

## CMM Instructions regarding Adding Obligations from the Same Requisition Line Item's Accounting Line to the Same CLIN

- CMM Users should not “Add from Requisition” the same requisition line item's accounting line more than once on the same PRISM CLIN. If a user needs to obligate the remaining funds from the requisition line item's accounting line they should **edit** the existing ALI within the CLIN (**DO NOT** “Add from Requisition”)
  - If this process is not followed the relationship between PRISM and SAP is broken and obligations do not get recorded in SAP thereby resulting in an imbalance of obligations (PRISM will have more obligations recorded than SAP)
  - If this error is identified it will require investigation on a case by case basis as each situation is unique. A Service Request will be required.

The following chart depicts a real example from PRISM Production.

Accounting Code	Fully Funded Amount	Obligated	Requisition Number
000514260/6100.3100/FC000000/387055.05.02/000/3100/51/ESAX22007D/359A	\$2,200,000.00	\$2,200,000.00	4200181223 Item# 001

Add each PR LI ALI 1 Time to a PRISM Award LI

NOTE: If additional funds remain on the PR LI ALI and the user wants to obligate the funds on the same CLIN the user **must** edit the ALI to increase the obligations – DO NOT select “Add from Requisition” to increase obligations.

The following error will occur if the user does not follow the above guidance:

Accounting Code	Fully Funded Amount	Obligated	Requisition Number
000514260/6100.3100/FC000000/387055.05.02/000/3100/51/ESAX22007D/359A	\$0.00	\$0.00	4200181223 Item# 001
000514260/6100.3100/FC000000/387055.05.02/000/3100/51/ESAX22007D/359A	\$0.00	\$0.00	4200181223 Item# 001
000514260/6100.3100/FC000000/387055.05.02/000/3100/51/ESAX22007D/359A	\$6,000,000.00	\$3,200,000.00	4200181223 Item# 001

DO NOT Add The Same PR LI ALI More Than 1 Time to a PRISM Award LI