Modification request FORM

Template

Version 2

08.2024

1. Project identification

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| Project ID |  |
| Acronym |  |
| Lead partner organisation |  |
| Programme specific objective |  |
| Type of modification | Modification of partnership  Modification of activities/deliverables/outputs  Modification of budget  Extension of project duration |

1. Subject of modification request

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| *What is the subject of the requested modification?*  *Please very briefly and clearly explain what the modification is about.* |
| *2-3 sentences* |

1. Reasoning and justification

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| *What is the reason/cause of the modification?*  *Describe background information that is leading to the requested change and provide a sound justification for the proposed measure.* |
| *Max half page* |

1. Implications on project objectives/expected results and work plan, if applicable

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| *Briefly explain possible consequence(s) of the modification on*   * *the work plan (activities, deliverables and outputs, indicators)* * *achievement of project specific objectives and expected results* |
| *Max half page* |

1. Implications on the budget, if applicable

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| *In case of budget modifications, please be specific in relation to the increases and/or decreases in the following:*   * *Total LP/PPs budget (e.g. increase in LP budget by xxx EUR, %)* * *Budget as per cost category at the project level (e.g. increase in CC1 by xxx EUR, %)*   *In case of extension of project duration, please indicate the budget shifted to the extended/new reporting period.*  *In case of a reduction of the project budget, please indicate the total and ERDF by which the overall budget will decrease.* |
| *Max half page* |

1. Request for retro-active approval, if required

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| *If a retro-active approval is required, please indicate the date as from when the modification should enter into force.* |
| *(DD.MM.YYYY)* |

1. List of annexes

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| *Please refer to chapter III.4.2 of the programme manual chapter for the required supporting documents.* |
| * *Xx* * xx |

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| **Date, name and signature of Lead partner legal representative** |  |