BUDGET MODIFICATION

Date:

Employee:



This form should be used to adjust individual line items on previously approved budgets when circumstances subsequently change. Programs funded by outside agencies should attach writen (or e-mail) approval from the funding agency. Any modification increasing the approved budget requires NPTEC approval via subcommittee. **PLEASE FILL IN ENTIRE BUDGET **

Dept./Department #:

	USE A NEGATIVE NUMBER IN THE MODI	FICIATION AMOUNT COLU	MN WHEN SUBTRACTING	G
ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	MODIFICATION AMOUNT	REVISED BUDGE
7010 *	Salary & Wages	\$	\$	\$
7015 *	Fringe Benefits	\$	\$	\$
7020	Consultants	\$	\$	\$
7025	Subcontracts	\$	\$	\$
7035	Training	\$	\$	\$
7060 *	Travel	\$	\$	\$
7065	GSA Vehicles	\$	\$	\$
7066	Service to Participants	\$	\$	\$
7070	Supplies	\$	\$	\$
7075	Rent	\$	\$	\$
7080	Repairs & Maintenance	\$	\$	\$
7090	Telephone	\$	\$	\$
7100	Capital Outlays / Equipment	\$	\$	\$
7700	Other Expenses	\$	\$	\$
		\$	\$	\$
		\$	\$	\$
7800 *	Indirect Expense	\$	\$	\$
Total of Modifications Must Equal 0		\$	\$	\$
Manager/Director Date		Respons	sible Accountant	Date