



## Quick Reference Guide (QRG) Summary of Changes

**Creation Date: 01-21-2026**

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**Revised Date:**

**Revised By:**

**Changes Made:**

# Funding and Wage Decisions

## Section 1: Funding

**Step 1:** From the **Project Summary** page, click the **Fund Package Overview** quick link.

Overview Categories and Items Cost Estimate **Fund Package Overview**

### Project Summary

▼ Project: 123456789 - test

Proposal:

General	Project J/P Number
Counties	123456789
Districts	Project Description*
Points	test
Road Segments	Spec Book*
Bridge Segments	19 - Spec Year 2019 ▾
Workflow	Unit System*
Agency Views	English ▾

**Step 2:** On the **Fund Package Overview** page, click the **Select Fund Packages** button.

Overview Categories and Items Funding: Assign to Items Item Alternate Summary

### Fund Package Overview

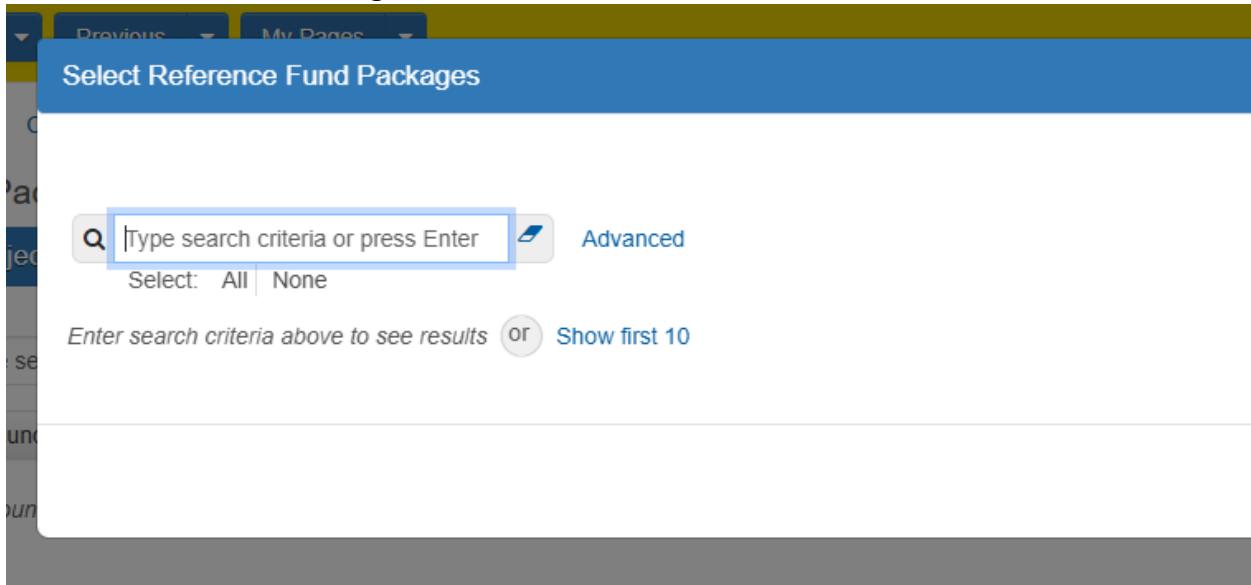
▼ Project: 123456789 - test

Type search criteria or press Enter  Advanced

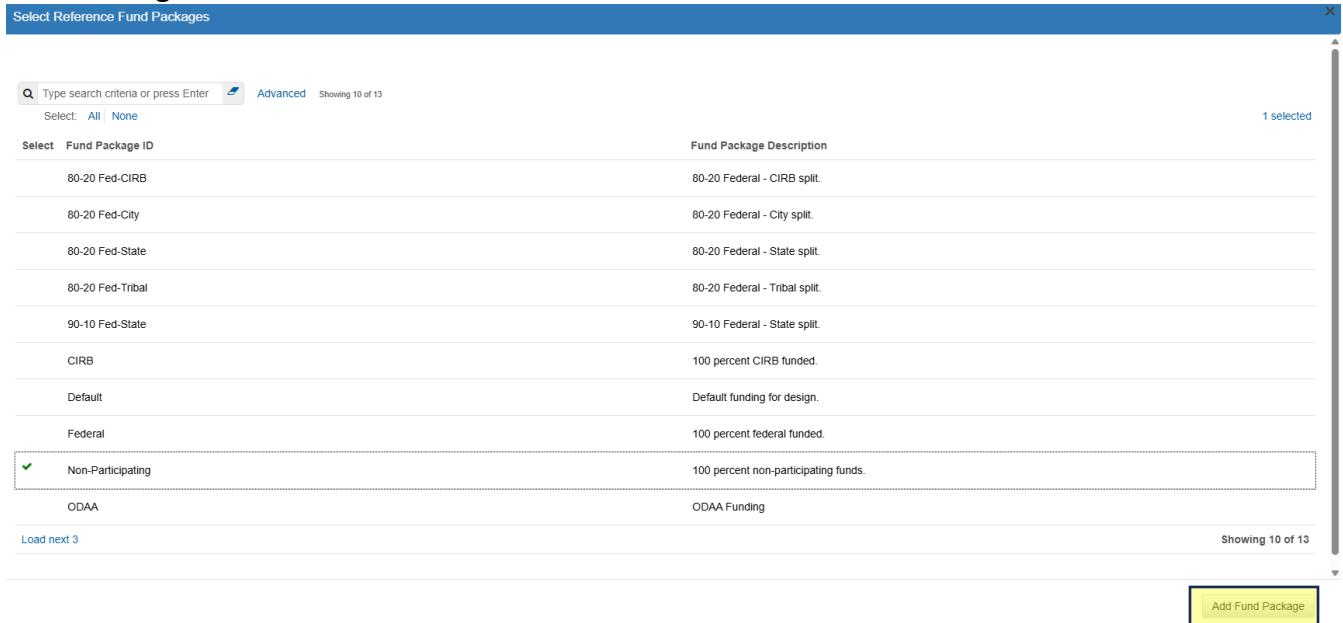
**Select Fund Packages...**

No rows found matching criteria.

