

Funding Transfers

Roles: Financial Manager, Financial Manager Assistant

Project Status: All

Funding can be transferred among Projects with master and sub-project relationships.

<i>Step</i>	<i>Task</i>
1.	Click the drop-down next to <i>Go To...</i> and select Project Data Summary .
2.	Scroll to the bottom of the page and click the View Master and Sub-Project Funding command button.
3.	Click the Edit Accounts command button.
4.	Edit the <i>Amount</i> fields to distribute funds between accounts.
5.	Click the Submit command button.