

**Updating the Awarded Budget**

Updated 9.23.19

How to update the budget before the award is added:

In the instance where the awarded budget differs from the proposed budget, ORA may ask that you adjust the budget in the Proposal Tracking (PT) record before ORA adds the award.

1. Navigate to the PT record of the project



1. Go to the budget tab under the Submission section of the PT record and correct all budget periods based on the sponsor awarded budget

