



Appalachia HIDTA

Request for Additional AHIDTA Funding

This form is intended to be used by AHIDTA Task Force Commanders to request additional funding for their Appalachia HIDTA task force. This form should be used to request additional funds when all other possible funds included in the current budget for the task force have been exhausted and there are no other funds available.

Initiative Name:	
Task Force Commander:	
Date of Request:	

Enter the amount of additional funding requested by category below:

Category:	Amount
Personnel	
Fringe	
Overtime	
Travel	
Facilities	
Services	
Equipment	
	(Use the AHIDTA Equipment Request Form to request funds for equipment).
Supplies	
PEPI	
Total	

Agency that will receive the additional funds

Justification:
Provide a **detailed** and **thorough** explanation of why this task force has a need for additional AHIDTA funds.

Task Force Commander Signature: _____
Printed Name: _____
Date: _____

	Yes or No		Yes or No
State Coordinator's Recommendation:		Director's Approval:	
Date:		Date:	
State Coordinator Signature:		Director's Signature:	
State Coordinator's Comments:		Director's Comments:	

NOTE: 1. Additional funds are awarded on a calendar year basis. Reimbursement requests for these funds should be made on a monthly basis and all final reimbursement requests must be filed no later than 60 days after the end of the calendar year.