

### NASSAU COUNTY YOUTH BOARD REQUEST FOR BUDGET AMENDMENT

AGENCY \_\_\_\_\_ Program # \_\_\_\_\_

I request the following amendment for the **Contract Period:** \_\_\_\_\_

Budget changes requested (Follow the order of the budget items listed in the approved Program Budget i.e. Personal Services; Contracted Services; Maintenance and Operation; and Facility Repairs):

LIST LINE ITEM(S) OF PRESENT BUDGETED TO BE DELETED OR REDUCED	AMOUNT OF DECREASE	LIST ITEMS TO BE INCREASED OR ADDED TO THE BUDGET	AMOUNT OF INCREASE

TOTAL: \_\_\_\_\_

TOTAL: \_\_\_\_\_

Line item justification for the requested amount, and description of changes to the program which will result. ( Attach an extra sheet if necessary.):

Approved for Agency: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*TO BE COMPLETED BY YOUTH BOARD\*\*\*\*\*

Program Manager: \_\_\_\_\_ Date: \_\_\_\_\_

OFM Auditor: \_\_\_\_\_ Date: \_\_\_\_\_