

Allocation Adjustment Form

*To be used for a change in a current year funding allocation in respect of an ongoing previously approved project. Form to be completed by NTA Project Manager/ Senior Project Manager*

Add rows as required

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sponsoring Agency** | **Project Name** | **PRS Project Code** | **Allocation Increase/ Decrease** | **Adjustment Value** | **Reason** |
|  |  |  |  |  |  |
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**FOR NTA USE ONLY:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Decision (select one and comment if required). Decision selection should be completed by the NTA Section Head and endorsed by subsequent approvers through sign off.** | | | |
| * Approved in Full | * Approved in Part (provide details) | * Rejected |

**Signed:**  **Date:**

**NTA Section Head** *(approver for all allocation adjustment requests)*

**Signed:**  **Date:**

**NTA Director of Transport Planning and Investment** (*final approver where the allocation adjustment requested exceeds €500,000 for any one project)*

***NTA Budgetary Approval***

**Signed:**  **Date:**

Capital Financial Analyst where the total cost of the project is < €500,000

Senior Capital Finance Manager where the total cost of the project is > €500,000

**Capital Programme Office Representative** *(approval solely in respect of confirming funding availability, for extracting information for current year and multi-year spend forecasts and for confirming that the required information for PRS set-up is included and accurate)*