



Update the fiscal year

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Update the fiscal year

[Budget > Utilities > Mass Change Account Codes > Mask Crosswalk](#)

Update the account code fiscal years to the new fiscal year (e.g., update fiscal year 3 to 4).

The screenshot shows the 'Mask Crosswalk' interface. At the top, there are 'Reset' and 'Execute' buttons, with an arrow pointing to 'Execute'. Below the buttons, the 'MASK CROSSWALK' section is visible. It contains a 'Delete' button, a 'From Mask' input field with the value 'XXX-XX-XXXX.XX-XXX-6XXXXX', and a 'To Mask' input field with the value 'XXX-XX-XXXX.XX-XXX-7XXXXX'. To the right of these fields, there is an 'Object Description' section with two radio buttons: 'Existing Code Description from Budget' (selected) and 'New Object Description from Object Table'. Below this, there is an 'Options' section with four checkboxes: 'Update Payroll Distributions', 'Update EOY Accrual Data', 'Update NY Payroll Budget', and 'Update PMIS Forecast Distribution', all of which are unchecked.

Complete the **From Mask** and **To Mask** fields.

From Mask	Type the from fiscal year code you want to crosswalk.
To Mask	Type the to fiscal year code you want to crosswalk.

Under **Object Description**, select **Existing Code Description from Budget** to retrieve the existing code element description from the current budget.

Do not select any **Options**.

Click **Execute** to execute the process. [Review the report](#).

Old		Description	New		Description
Fnd-Fnc-Obj	So-Org-Prog		Fnd-Fnc-Obj	So-Org-Prog	
163-00-5742.00-000	6-0000	TIME/NOW ACCOUNTS	163-00-5742.00-000	70-0000	TIME/NOW ACCOUNTS
163-00-5749.00-000	6-0000	OTHER RESOURCES FROM LOCAL	163-00-5749.00-000	70-0000	OTHER RESOURCES FROM LOCAL RES
199-00-5711.00-000	6-0000	TAXES-CURRENT YEAR LEVY	199-00-5711.00-000	70-0000	TAXES-CURRENT YEAR LEVY
199-00-5711.01-000	6-0000	TAXES DELQ CY	199-00-5711.01-000	70-0000	TAXES DELQ CY
199-00-5712.00-000	6-0000	TAXES - PRIOR YEARS	199-00-5712.00-000	70-0000	TAXES - PRIOR YEARS
199-00-5719.00-000	6-0000	PENALTY, INT, & OTHER TAX REV	199-00-5719.00-000	70-0000	PENALTY, INT, & OTHER TAX REV
199-00-5739.00-000	6-0000	TUITION	199-00-5739.00-000	70-0000	TUITION
199-00-5742.00-000	6-0000	TIME/NOW ACCOUNTS	199-00-5742.00-000	70-0000	TIME/NOW ACCOUNTS
199-00-5743.00-000	6-0000	RENT	199-00-5743.00-000	70-0000	RENT
199-00-5744.00-000	6-0000	GIFTS & REQUESTS	199-00-5744.00-000	70-0000	GIFTS & REQUESTS
199-00-5744.22-000	6-0000	AB GILBERT DONATION	199-00-5744.22-000	70-0000	AB GILBERT DONATION
199-00-5744.24-000	6-0000	UNITED WAY SCHOLARSHIP	199-00-5744.24-000	70-0000	UNITED WAY SCHOLARSHIP DONATIO
199-00-5745.00-000	6-0000	INSURANCE RECOVERY	199-00-5745.00-000	70-0000	INSURANCE RECOVERY
199-00-5749.00-000	6-0000	LOCAL REVENUE	199-00-5749.00-000	70-0000	LOCAL REVENUE
199-00-5749.00-000	6-0001	COKE INCOME	199-00-5749.00-000	70-0001	COKE INCOME
199-00-5749.00-000	6-0002	CHILD CARE PAYMENTS	199-00-5749.00-000	70-0002	CHILD CARE PAYMENTS
199-00-5749.00-000	6-0003	RW MILLER SCHOLARSHIP	199-00-5749.00-000	70-0003	RW MILLER SCHOLARSHIP
199-00-5749.01-000	6-0000	CAS SAFETY AWARD SCHOLARSHIP	199-00-5749.01-000	70-0000	CAS SAFETY AWARD SCHOLARSHIP
199-00-5749.01-000	6-0001	UNITED WAY SCHOLARSHIP	199-00-5749.01-000	70-0001	UNITED WAY SCHOLARSHIP

Click **Process** to process the changes. You are prompted to create a [backup](#). Otherwise, click **Cancel** to cancel processing.



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