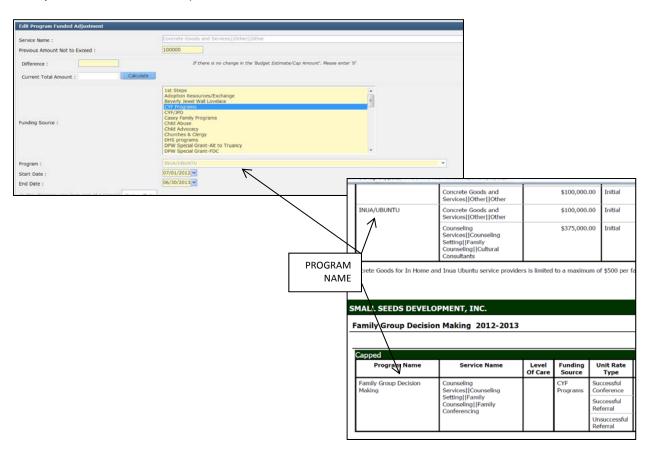


How do I...

REQUEST A NEW PROGRAM BE ADDED TO MPER

On the MPER Allocation Statement Page the Program office staff has the ability to attach a program name to a service/allocation. The addition of a Program Name makes the rate/allocation unique for billing purposes and allows the same service to be used more than once on the same allocation (see example in screen shot below).



To request a new program name be added to the MPER drop down for your office/bureau, email the Contracts Unit Manager.