Two Year DBT ePARs

When entering multiple fiscal year ePARs there will be a box to check for 'Current and Future Fiscal Year Funding'. This feature is available for:

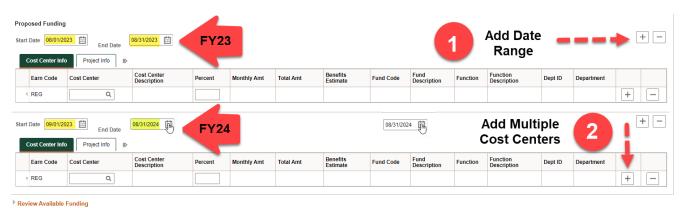
New Appointment, Job Attribute Change, and Change Funding.

✓ Current and Future Fiscal Year Funding

ePAR	New Appointment	
Employee	Information	
Empl ID	Name	
	Create Empl ID	
		· · · · · · · · · · · · · · · · · · ·
Action		
*Action	New Appointment Y Status	Request ID
Explain		Request Dt 07/24/2023
Action		Attachments
Appointme	ent Type V Org Relationship V	Eff Date 08/01/2023 Current and Future Fiscal Year Funding

Once checked you will be able to enter multiple rows under Proposed Funding for each fiscal year.

Click the \blacksquare Button to add multiple date ranges and cost centers.



1.To add date ranges for FY23 & FY24 click the top [+] button.

- 2. To add split funding for each cost center click the [+] on the right. Funding Pct% must equal 100.
- *To start FY24 there should <u>always</u> be a 09/01/2023 row. You must click the 'Current and Future Fiscal Year Funding' box above.
- *The Proposed Funding 'End Date' will be reflected in Job Data as the 'Expected Job End Date'.

