

Comparative Budget Revision Statement

Project Title: _____

Reporting Period: _____

Date: _____

| Budget Line Item | Original Budget | | Revised Budget | | Variance (Revised - Original) | Comments/Justification |
|-------------------------|------------------------|-------------------|-----------------------|-------------------|--------------------------------------|-------------------------------|
| | Amount | % of Total | Amount | % of Total | | |
| Salaries & Wages | ----- | ----- | ----- | ----- | ----- | |
| Fringe Benefits | ----- | ----- | ----- | ----- | ----- | |
| Travel | ----- | ----- | ----- | ----- | ----- | |
| Equipment | ----- | ----- | ----- | ----- | ----- | |
| Supplies | ----- | ----- | ----- | ----- | ----- | |
| Contractual | ----- | ----- | ----- | ----- | ----- | |
| Other | ----- | ----- | ----- | ----- | ----- | |
| Total | ----- | 100% | ----- | 100% | ----- | |

Important Notes:

- This document clearly presents financial changes between the original and revised budgets.
- All variances should be explained in the Comments/Justification column.
- Use accurate and up-to-date data for both original and revised columns.
- Attach supporting documentation for major revisions.
- Ensure transparency and accountability in all budget modifications.