



## Decrement

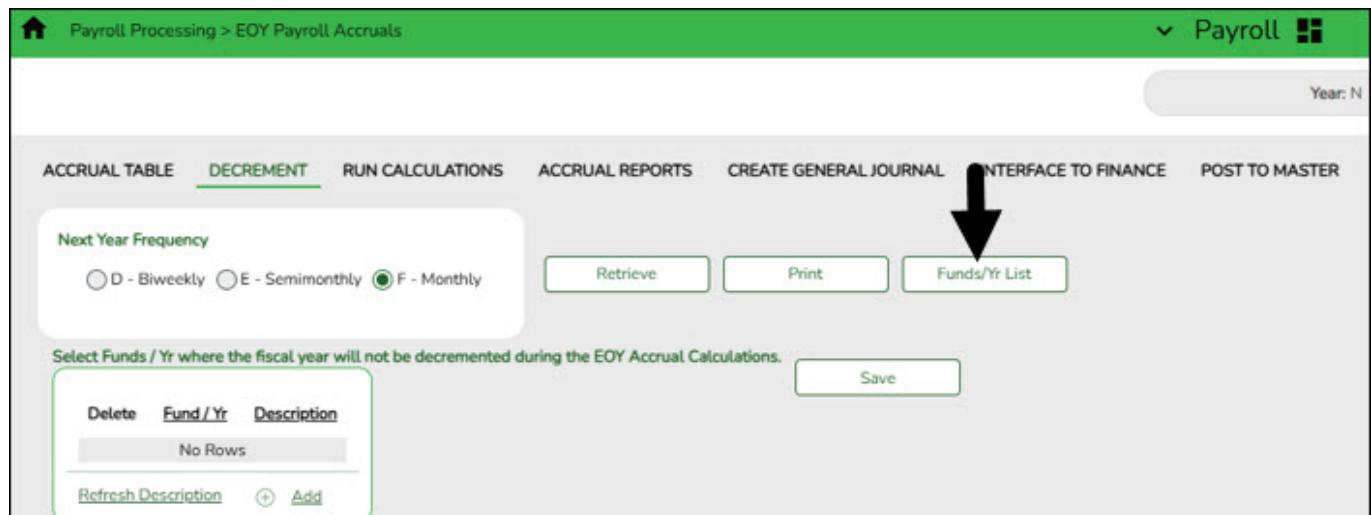
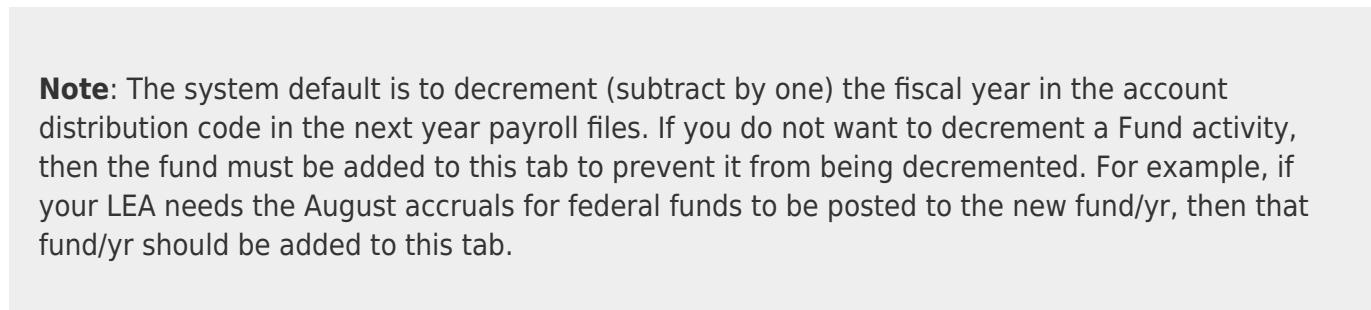


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## Log on to the NYR payroll frequency.

Human Resources > Payroll Processing > EOY Payroll Accruals > Decrement



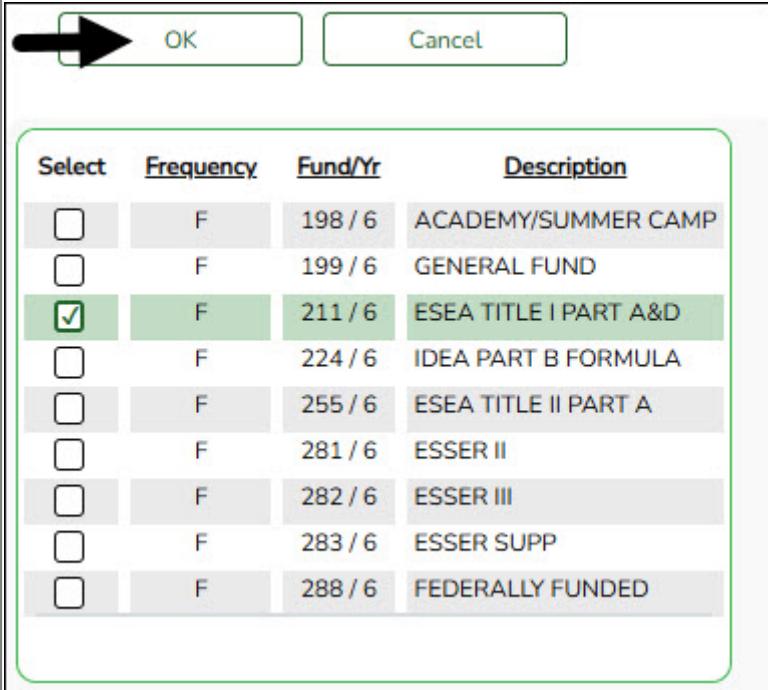
Under **Next Year Frequency**, select one of the following payroll frequencies:

