

Modifications to a Project in an Approved CIAP State Plan

To determine if a proposed modification to a project in an approved CIAP State Plan is a change (and must be submitted in a grant application) or an amendment (and must be submitted in a Plan amendment), MMS has composed the following guidance:

A modification to a project in an approved Plan is considered to be a change if the project still complies with the original intent of the project as stated in the approved Plan. The modified description should comport with the original project description to the extent it remains recognizable as, and is still covered by, the Governor's Certification of Public Participation provided in the approved Plan.

Any proposed modification that can not meet the above criteria should be considered an amendment.

Changes must be submitted in a grant application. All changes should be identified and explained in Section 11 of the Project Narrative, *Changes from the Approved State Plan*:

- Identify any project/technical changes and explain the reason for the change;
- Identify any financial changes and explain the reason for the change;
- Show compliance with the FY Allocation and 23% limit; and
- Include an assurance statement that the proposed changes comply with the original intent of the project as stated in the approved Plan and the modified description comports with the original project description to the extent it remains recognizable as, and is still covered by, the Governor's Certification of Public Participation. *Application submittal and official signature by the recipient will validate the assurance.*

The MMS will evaluate the grant application to determine if the modified project still meets an authorized use (AU). Modifications considered to be approvable changes to projects and still meet an AU include, but are not limited to,

1. Changing the scope of a project (e.g. decreasing the number of created wetlands acres due to an increase in the project cost);
2. Changing the budget of a project (e.g., increasing the budget due to an increase in the cost of materials);
3. Moving a project from one Tier to another (e.g., moving a project from Tier 2 to Tier 1); and
4. Changing which FY funds are to be used for a project.