Finalizing the CPIP:

After all the Project Detail Worksheets have been created, the next step will be to submit the CPIP to the Executive Budget Office through the OnBase workflow process. This step will "Finalize" your agency's CPIP.

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Finally, at the top, Exit	out of the screen	

In the Processing ^{& Processing} area, click Refresh ^S (Selecting Refresh will update your view of the status of the CPIP.)

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Note: Once the CPIP has been Finalized, it can no longer be edited unless the Executive Budget Office returns it to **Construction status through the Changes Required process.**