# Request for Extension / Change of Scope for CAULLT Grant

## [insert grant title]

[insert date]

Lead institution:

Partner institution(s):

Project leader and contact details:

## Reasons for requesting an extension / change of scope

### Progress to-date

### Challenges encountered and their impact on project outcomes, budget and/or timeline

## Proposed changes

### How will challenges be mitigated?

### In what way will the proposed changes impact the rationale of the grant, the alignment with CAULLT’s Strategic Areas of Activity or benefits to CAULLT and its members (please refer to your grant application document and funding agreement)

### Revised project outcomes / budget / timeline

## Certification

I certify that this is an accurate representation of the progress of this project.

Name of project leader:

Signature Date

**Please submit this request via email to** **secreatariat@caullt.edu.au**