

## ANNOUNCEMENT

**TO:** GeorgiaFIRST PeopleSoft Financials Users

**POSTED:** June 01, 2023

**SUBJECT:** Budget Prep Load Update for COLA Increase

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For GeorgiaFIRST Institutions, Augusta State University, and Georgia State University: In the interest of having data in place for Cost of Living Adjustment (COLA) raises, please complete the OneUSG Connect HCM Export and HCM Budget Prep Load processes between Thursday, June 01, 2023 - Friday, June 09, 2023.

The OneUSG Connect support team will begin preparing the COLA raises DBI on Monday, June 12, 2023, with further processing taking place between Tuesday, June 13, 2023 - Friday, June 16, 2023.

Please make sure your HR team has submitted a final list of deletions from the COLA file, previously provided by SSC, by Friday, June 09, 2023.

The Financials Export process must wait until after Board approval (approximately June 16, 2023).

If users have additional questions or need assistance, please submit a ticket to [oneusgsupport@usg.edu](mailto:oneusgsupport@usg.edu).

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**MORE INFORMATION AND SUPPORT:** For business impact issues, contact the ITS Helpdesk at [helpdesk@usg.edu](mailto:helpdesk@usg.edu) or via the [ITS Customer Services website](#).