

Healthy Urban Tree Canopy Grant Program PY 2022 Change Request Form

Change Request Information: Submit by email with the Project ID# and Change Request in the subject line to aball@cuyahogacounty.us.

Project	[Enter Project ID#]	[Enter project title]	
Applicant	[Enter Contact Name]		
Date	[Enter Date Request Submitted]	Enter the Number of Change Requests Submitted	[E.g., if this is the first request 1, if you are revising again 2, etc....]

What Are You Changing? (mark all that apply)

Budget	<input type="checkbox"/>
Schedule	<input type="checkbox"/>
Scope/Tasks	<input type="checkbox"/>
Other	<input type="checkbox"/>

Please attach revised workplan or materials to compare to original submission e.g., project expenses worksheet, schedule, tree inventory worksheet, etc....

Change Request Details:

Description: Enter brief description of change request.

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Justification: Enter justification of change request.

To Be Filled Out by Healthy Urban Tree Canopy Team

Date		Decision	<input type="checkbox"/> Accepted	<input type="checkbox"/> Rejected
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Comments: Enter additional comments	
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