

Texas Council For Developmental Disabilities

Budget Revision Form Instructions

Section I – List the amounts that you wish to change in each category, making sure that all changes balance out in total dollars. **No adjustments will be approved that increase the total amount of the original TCDD award.**

Section II - The reason(s) for each requested change(s) should be clearly stated in the space provided on the form. You may attach an additional sheet if space requires.

All reports submitted after a Budget Revision Form is approved must contain the latest approved budget. When rebudgeting line items, be sure to keep the budget totals TCDD and match) of the award unchanged.

(For visual clarification, see Budget Revision Flowchart.)

Form GM-021 – Budget Revision Form