

BUCKS COUNTY TOURISM GRANT PROGRAM

Grant Change or Extension Request Form

Please use this form for the following purposes:

- If your organization is requesting a change to the scope of work or allocation of budgeted expenses for a previously awarded grant.
- If your organization is unable to complete your project within one year following a grant award.

Name of Organization:

Program Director:

Email:

Phone:

Grant Project:

Amount Awarded:

Program Director Signature:

Date:

Please select one of the following:

- Request for Project Change
- Request for Extension

Reason for project change or extension:

Project Change

Description of proposed project change:

Description of budget (attach original and amended budget if needed):

Benefit to tourism:

Project Extension

Description of the anticipated time needed to complete project:

All requests will be submitted to the Grant Committee. The Grant Committee may request additional supporting documentation or budget information in evaluating this request. If a request for an extension or change is not approved by the Grant Committee, return of all or part granted funds may be required.

Send completed forms and questions to:
Kelley Keeling, Senior Research & Destination Development Manager
KelleyK@VisitBucksCounty.com - 215.639.0300 x240

For Internal Use Only:

Admin/Date:
Approved By:

Initials:
Date: