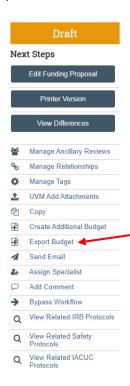


## How to create an Export Budget?

Creating an Export Budget is an optional step for those who find it useful to view the budget as an excel spreadsheet, once entered in UVMClick.



## How to locate an exported budget within a proposal??

Once you are logged into UVMClick and in the desired funding proposal, select 'Export Budget,' as shown in the screenshot above. You can then locate the exported budget by selecting the 'History' tab in the banner, just below the workflow diagram. The exported excel budget will be linked in the Activity list (see screen shot below).

