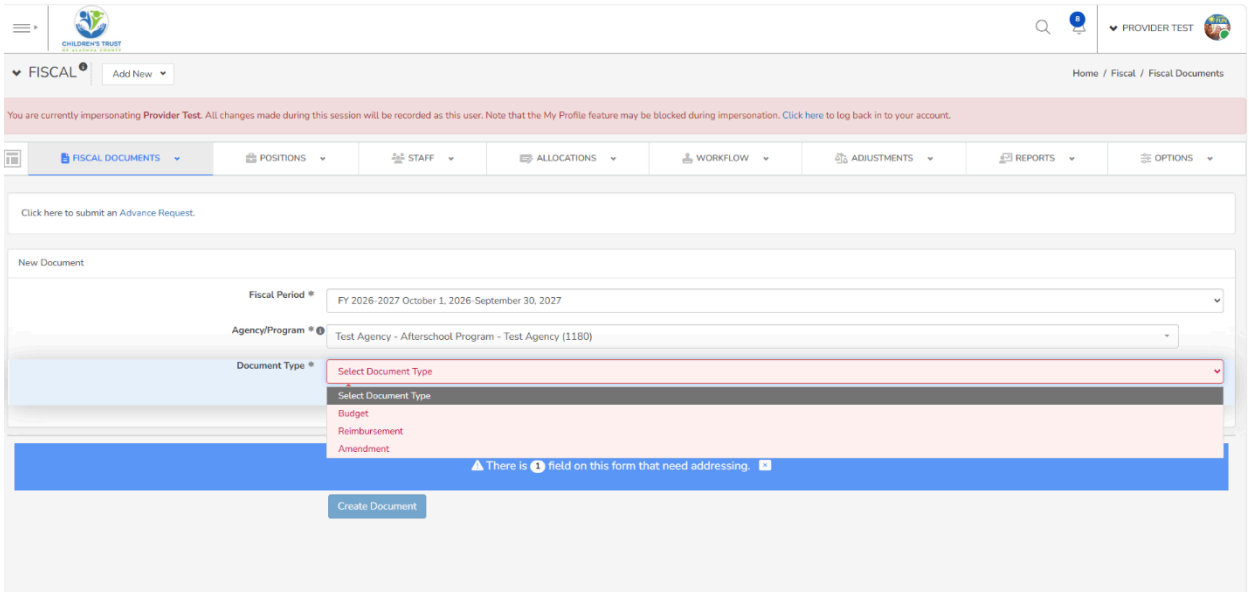
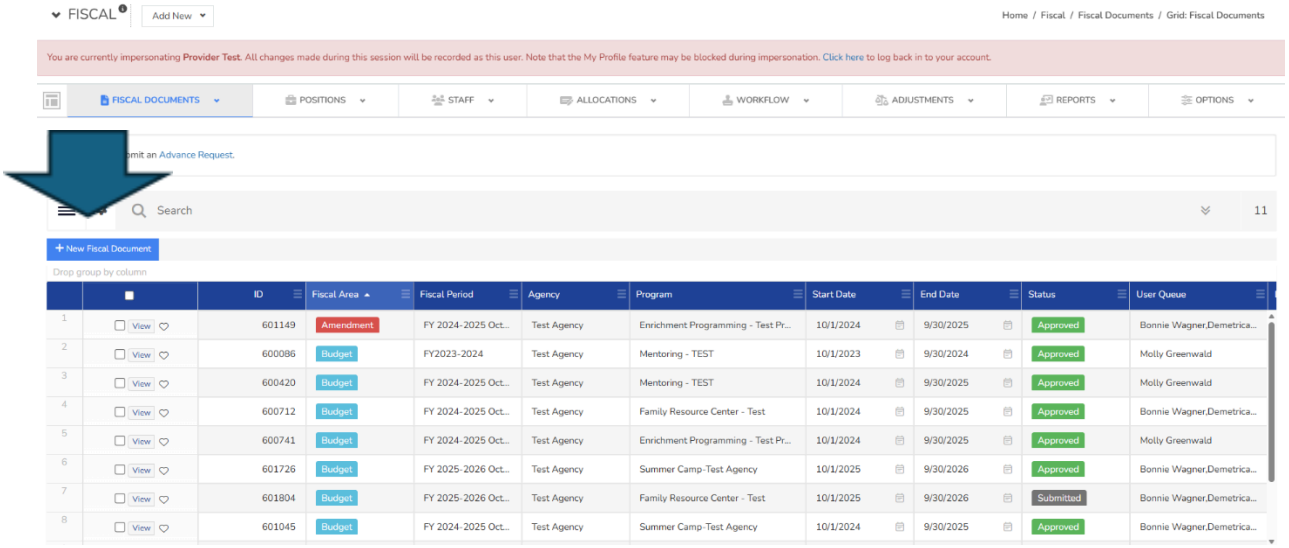
How to do a deliverables budget.

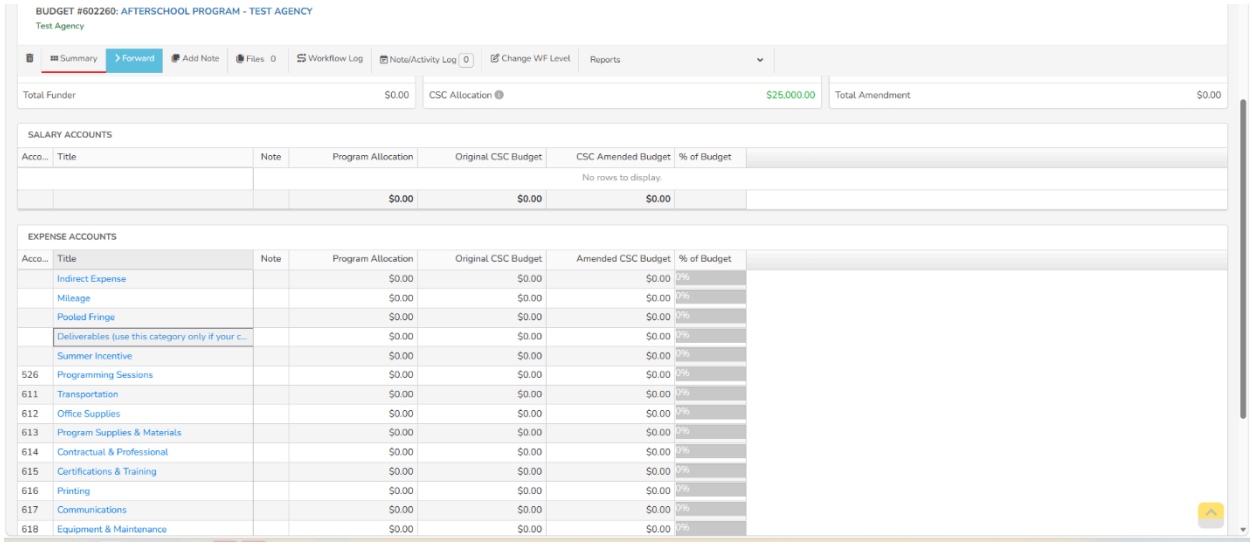
1.Select the **fiscal period**, **program** and **document** type then click on **create document**.



2.Click **New fiscal document**.



3. Click the **deliverables** category.



4. Add the dollar amount in the first box do not add commas. Click the **Tab** key if done correctly the dollar amount will populate in the next two boxes. Add per my contract in the notes section. Click on **save expense**, then **forward** and **submit**.

