



# ANNOUNCEMENT

**TO:** GeorgiaFIRST Financials Users

**POSTED:** March 12, 2019

**SUBJECT:** FY2020 Budget Prep User Guide Now Available

The FY2020 Budget Prep User Guide is now available on the GeorgiaFIRST Financials website. The guide has been modified to include:

- Separated merit, equity, and promotion raise effective dates**
- Corrected J Pay Group salary and budget calculation**
- Added logic to handle Job Earns Dist**
- Corrected financial build on split distributions**

We recommend you read the FY2020 Budget Prep User Guide carefully before you begin the budget prep process for 2020. Additionally, updates listed above will be available for use on Monday, March 18, 2019 following Release 5.44.

**FY2020 Budget Prep Webex Presentation:**

To further support institutions, ITS will host a Webex presentation this Thursday, March 14, 2019 from 2 - 3:30 p.m. to discuss these changes. If you would like to attend this presentation, the link for the meeting can be found [here](#).

**Additional Budget Prep Documentation:**

You can find all available documentation for the Budget Prep Module on the GeorgiaFIRST Financials website as listed below:

- FY2020 Budget Prep User Guide** is available [here](#).
- Budget Prep Queries and Reports Job Aid** is available [here](#).

Last, we welcome your feedback, so if you have questions or need assistance please submit an incident to the ITS Helpdesk at [helpdesk@usg.edu](mailto:helpdesk@usg.edu).

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