PAM | Reconcile Award Budgets



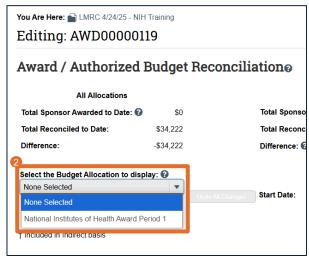
1. Open the Award from the link in your email notification, from your PAM Inbox, or from the Awards page. Click Edit Award.





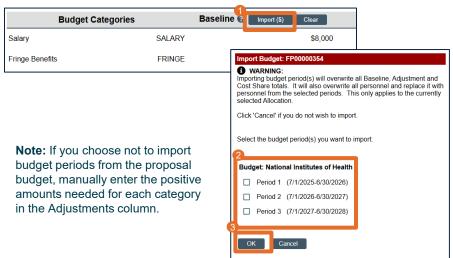
2. On the Budget Reconciliation page, select the budget period allocation to reconcile.





Note: Only authorized and advance account allocations are available to select. Allocations that are not yet authorized cannot be reconciled.

3. On the Import Budget form, select the budget periods from which to import amounts, and click OK.



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4. Adjust the imported values by entering positive or negative values in the Adjustments column until the Difference amount in the page header reaches \$0.

When finished, click Save and Exit.



