

BUDGET ALLOCATION/REDIRECTION FORM



Date: _____ Requesting Coalition: _____ Requester: _____

Allocation/Redirection of Coalition Funding

An allocation/redirection of funds is needed for the following reasons:

- **Funds in original budget were put in as a placeholder.** A detailed budget justification must be provided. Use the budget template provided by GDPH. *(Note: The table below may or may not be needed.)*
- **Funds are being redirected from one category to another.** Complete the table below. Please note that the budget must not exceed the original authorized amount.

Budgeted Line Item to be Reduced	Budgeted Category to be Reduced	Original Awarded Line Item Budget Amount	Amount of Funds to be Reallocated	Category to Receive Reallocated Funds	Line Item to Receive Reallocated Funds
		\$	\$		
		\$	\$		
		\$	\$		
		\$	\$		
		\$	\$		
		\$	\$		
TOTAL AMOUNT TO BE REALLOCATED			\$		

Provide a full, **DETAILED** justification as to why the reallocation is needed (*answer: WHO, WHAT, WHEN, WHERE, and WHY*). Attach additional pages as needed:

Coalition Facilitator Signature: _____ Date: _____

Coalition Executive Signature: _____ Date: _____

SUBMIT COMPLETED FORM TO DPH (DPH-EPR-CoalitionSupport@dph.ga.gov)

DPH Use Only | Received: _____ Approved Denied

DPH Authorized Signature: _____ Date: _____

Comments: _____ Budget Reallocation Tracking #: _____