**Step 3:** When the **Select Reference Fund Packages** pop up window opens, search for your desired/needed **Fund Package**.



**Step 4:** Once you have found your **Fund Package**, select the Fund Package and click the **Add Fund Package** button.



Select	Fund Package ID	Fund Package Description	Selected
	80-20 Fed-CIRB	80-20 Federal - CIRB split.	
	80-20 Fed-City	80-20 Federal - City split.	
	80-20 Fed-State	80-20 Federal - State split.	
	80-20 Fed-Tribal	80-20 Federal - Tribal split.	
	90-10 Fed-State	90-10 Federal - State split.	
	CIRB	100 percent CIRB funded.	
	Default	Default funding for design.	
	Federal	100 percent federal funded.	
<input checked="" type="checkbox"/>	Non-Participating	100 percent non-participating funds.	1 selected
	ODAA	ODAA Funding	

Load next 3      Showing 10 of 13

**Add Fund Package**

**Step 5:** Back on the **Fund Package Overview** screen, click the hyperlink under the **Funds** field on the **Fund Package Row**.

#### Fund Package Overview

▼ Project: 123456789 - test

Type search criteria or press Enter  Advanced Showing 1 of 1

Select Fund Packages...

Project ID	Funds	Fund Package	Description
12297	1	Non-Participating	100 percent non-participating funds.

**Step 6:** Under the **Funds in Package** component header, enter or edit any needed information on the row.

▼ Funds in Package

Select Funds...

Fund	Descr	Type	Percentage	Limit	Account Fund	OTA Account Fund	Fund Grp
NONP	Non-participating	Other	100.0000				

0 marked for deletion | 0 changed

## Section 2: Assigning the Funding to Items

**Step 1:** On the **Fund Package Summary** page, click the **Funding: Assign to items** quick link at the top of the screen.

Overview Categories and Items Fund Package Overview **Funding: Assign to Items**

Fund Package Summary

▼ Project: 123456789 - test

Fund Packages Non-Participating - 100 percent non-participating funds. ▾

**Fund Package ID \***  
Non-Participating

**Project Level Funding Source**

▼ Funds in Package

**Step 2:** On the **Project Funding Assignment** screen, use the radio buttons to select what categories get funded and by what fund package

Project Funding Assignment

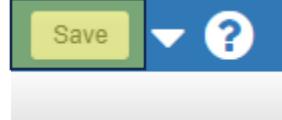
▼ Project: 123456789 - test

Proposal:

All Project Items  
??? - Uncategorized Items

Mixed  None  AO  
Mixed  None  AO

**Step 3: Click Save.**



**Step 4: Click the Project quick link on the top of the screen to return back to the Project.**

Overview Categories and Items Fund Package Overview Item Alternate Summary Item Pricing **Project** Item Worksheet

Project Funding Assignment

▼ Project: 123456789 - test

Proposal:

All Project Items  
??? - Uncategorized Items

### Section 3: Adding Wage Decisions

**Step 1: From the *Project Summary* page, click the **Wage Decisions** quick links.**

Overview Categories and Items Cost Estimate Fund Package Overview Funding: Assign to Items Item Alternate Summary Item Pricing Item Worksheet **Wage Decisions**

Project Summary

▼ Project: 123456789 - test

Proposal:

General	Project J/P Number
Counties	123456789
Districts	
Points	
Road Segments	
Bridge Segments	
Workflow	

Project Description *	<input type="text" value="test"/>
Spec Book *	<input type="text" value="19 - Spec Year 2019"/>

Urban/Rural	<input type="text"/>
E & C Percent	<input type="text"/>
Design Program	<input type="text"/>

**Step 2:** Click the **Select Wage Decisions** button.

Federal Funded  
False

Name	Description
C55	OKLAHOMA

Select Wage Decisions...

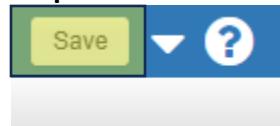
No rows found matching criteria.

**Step 3:** In the **Select Wage Decisions** pop up, search for the needed **Wage Decision** and click **Add to Project** button.

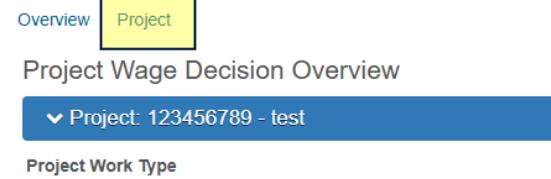
OK020	2025-00	6 300 - Highway	Federal	01/01/2025	General Decision Number: OK190020 01/04/2019 OK20 Superseded General Decision Number: OK20180020 State: Oklahoma Constr
✓ OK021	2025-00	6 300 - Highway	Federal	01/01/2025	General Decision Number: OK190021 01/04/2019 OK21 Superseded General Decision Number: OK20180021 State: Oklahoma Constr
OK022	2025-00	6 300 - Highway	Federal	01/01/2025	General Decision Number: OK190022 01/04/2019 OK22 Superseded General Decision Number: OK20180022 State: Oklahoma Constr

Add to Project

**Step 4:** Click the **Save** button.



**Step 5:** Click the **Project** quick link on the top of the screen.



Federal Funded

False