

Delaware Division of the **Arts**

FY2021 COVID Project Scope & Timeline Adjustment Form

In recognition of the impact the COVID-19 outbreak has had on the programs and operations of Delaware's arts sector since the submission of the original grant applications, grantees are asked to provide an update on their projected FY2021 programs, activities, and budgets. Please complete and submit this form to smartde@delaware.gov by August 15, 2020.

While we do not wish to place additional pressure or hardship on organizational grantees at this time, it is important that your grant application contain accurate information about the purpose of the funding that is awarded. Changes to the scope, timeline, and/or budget of projects will not be viewed negatively or impact the outcome of future proposals and funding. The Division of the Arts recognizes the need to be flexible and creative.

Once reviewed and approved by Division staff, the form will be attached to the applicant's FY2021 application in smARTDE to become part of the application record.

This completed form must be submitted to the Division prior to release of the first payment of the FY2021 grant award.

Original Project Scope & Timeline	
Organization:	
Grant Type:	
Brief Overview of Project:	
Dates/Timeline:	
Total Project Budget:	
DDOA Award Amount:	
Point-of-Contact:	
POC Email:	
POC Phone #:	

Adjusted Project Scope & Timeline

<p>Proposed Changes to Scope:</p>	
<p>Proposed Changes to Timeline: (if applicable)</p>	
<p>Proposed Budget Adjustments: (You may attach a separate revised budget in PDF format)</p>	
<p>Additional Information:</p>	

Date	Project Point-of-Contact/Grant Manager	Signature