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# TRS YTD Data

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# TRS YTD Data

***Payroll > Maintenance > TRS YTD Data***

This page is used to display an employee's TRS deposit and grant information if the employee is receiving payments from a grant code. Data is displayed by payroll frequency.

## Review TRS YTD data:

| Field | Description |
|---|---|
| **School Year** | Type the school year in the YYYY format. The system is set to the current year. |
| **Employee** | Begin typing the employee name or number. As you type the data, a drop-down list of corresponding data is displayed. Select an employee and click **Retrieve**. Or, click **Directory** to perform a search in the Employees directory. |

The **Payoff** date field is automatically populated from the employee's primary job.

❑ Under **TRS Deposit Information**, the columns are populated with existing employee contribution information.

- Click to view additional information for the month in the Grant Information grid.
- Click to select the pay date to be used for the pay history records.

❑ Under **Grant Information**, if the employee has a grant, the table is populated.

- Select **Display Combined TRS/Grant Info** to display information in a combined listing sorted by month.

## Other functions and features:

| | |
|---|---|
| **Print** | Click to print the report. Review the report. |

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