

Reclamation Manual

Directives and Standards

WaterSMART Drought Response Program Request for a Change in the Project Scope Form (DATE)

Entity:
Agreement#:
Region:
GOTR:
Fiscal Year Awarded:
Original Project Completion Date:
Revised Project Completion Date (if applicable):

Please briefly explain the project:

Please explain the reason(s) for the requested change of scope:

Will the change in scope result in the need for a time extension or result in any additional costs to Reclamation? Please explain.

Please provide revised milestones for completion of the remaining tasks (see I.5 of the agreement):

Milestone/Task/Activity	Planned Start Date	Planned Completion Date

Could the issue(s) have been avoided? Please explain.

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Will the change in scope in any way minimize the expected project benefits identified in the financial assistance agreement? Please explain.

Yes:

No:

Has the project already received a time extension(s) or change in scope?

Yes:

No:

What is the likelihood that another change in scope request or a time extension request will be necessary in the future?

Does the Drought Response Program Regional Coordinator recommend approving this request?

Yes:

No:

If No, Please explain:

____ RECOMMEND APPROVAL OF REQUEST

____ RECOMMEND DENIAL OF REQUEST

Reclamation Drought Coordinator

Date

____ CONCUR WITH RECOMMENDATION FOR APPROVAL OF REQUEST

____ RECOMMEND DENIAL OF REQUEST

Manager, Policy Water Resources & Planning Division

Date