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

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

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

1. To add date ranges for FY22 & FY23 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 FY23 there should always be a 09/01/2022 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’.