Re-Budget Request Form

Title of Project: ____________________________________________________________
Principal Investigator Name: ________________________________________________
Department: ___________________________ Phone Number: _______________________
Granting Agency: ___________________________________ Agency Grant Number:
ETSU Grant Index Number: ___________________________ ORSPA Proposal No:
Grant Period -- From: _____________ To: _____________

Please provide a detailed justification for the Re-Budget Request. Be as precise as possible in order to avoid delays in processing. (Attach additional sheets as necessary.)

Re-Budget the following grant funds:

<table>
<thead>
<tr>
<th>From Acct Code</th>
<th>Account Code Description</th>
<th>To Acct Code</th>
<th>Account Code Description</th>
<th>Amount to re-budget</th>
<th>% line item Δ</th>
</tr>
</thead>
</table>

In requesting this re-budget, I certify that I have reviewed the requirements of the funding source listed above and that this request is in compliance with those requirements, including:

- Prior approval required for re-budgeting ☐ ☐ ☐
- Required approval documentation attached ☐ ☐ ☐

TITLE SIGNATURE DATE

PRINCIPAL INVESTIGATOR ___________________________________________ _____________
CHAIR _____________________________________________________________ ____________
DEAN/DIRECTOR _____________________________________________________ ____________
ORSPA ______________________________________________________________ ____________

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