



House Appropriations Committee (HAC) 2026 Budget Amendment Request Form

DEADLINE FOR DELEGATES TO SUBMIT REQUESTS TO HAC IS 5:00 PM, FRIDAY, JANUARY 16, 2026

HOUSE PATRON:

(Name of Delegate)

OFFICE CONTACT:

(Name of Delegate Contact)

(Delegate Contact Phone Number)

AGENCY NAME:

AMENDMENT OBJECTIVE:

Please indicate the House Bill that your budget amendment request relates to: ☐ HB 29 (or) ☐ HB 30

INCREASE/DECREASE

Use this section to indicate whether the 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. The General Fund is the major source of support for many State functions. 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

☐ Increase
☐ Decrease

First Year

GF \$ _____
NGF \$ _____

Second Year

GF \$ _____
NGF \$ _____

POSITION LEVEL

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

Position Level

☐ Increase
☐ Decrease

First Year

GF FTE \$ _____
NGF FTE \$ _____

Second Year

GF FTE \$ _____
NGF FTE \$ _____

EXPLANATION OF AMENDMENT (Explain and/or Include Materials)

Please explain the purpose of the amendment or 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.

IF YOU HAVE BUDGET RELATED QUESTIONS PLEASE CONTACT THE APPROPRIATIONS STAFF AT (804) 698-1590

Please return this signed, original form to: House Appropriations Committee Staff, General Assembly Building, 12th Floor

This form can also be found on the House Appropriations Committee's website: <http://hac.virginia.gov>

***** PLEASE KEEP A COPY OF THE COMPLETED FORM & SUPPORTING DOCUMENTATION FOR YOUR RECORDS *****