



## 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.

<b>Initiative Name:</b>	
<b>Task Force Commander:</b>	
<b>Date of Request:</b>	

**Justification:**  
 Provide a detailed and thorough explanation of why this task force has a need for this reprogramming.

<b>Reprogram funds FROM:</b>	<b>Reprogram funds TO:</b>
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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	
<b>Total</b>		<b>Total</b>	

**Task Force Commander Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

	Yes or No		Yes or No
<b>State Coordinator's Recommendation:</b>		<b>Director's Approval:</b>	
<b>Date:</b>		<b>Date:</b>	
<b>State Coordinator's Signature:</b>		<b>Director's Signature:</b>	
<b>State Coordinator's Comments:</b>		<b>Director's Comments:</b>	

**Note:**  
*If this request includes a request for equipment, an AHIDTA Equipment Request Form must be submitted with this request.*