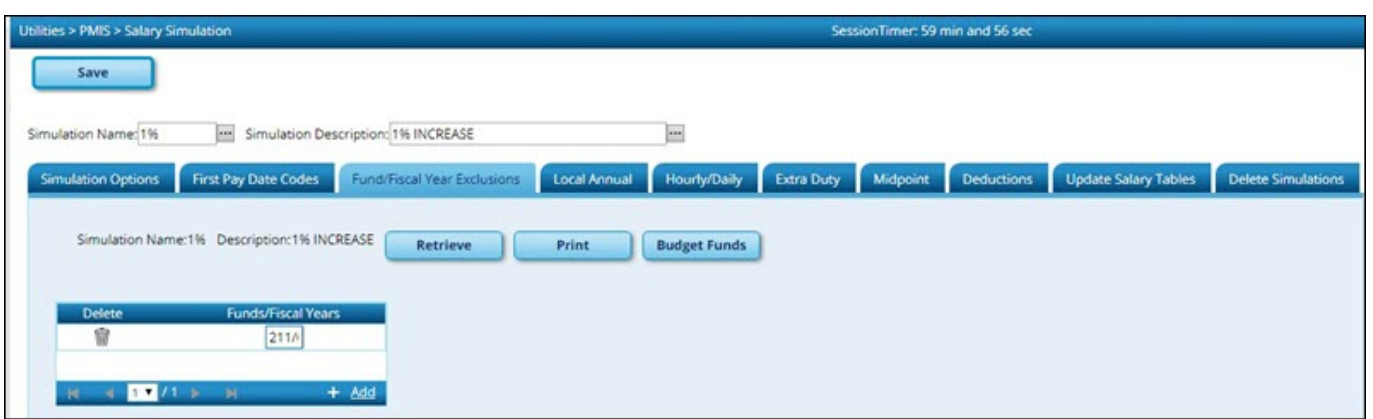
Click **Retrieve**. The simulation is retrieved.

<b>Simulation Name</b>	The simulation name is displayed.
<b>Simulation Description</b>	The description of the current simulation is displayed.

Click **Budget Funds** to select a fund from the Budget Funds/Fiscal Years [lookup](#).



Click **+Add** to add a row.



**Fund/Fiscal Years** Type the fund code and the fiscal year. The fund code can be any digit between 101-999, and the fiscal year is a one-digit code that is the last digit in the fiscal (school) year.

Click **Save**.

Click **Print** to display the PMIS Simulation Fund/Fiscal Year Exclusions report, which is a list of all budget funds/fiscal years for the selected simulation.

[Review the report.](#)