



Grant Modification Form

Prior to submitting a Grant Modification form, contact your [IAC program manager](#) or [regional arts partner](#) to confirm a form is needed.

Programs that may require a Grant Modification Form

Grant recipients of the following grant programs may require a grant modification form:

Grants for Individuals:

- Arts in the Parks
- Individual Artist Program

Grants for Organizations:

- Arts Operating Support Levels I, II - Regional Initiative Grant
- Arts Operating Support Level III/Multi-Regional Program
- Arts Project Support - Regional Initiative Grant
- Indiana Masterpiece Program

When to submit a Grant Modification Form

Grant recipients may require a grant modification form when:

- A form has been requested by your program manager. This can occur at any time during the grant cycle.
- **For Individuals:**
 - Your total budget income or expense will deviate by 20% or more.
 - You anticipate significant changes to who, what, where, when, or how.
- **For Organizations:**
 - Arts Operating Support Grantees:
 - There is a significant change in your organization and/or operating budget that could jeopardize funding. Contact your program manager for more information.
 - Project Support Grantees (IN Masterpiece, Arts in the Parks, Arts Project Support):
 - Your total budget income or expense will deviate by 20% or more.
 - You anticipate significant changes to who, what, where, when, or how.

How to submit a Grant Modification Form

Grant recipients that require a Grant Modification Form will:

- Email the Grant Modification form in PDF or Word (.doc or .docx) format to your program manager with the subject line "Grant Modification Submission".
- Once submitted, staff will review the changes and determine if grant funding is still warranted.
- The program manager will contact the grantees with approval or will request additional information.
- If approved, grantees are responsible for implementing the modification(s) and providing evidence of such in their final grant report.
- If not approved, grantees will work with the program manager to determine next steps.

If you have Questions

Direct all questions to your [IAC program manager](#) or [regional arts partner](#). If you're not sure who your IAC program manager or regional arts partner representative is, use the links, or consult your program guidelines or award letter.

For Internal Use Only

Approved By:

Date:

Grant Modification Details

1. Grantee Contact Information

Date:	
Contact Name:	
Organization (<i>if applicable</i>):	
Grant Program:	
Grant Number:	
Address:	
Telephone:	
Email:	

2. Describe revised activities including reasons for change(s). Include any necessary explanation of how the budget is affected.

