

# July 2009 – My Financial.desktop Biennium Crossover Calendar

Sun	Monday	Tuesday	Wednesday	Thursday	Friday	Sat
			1 Month 24	2 Month 24	3 HOLIDAY	4
5	6	7	8 Month 25	9 Month 1 July Transaction Summary report available	10 Month 25	11
12	13 Month 25	14 Month 1	15 Month 25 <b>Recommended</b> Last day to submit expense transfers for Central Office Review	16 Month 25	17 Month 25	18
19	20 Month 25	21 Month 1 <b>Last day</b> to submit expense transfers requiring Central Office Review to <b>ensure</b> <b>posting to 2007-2009</b> <b>biennium</b>	22 Month 25 <b>Last day for</b> <b>Campus &amp; Central Office</b> <b>users to submit transfers for</b> <b>2007-2009 biennium</b>	23 Month 1	24 Dean's Day	25
26	27 Month 1	28	29 Month 1	30	31 Month 2	

**What you can expect on day(s) marked:**

**Month 24 or Month 25:** Submitted transfers of expenditures that originally posted on, or before June 30, 2009 will be uploaded to FAS for processing at 4pm. Successful transactions will post to June 2009.

**Month 1:** Submitted transfers of expenditures that originally posted on or after July 1, 2009 will be uploaded to FAS for processing at 4pm. Successful transactions will post to biennium 2009-2011.

**Last day for Campus & Central Offices to submit transfers for 2007-2009 biennium is July 22<sup>nd</sup>, by 4pm.**

**Last day for Deans\* to submit transfers for 2007-2009 biennium is July 24<sup>th</sup>, by 4pm.**

**NOTE:** Transactions submitted after 4pm on any cutoff date will NOT be uploaded to FAS on that day. There is no alternate way to submit a transfer to the 2007-2009 biennium after the July 24<sup>th</sup> cutoff date; transfers that are not uploaded by July 24<sup>th</sup> as well as transactions that reject during the July 24<sup>th</sup> processing will NOT post to the 2007-2009 biennium. Transaction submitted after the cutoff on July 24<sup>th</sup> will post to the 2009-2011 biennium, except transfers between two state budgets. Transfers between state budgets from closed biennia are not allowed.

\*Deans are those with "Biennium Close Transfer (Deans/VPs)" access in ASTRA.