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**MAKERERE UNIVERSITY Sida PROGRAM**

**MAKERERE – SIDA PHASE IV (2015/2020 AGREEMENT)**

**REQUEST FOR REALLOCATION OF FUNDS**

**Name**: …………………………….. **Date:** ……………..…….

**Tel No.** ……………………………… **Email:** …………………………………………………

**College/Department**. ……………………………………….. **Team/Project No.** ……………

**Project PI.:** ……………………………………… **Period e.g**. 2016/2017

**Requisition Particulars**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Item to Reallocate from** | | | **Item to Reallocate to** | | | **Amount allocated and Reasons for the Reallocation** |
| **Item** | **Budget Balance before** | **Budget Balance after** | **Item** | **Budget Balance before** | **Budget Balance after** |
| E.g. Consumables | **UGX** | **UGX** | E.g.  Travel | **UGX** | **UGX** |  |

**Requested by: Verified by: Authorized by:**

**Sign:** ………………………. ……………………… ……….........……………

**Name:** ……................………. ……………………… ………………………….

**Title:** PI/Researcher/ Student PI/Supervisor Overall Coordinator

**Date:** ……………………… ……………………… ………………………...