**alameda ctc funding Shift Approval Form**

**Administrative Amendment No. [X]**

Per the Section III.1 of the Agreement - Obligations of Alameda CTC Administered Funds authorized by this Agreement may be shifted between the phases of the PROJECT covered by this Agreement, or between activities in the same phase of the PROJECT. This includes shift funding obligations between PHASES, fiscal years and/or obligations between “Contracts” and “Sponsor Staff” costs.

The Project Sponsor must: (A) Obtain Alameda CTC written approval of in advance through completion and submittal to Alameda CTC of this form: Alameda CTC Funding Shift Approval Form; and (B) Provide a revised and updated Appendix A – Project Control Information to the Agreement which reflects the requested shift of the funding obligations authorized by this Agreement and demonstrates that the phase or activity from which the funds were shifted remains fully funded.

**The purpose of this Amendment No. [Insert No.] is to document the Project Sponsor’s request and Alameda CTC’s approval of the shift of Alameda CTC Administered Funds** **obligations as reflected in the table(s) below and in the revised Appendix A – Project Control Information and Appendix B: Alameda CTC Administered Funds Obligated by this Agreement.**

|  |  |
| --- | --- |
| **Sponsor:** |  |
| **Project No.:** |  |
| **Agreement No.** |  |
| **Project Description:** |  |
| **Date Executed:** |  |
| **PHASE(S):** |  |

*Attached are Revisions to tables in*

Appendix A: Project Control Information

Appendix B: Alameda CTC Administered Funds Obligated by this Agreement

|  |  |  |
| --- | --- | --- |
| **SPONSOR** |  | **Alameda CTC** |
| Requested by: |  | Approved by: |  |
| Authorized Signature: |  | Authorized Signature: |  |
| Date: |  | Date: |  |