- **D - Biweekly**
- **E - Semimonthly**
- **F - Monthly**

### Notes:

- If the user is not authorized to access a payroll frequency, it is disabled.
- Only one payroll frequency can be selected at a time.

Click **+Add** to manually add fund/yr.

Field	Description																																								
<b>Fund/Yr</b>	<p>Click  to select the federal funds that should not have the FY decremented (decreased).</p> <p>For multiple entries, click <b>Funds/Yr List</b>. A list of available fund/yr is displayed.</p> <div data-bbox="292 354 1060 1044">  <table border="1"> <thead> <tr> <th>Select</th> <th>Frequency</th> <th>Fund/Yr</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>F</td> <td>198 / 6</td> <td>ACADEMY/SUMMER CAMP</td> </tr> <tr> <td><input type="checkbox"/></td> <td>F</td> <td>199 / 6</td> <td>GENERAL FUND</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>F</td> <td>211 / 6</td> <td>ESEA TITLE I PART A&amp;D</td> </tr> <tr> <td><input type="checkbox"/></td> <td>F</td> <td>224 / 6</td> <td>IDEA PART B FORMULA</td> </tr> <tr> <td><input type="checkbox"/></td> <td>F</td> <td>255 / 6</td> <td>ESEA TITLE II PART A</td> </tr> <tr> <td><input type="checkbox"/></td> <td>F</td> <td>281 / 6</td> <td>ESSER II</td> </tr> <tr> <td><input type="checkbox"/></td> <td>F</td> <td>282 / 6</td> <td>ESSER III</td> </tr> <tr> <td><input type="checkbox"/></td> <td>F</td> <td>283 / 6</td> <td>ESSER SUPP</td> </tr> <tr> <td><input type="checkbox"/></td> <td>F</td> <td>288 / 6</td> <td>FEDERALLY FUNDED</td> </tr> </tbody> </table> </div> <p>To select multiple rows when the funds/fiscal years are consecutive, select a fund/fiscal year to start at, and then press and hold SHIFT while selecting a fund/fiscal year to end the selection process. All funds/fiscal years (between the first and last item) in the sequence are selected.</p> <p>To select multiple rows when the funds/fiscal years are not consecutive, select a fund/fiscal year, and then other individual funds/fiscal years from different areas of the list.</p> <p>Click <b>OK</b> to select the funds/fiscal years and close the listing. Otherwise, click <b>Cancel</b>.</p>	Select	Frequency	Fund/Yr	Description	<input type="checkbox"/>	F	198 / 6	ACADEMY/SUMMER CAMP	<input type="checkbox"/>	F	199 / 6	GENERAL FUND	<input checked="" type="checkbox"/>	F	211 / 6	ESEA TITLE I PART A&D	<input type="checkbox"/>	F	224 / 6	IDEA PART B FORMULA	<input type="checkbox"/>	F	255 / 6	ESEA TITLE II PART A	<input type="checkbox"/>	F	281 / 6	ESSER II	<input type="checkbox"/>	F	282 / 6	ESSER III	<input type="checkbox"/>	F	283 / 6	ESSER SUPP	<input type="checkbox"/>	F	288 / 6	FEDERALLY FUNDED
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<b>Description</b>	<p>This field is automatically populated when the <b>Fund/Yr</b> field is populated from the <b>Funds/Yr List</b>. If a fund/yr is manually added, click <b>Refresh Description</b> to populate this field.</p>																																								

Payroll Processing > EOY Payroll Accruals

Payroll Year: N

ACCRUAL TABLE   DECREMENT   RUN CALCULATIONS   ACCRUAL REPORTS   CREATE GENERAL JOURNAL   INTERFACE TO FINANCE   POST TO MASTER

Next Year Frequency

D - Biweekly    E - Semimonthly    F - Monthly

Retrieve   Print   Funds/Yr List

Select Funds / Yr where the fiscal year will not be decremented during the EOY Accrual Calculations.

Delete	Fund / Yr	Description
	211/6	ESEA TITLE I PART A&D

Save

Refresh Description   Add



Click **Save**.



## Back Cover