



Certified Local Conservation Corps Grant Programs Grant Change Request Form

This form must be completed for any proposed changes to the grant's scope of work as stated in the grant agreement. **All changes must be approved by the CCC prior to implementation.**

Date of Request:	Local Conservation Corps:
Grant Program:	Grant Agreement #:
Project Title:	Project Manager:

1. Type of Change Request (select all that apply):

- Project Activity/Deliverable Project Location Project Performance Period Budget

2. Proposed date when change will take effect: _____

3. Describe the change(s) you are requesting in detail. For changes to the budget, please list directly in the space provided the specific line item modifications you are requesting. Add pages as necessary.

4. Provide the justification for the change(s), including factors that led to the change and proposed solution. Add pages as necessary.

PLEASE ATTACH ALL REQUIRED SUPPORTING DOCUMENTATION:

- Project Activity/Deliverable: Any applicable documentation supporting and/or confirming the request.
- Project location: Updated project map and photos of proposed/new area.
- Project Performance Period: Updated timeline for major project milestones.
- Budget changes: Updated CCC 510 Budget Estimate Form showing all line item movements.



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CCC REVIEW:

Date of Request:	Local Conservation Corps:
Grant Program:	Grant Agreement #:
Project Title:	Project Manager:
ANALYST REVIEW	
Reviewed by: _____	
Analyst Review (Comments/Follow-up):	
Signature: _____	Date: _____
MANAGER REVIEW	
Reviewed by: _____	
Additional Comments:	
Signature: _____	Date: _____
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	