

Budget Prep Report Improvements for FY25

NEW

HR341- Merit Eligibility Report- This report combines the eligible and ineligible reports making it easier to identify eligibility and easily see the position the merit can be awarded on

UPDATED

HR284 Salary Increase Report and **HR289 Salary Increase by FOAP**- The merit eligibility indicator has been added to this report. As you are reviewing your merit entries, this will assist in catching merit on an ineligible employee or on the incorrect position for an eligible employee.

HR298- Position Roster by FOAP- you can now run this report in Excel Data format to get raw data file to pivot data as needed. The report no longer breaks into tabs by FOP, all data is rendered on one tab.

HR269- Salary with Longevity and Fringes- Fringe amounts are rounded to whole dollar

HR336- All Fringe Estimates vs Budget Development- this report now includes Longevity data. This report has all the data you need for fringe, longevity and overload. Below is brief overview of what data is on each tab:

Fringe v BudDev- Fringe estimate for all employees on a FOP and the suggested budget amount and amount needed to increase/decrease in the 6B4 budget pool in Budget Development.

Longevity vs BudDev- Longevity estimate for all employees on a FOP and the suggested budget amount and amount needed to increase/decrease in the 6A5 budget pool in Budget Development.

Salary Fringes and Longevity- List of the employees by FOP that make up the suggested fringe and longevity budget amounts and a breakdown by benefit category.

Overload Fringes- Lists employees by FOP with the amount of the overload appointment and associated fringe amount. The overload salary amount should be reserved in 6Z0 and the Fringe added in the 6B4 budget pool