



**(If applicable) Verify the accrual expense table**



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## (If applicable) Verify the accrual expense table

[Payroll > Tables > Accrual Expense](#)

Complete this step for July contracts only at this time. Then, perform this step again in August for August contracts.

Verify the accrual expense table and update the fund/fiscal year to reflect the fiscal year for the new school year (e.g., 199/X and 211/X).

Be sure to include all funds with payroll expenses. Also, add new fund codes if necessary.

The screenshot shows a web interface for managing accrual expenses. At the top, there is a green navigation bar with a home icon, the text 'Tables > Accrual Expense', and a 'Payroll' dropdown menu. Below the navigation bar is a 'Save' button. The main content area is titled 'ACCRUAL EXPENSE' and contains 'Retrieve' and 'Print' buttons. A table with the following columns is displayed: 'Delete' (with a trash icon), 'Fund', 'Expense Fiscal Year', and 'Description'. The table contains seven rows of data, each with a trash icon in the 'Delete' column, a fund number in the 'Fund' column, the number '6' in the 'Expense Fiscal Year' column, and a description in the 'Description' column.

Delete	Fund	Expense Fiscal Year	Description
	199	6	GENERAL FUND
	205	6	HEADSTART
	211	6	TITLE I
	212	6	MIGRANT
	224	6	IDEA-B FORMULA
	240	6	CHILD NUTRITION
	255	6	TITLE II



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