



Project Information	
Grantee:	Grant Number:
Project Title:	
Project Director:	Financial Officer:

Submission Information	
Prepared By:	Submission Date:
	Request Number:
Check all of the following affected by the Modification Request.	
Budget Revision Request	
<input type="checkbox"/>	Adjustment to move less than \$10,000 per budget line item.
<input type="checkbox"/>	Adjustment to move more than \$10,000 per budget line item. <i>Requires CATPA Board consideration.</i>
<input type="checkbox"/>	Adjustment to move less than 10% per budget line item.
<input type="checkbox"/>	Adjustment to move more than 10% per budget line item. <i>Requires CATPA Board consideration.</i>
<input type="checkbox"/>	Increase existing grant award.
<input type="checkbox"/>	Decrease existing grant award.
<input type="checkbox"/>	Request to purchase capital equipment valued at more than \$5,000 per item.
Program Revision Request	
<input type="checkbox"/>	Add or delete project initiatives.
<input type="checkbox"/>	Add or delete project goals.
<input type="checkbox"/>	Add, delete or modify existing program objectives.
<input type="checkbox"/>	Add, delete or modify existing program measurements.

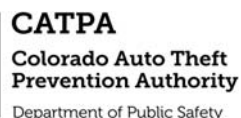
Acknowledgement	
I certify the information provided in this Modification Request is accurate and the requested modifications are not authorized for this CATPA grant project without written approval from CATPA.	
<div></div>	<div></div>
Project Director's Signature	Date

CATPA Office Use Only	
CATPA Office Action:	CATPA Board Action:
Office Review Date:	Board Review Date:
<div></div>	<div></div>
Grant Manager Signature	CATPA Director's Signature



Project Information	
Grantee:	Grant Number:
Project Title:	

Reasoning for Modification Request



Project Information			
Grantee:		Grant Number:	
Project Title:			

Complete this section only if modification is requesting to revise the current budget.

Column A Line Item	Column B Current Budget	Column C Revision Requested	Column D Revised Budget	Column E % Request Change
Personnel	\$ -	\$ -	\$ -	0%
Salaries	\$ -	\$ -	\$ -	0%
Overtime	\$ -	\$ -	\$ -	0%
Supplies & Operating	\$ -	\$ -	\$ -	0%
Travel	\$ -	\$ -	\$ -	0%
Equipment	\$ -	\$ -	\$ -	0%
Consulting Services	\$ -	\$ -	\$ -	0%
Grant Administration	\$ -	\$ -	\$ -	0%
Total	\$ -	\$ -	\$ -	0%

Are any of the percentages in Column E above 10%?

Provide a brief budget justification including needs, impact, cost savings, and calculations.



Program Revision Request

Complete this section only if the modification requests changes to the program initiatives, goals, objectives and/or measurements.



CATPA Office Review

If approved or considered, does this Modification Request require: *(check all that apply)*

Process	Completion Date
<input type="checkbox"/> CATPA Board Consideration	<input type="text"/>
<input type="checkbox"/> State Grant Agreement Amendment	<input type="text"/>
<input type="checkbox"/> State Grant Funding Change Letter	<input type="text"/>
<input type="checkbox"/> State Grant Option Letter	<input type="text"/>
<input type="checkbox"/> Update/Revision to the Grant Equipment Inventory Certification	<input type="text"/>
<input type="checkbox"/> ALPR Checklist Form	<input type="text"/>
<input type="checkbox"/> ALPR Letter of Commitment	<input type="text"/>
<input type="checkbox"/> Increase or Decrease in Funding Entry in CORE	<input type="text"/>
<input type="checkbox"/> Increase or Decrease in Funding Entry in FARS	<input type="text"/>
<input type="checkbox"/> Grantee to engage or modify a Vendor Contract	<input type="text"/>
<input type="checkbox"/> Grantee to engage or modify an Information Technology contract	<input type="text"/>