

7.3. Creating Allocations from Batches

10/29/2024 2:04 pm CDT

With the click of a button, the system will copy the contributions uploaded into the transaction system to census for testing and reporting.

After transaction batches have been posted, a link "Create \$xx.xx Allocations" will appear under "Alloc. from Batch". A warning will also appear if there are pre-existing allocations in the census, letting the user know that those allocations will be overwritten by the copied allocations. When you click this link, the allocation amounts will copy into the census. If using investment accounts, all funds will be summed. Similarly, if there are multiple contribution batches of the same source type, these will also be summed. Please note that a participant must already be in the census to have an allocation copy for them and the system will set the applicable allocation parameter override to yes.

Source	Batch from Alloc.	Compare Trans. to Alloc.	Alloc. from Batch
401K	N/A	Differences Only All 	N/A
MATCH	N/A	N/A	Create \$50.00 Allocations
