



Update the fiscal year

Table of Contents

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 4 to 5).

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 table with columns for 'Delete', 'From Mask', and 'To Mask'. The 'From Mask' field contains 'XXX-XX-XXXX.XX-XXX-6XXXX' and the 'To Mask' field contains 'XXX-XX-XXXX.XX-XXX-7XXXX'. To the right of the table, there are 'Object Description' options: 'Existing Code Description from Budget' (selected) and 'New Object Description from Object Table'. Below that are 'Options' with checkboxes for 'Update Payroll Distributions', 'Update EOY Accrual Data', 'Update NY Payroll Budget', and 'Update PMIS Forecast Distribution'.



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](#).

Date Run: Mask Crosswalk Report
Cnty Dist: ISD Page: 1 of 28
File ID: N

| 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.



Back Cover