National Partnership Agreement on Disaster Risk Reduction

**Natural Disaster Risk Reduction** **Grants Program**

**Project variation request form**

# **1. PROJECT DETAILS**

|  |  |
| --- | --- |
| **Funding Recipient** |  |
| **Project Title** |  |
| **Project Manager** |  |
| **Project Outline** |  |
| **Project Status update** |  |

# **2. VARIATION**

|  |  |
| --- | --- |
| **Description of variation** |  |
| **Justification for variation request** |  |
| **Expected outcomes and benefits of variation** |  |

# **3. IMPACT OF VARIATION**

|  |  |  |
| --- | --- | --- |
| **CATEGORY** | **PROPOSED VARIATION** | **IMPACT OF VARIATION** |
| **SCOPE** |  |  |
| **TIME** |  |  |
| **COST** |  |  |
| **OPERATIONAL REQUIREMENTS**  |  |  |

**4. NEW PROPOSED MILESTONE PLAN (if necessary)**

|  |  |  |
| --- | --- | --- |
| **KEY MILESTONE NUMBER** (from original funding)  | **TASK** | **NEW COMPLETION DATE** |
|  |  |  |
|  |  |  |

Upon completion, please submit this request (with any supporting documents) by email to the SES Grant Coordinator: grant.coordinator@ses.tas.gov.au

***Internal Use Only***

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| --- |
| **SEMC \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sub-committee recommendation:****Variation is supported / not supported** |
| **Comments** |
| **Signed:**  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Date:**  | ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** |
|  | Assistant Director – Emergency Management Unit (SES) |  |  |