Multi-Year Encumbrance Date Logic – End Date

Multi-Year Encumbering obligates salary and fringe for grant funds and federal appropriations for the entire budget period of the grant/appropriation. The process uses the logic below to determine the encumbrance end date.

1. If the Budget Period End Date on the Research Accounting Fund Maintenance Form (FZMRFND) is populated, the encumbrance end date will be the earliest of the following:
   - FZMRFND Budget Period End Date (most common)
   - FZMFUND Termination Date
   - NBAJOBS Encumbrance Override End Date
   - NBAJOBS Job labor distribution FOAPAL changes in the active FY
   - NBAJOBS Contract End Date
   - NBAJOBS Job End Date
   - Maximum Fiscal Year defined on Fiscal Year form, NBAFISC
   - Maximum Payroll Year/Payroll ID defined on Payroll Calendar Rules form, PTRCALN

2. If Budget Period End Date on FZMRFND is not populated, and the Project End Date on FZAGRNT is populated, the encumbrance end date will be the earliest of the following:
   - FZAGRNT Project End Date
   - FZMFUND Termination Date
   - NBAJOBS Encumbrance Override End Date
   - NBAJOBS Job labor distribution FOAPAL changes in the active FY
   - NBAJOBS Contract End Date
   - NBAJOBS Job End Date
   - Maximum Fiscal Year defined on Fiscal Year form, NBAFISC
   - Maximum Payroll Year/Payroll ID defined on Payroll Calendar Rules form, PTRCALN

3. If the FZMRFND Budget Period End Date and the FZAGRNT Project End Date are not populated, no MYE will be calculated. The earliest of the following will be used when calculating the end of the current year encumbrance:
   - FZMFUND Termination Date
   - NBAJOBS Encumbrance Override Date
   - NBAJOBS Job labor distribution FOAPAL changes in the active FY
   - NBAJOBS Contract End Date
   - NBAJOBS Job End Date
   - End Date of the Active Fiscal Year

NOTE: In most cases, two dates that the Grants office maintains will be the dates used for encumbrance end date calculations:
   - Grant Budget End Date on FZMRFND
   - Grant Project End Date on FZAGRNT.