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# House Appropriations Committee

# 2025 Budget Amendment Request Form

## 

## DEADLINE FOR DELEGATES TO SUBMIT REQUESTS TO HAC STAFF IS

## 5:00 PM, FRIDAY, JANUARY 10, 2025

**house Patron**:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name of Delegate)

## delegate Contact Name & Phone Number:

## \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| (Name of Contact) |  | (Phone Number) |

## Agency Name:

## \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Primary Objective of Amendment:

**Increase/Decrease:**

Use this section to indicate whether your amendment would require an Increase or Decrease in appropriated funds. General Fund (GF) monies are derived from taxes levied on individual and corporate income, sales, public service corporations, and insurance companies. Nongeneral Fund (NGF) monies consist of special fund revenues, higher education operating monies (tuition, special revenues and federal grants), highway maintenance and construction funds, trust and agency funds, and federal trust funds.

|  |  |  |
| --- | --- | --- |
| ***Funding*** | ***First Year*** | ***Second Year*** |
| **Increase** | **GF $** | **GF $** |
| **Decrease** | **NGF $** | **NGF $** |

**Position Level:**

Use this section to indicate if a change in the number of full-time equivalent (FTE) positions dedicated to a specific program activity or agency is requested. If you are unsure, leave the space blank.

|  |  |  |
| --- | --- | --- |
| ***Position Level*** | ***First Year*** | ***Second Year*** |
| **Increase** | **GF FTE** | **GF FTE** |
| **Decrease** | **NGF FTE** | **NGF FTE** |

**Explanation of Amendment** (Explain and/or Include Materials**)**

Please explain the amendment, provide any proposed language and attach explanatory materials. THIS IS THE MOST IMPORTANT PART OF REQUESTING AN AMENDMENT as it ensures the HAC staff has adequate background information to draft the budget amendment request**.**

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