

Budget Changes: Email Notification Form

This form is to be used by grantees to <u>provide email notice of changes</u> budget items <u>as required by RFA Appendix G: Revisions to Program Plan or Budget</u>. Items that need to be changed on schedule C, or changes that cumulatively exceed 10% of the grant allocation, must be done via a formal amendment in the Perkins grant portal. If additional lines are needed, please use additional forms.

Email a copy of this form to the college's designated THECB Perkins grant advisor.

Retain a copy of this form for documentation purposes; a copy will be on placed on file with THECB.

Institution Information:

Budget Schedule:

College:	
Mailing Address:	
City, State, Zip:	
Project Director:	
Phone:	
Email:	
Date:	

Schedule A: Salaries and Fringe Benefits
Schedule B: Travel
Schedule D: Consultant and Service Contracts
Schedule E: Subgrants
Schedule F: Operating Expenses,
Services, Books, and Supplies
Schedule G: Administration

Budget Schedule	I. Activity	Line	II. Description	III. Amount
		13	DELETE, Technical Campus - Automotive Technology - Chevy 6R80 Transmissions (6 @ \$1,700) will provide hands-on experience for non-traditional students. CLNA Goal II. (Must include ADD, REVISE, DELETE, etc. as instructed in the RFA)	\$ (10,200)

Texas Higher Education Coordinating Board Use Only

REQUEST: #	STATUS:	INTERNAL NOTES:	DATE:
#	APPROVED DISAPPROVED		
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