REQUEST FOR BUDGET AMENDMENT

To: Marshall University Research Corporation	D (
Attention: College/Depa	_ Date: artment:	
Project Title: Conege/Depa	nument	
Banner Fund/Org. No.:		
Please make budget changes as follows:		
Make sure to reference MURC's chart of accounts (http://www.marshall.edu/murc/files/Expense-Account-List.pdf).	INCREASE	DECREASE
Salaries		
Benefits		
Travel		
Equipment		
Supplies		
Contractual – Please specify below:		
Sub-awards		
Service Contracts		
Other - Please specify below:		
Indirects		
Total (Increase & Decrease <i>must</i> be same amount)		
JUSTIFICATION – Specifically state why it is necessitem(s) is being increased/specifically state why a line		
Principal Investigator:	Date:	

val: _____ Date: ____ ***Agency approval attached, if applicable***