



## decrement



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# Decrement - HRS5500

## Human Resources > Payroll Processing > EOY Payroll Accruals > Decrement

tab is used to specify funds for which the fiscal year should not be decremented when the EOY accrual calculations are performed. The system subtracts one from the fiscal year in the employee's master distribution when expensing the amounts. Generally, federal funds begin in July; therefore, the fiscal year should not be adjusted for expenditures, so those funds should be included in this tab. If a fund is used in multiple pay frequencies and should not have the fiscal year decremented, the fund needs to be set up in all affected pay frequencies in this tab.

Funds that are currently defined in the next year payroll distribution master records are displayed in the drop down when the user clicks **Funds/Yr List**.

It is important to note that if any matching funds and fiscal years are on the Mask Crosswalk table in Mass Change Account Codes under the Budget Utilities menu, the same logic will apply as if there were no change.

If the Mask Crosswalk tab in the Budget Mass Change Account Codes utility has funds and fiscal years that also exist in the EOY accrual calculations, and some of those funds/fiscal years have been selected to not decrement in this tab, the new fund and fiscal year used for expensing the EOY accruals will not be decremented.

**Example:** Fund 211/8 was included with other funds in this tab when EOY accrual calculations were performed. In the mask crosswalk, you have selected to change fund 211/8 to 215/8, and the same logic of not decrementing the fiscal year will apply to the new fund. Accrual reports reflect the fund 215/8, and that fund and fiscal year will be what is posted to Finance. If a fund/fiscal year in the mask crosswalk was not included on the Decrement tab, decrementing of the fiscal year will apply to the new fund.

## Specify funds to not be decremented:

[Select a student](#)

The following receiving options selected on the Options > Purchasing Options page in District Administration determine how information is displayed as well as if certain requisition items can be received on this page.

- If **Use Blind Receiving** is selected, order quantities are not shown on this page.
- If **Allow Partial Receiving** is not selected, only complete requisition items can be received.
- If **Allow Receiving Overage** is not selected, only the original item quantity ordered or less can be received.

Field	Description
Campus ID	
Pass/Fail	

Click **Save**.

**\*\*NOTE:**

### Other functions and features:



[Delete a row.](#)

Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.



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