

Budget Modification Request Process

PRIOR TO EXPENDITURE!!!

- A Lead Local Educational Agency (LEA) is required to obtain prior approval from the South Central Coast Regional Consortium (SCCRC) prior to making any budget modifications of 10% or more from any K12 Strong Workforce Program funded project.
- The Budget Modification Request must describe the justification as it relates to the K12 SWP funded project, along with supporting bids or price quotations.
- The Budget Modification Request form should be completed and submitted online by the Lead LEA *prior to any purchases*.

Budget Modification Steps

