



Chapter 19 Budget, Scope and Other Changes

Program and budget revisions may be considered for minor changes to what was approved in the grant application. The grantee must obtain prior written approval from CVAD for changes to scope of services or the approved budget. Program and budget revisions are not automatic. Grant scope and budget changes are not accepted within the final 30 days of the contract period.

Requests for the following must be submitted in Iowa GVS [by following these instructions.](#)

- Budget revisions - see the budget revision page in this chapter
- Scope of work changes - see the scope of work page in this chapter
- Project director changes - see the attached instructions - this will result in an amendment to the contract
- Staff changes - see the attached instructions - TBH or vacant positions need to be updated with names as soon as possible
- Match waivers - see the attached instructions - this applies to VOCA and as of 2022, VOCA match is waived

