

NEW YORK STATE  
OFFICE OF CHILDREN AND FAMILY SERVICES  
**NY FORWARD COVID BUDGET MODIFICATION FORM**

For supplies that were disallowed within the approved application, please list those that you are requesting to include instead. Once the modification request is received and reviewed, an OCFS staff person will contact the individual listed below. If there are any questions or issues, please call OCFS at (518) 486-6247.

**Tips for Submission:**

- The cost of all items proposed below are limited to the amount of the disallowed supplies within the approved application. The total for all expenses cannot exceed the total grant amount.
- Substitutions are allowed to replace disallowed items, but must be submitted on this form.  
Submit the completed request via email to: [OCFS.sm.CARES2LR@ocfs.ny.gov](mailto:OCFS.sm.CARES2LR@ocfs.ny.gov) by September 15, 2020.

Program Name:	
Facility ID/NYC Permit #:	Primary Contact:
Telephone Number:(      )      -	E-mail Address:
Date:      /      /	Total Cost for Supplies Requested Below:\$

Separately List Each Supply Being Proposed	Quantity	Cost	Grant Type	If Reopening/Restructuring grant, select purpose below		
		\$	<input type="checkbox"/> Reopening/Restructuring <input type="checkbox"/> Temporary Operating Assistance	<input type="checkbox"/> Social Distancing Number of kids served:	<input type="checkbox"/> Cleaning	<input type="checkbox"/> PPE
		\$	<input type="checkbox"/> Reopening/Restructuring <input type="checkbox"/> Temporary Operating Assistance	<input type="checkbox"/> Social Distancing Number of kids served:	<input type="checkbox"/> Cleaning	<input type="checkbox"/> PPE
		\$	<input type="checkbox"/> Reopening/Restructuring <input type="checkbox"/> Temporary Operating Assistance	<input type="checkbox"/> Social Distancing Number of kids served:	<input type="checkbox"/> Cleaning	<input type="checkbox"/> PPE
		\$	<input type="checkbox"/> Reopening/Restructuring <input type="checkbox"/> Temporary Operating Assistance	<input type="checkbox"/> Social Distancing Number of kids served:	<input type="checkbox"/> Cleaning	<input type="checkbox"/> PPE
		\$	<input type="checkbox"/> Reopening/Restructuring <input type="checkbox"/> Temporary Operating Assistance	<input type="checkbox"/> Social Distancing Number of kids served:	<input type="checkbox"/> Cleaning	<input type="checkbox"/> PPE
		\$	<input type="checkbox"/> Reopening/Restructuring <input type="checkbox"/> Temporary Operating Assistance	<input type="checkbox"/> Social Distancing Number of kids served:	<input type="checkbox"/> Cleaning	<input type="checkbox"/> PPE