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):

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<th>Milestone/Task/Activity</th>
<th>Planned Start Date</th>
<th>Planned Completion Date</th>
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Could the issue(s) have been avoided? Please explain.
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