

**OFFICE OF SPONSORED PROGRAMS**

SOUTHERN UNIVERSITY AND A&M COLLEGE

INITIAL BUDGET FORM

**(For Grant/Contract Awards ONLY)**

REQUEST FOR MODIFICATION SUBR ACCOUNT # \_\_\_\_\_

Revision # \_\_\_\_\_

Project Title: \_\_\_\_\_

PI/Director \_\_\_\_\_

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

CODE	OBJECT CLASS	PRESENT BUDGET	DEBIT (Decrease)	CREDIT (Increase)	REVISED BUDGET
61000	Personnel Services				
61040	Wages				
61201	Undergraduate Student				
61301	Graduate Assistant				
62000	Benefits				
71000	Travel				
72000	Operating Services				
73000	Supplies				
74000	Professional Services				
75000	Other Charges				
76200	Equipment ≤ \$4,999				
76300	Equipment ≥ \$5,000				
76500	Major Repairs				
78000	Student Aid & Scholarships				
78200	Participant Support				
77010	Indirect Costs				
77201	Fee & Cost Recovery - Service Contracts				
77700	Sub-Agreements				
	<b>TOTALS</b>				

_____	_____
<b>Principal Investigator/Project Director</b>	<b>Date</b>
_____	_____
<b>Chairperson/Dean/Vice Chancellor</b>	<b>Date</b>
_____	_____
<b>Post Award Specialist (OSP)</b>	<b>Date</b>

All budget revisions must include a detailed budget justification that explains the following:

1. Why the budget revision is needed
2. Is there a change in the scope of work
3. How the budget revision will further the objective(s) of the project.