

Appalachia HIDTA Budget Reprogramming Request			
This form is to be used by Initiative/Task Force Commanders that would like to request a budget reprogramming/ budget adjustment in their current AHIDTA budget.			
Initiative Name:			
Task Force Commander:			
Date of Request:			
Justification: Provide a <u>detailed</u> and <u>thorough</u> explanation of why this task force has a need for this reprogramming.			
Reprogram funds FROM:		Reprogram funds TO:	
INITIATIVE/AGENCY-		INITIATIVE/AGENCY-	
Category:	Amount	Category:	Amount
Personnel		Personnel	
Fringe		Fringe	
Overtime		Overtime	
Travel		Travel	
Facilities		Facilities	
Services		Services	
Equipment		Equipment	
Supplies		Supplies	
PEPI		PEPI	
Total		Total	
Task Force Commander Signature: _____ Printed Name: _____ Date: _____			
State Coordinator's Recommendation:	Yes or No	Director's Approval:	Yes or No
Date:		Date:	
State Coordinator's Signature:		Director's Signature:	
State Coordinator's Comments:		Director's Comments:	
Note: <i>If this request includes a request for equipment, an AHIDTA Equipment Request Form must be submitted with this request.</i>			