Chrome River can allow the user to split an expense between multiple allocations (Indexes).

After selecting the appropriate expense, you will then enter the first allocation (Index) that you would like to use. You have the choice to split by dollar amount or percentage. If you want to split by dollar amount, you will click the ADD ALLOCATION option and select each new allocation that you would like to use and input the dollar amount for each allocation. The dollars amount must equal the amount of the expense request. If you want to allocate by percentage, you will input the percentage amount in each box you see below. The system will automatically update the dollar amount field based on the Amount of the expense type.

If you click on Split Equally, the system will automatically split it 50% by 50%. If you want to clear the splits and start over, you have the Clear Split Option.