



Wisconsin Department of Public Instruction

**BUDGET CHANGE REQUEST  
CHARTER SCHOOL GRANT PROGRAMS**

PI-9600-B (Rev. 12-12)

Submit request at least 30 days prior to expenditure of grant monies.

**INSTRUCTIONS:** Complete and return to:

**WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION  
SCHOOL MANAGEMENT SERVICES  
ATTN: CHARTER SCHOOLS  
P.O. BOX 7841  
MADISON, WI 53707-7841**

Chartering Authority	Charter School Name	Project Number
Charter School Address <i>Street, City, State, Zip</i>		Telephone Area/No.
Charter School Contact		E-Mail Address
Grant Source <i>Check One</i>	<input type="checkbox"/> Implementation Renewal <input type="checkbox"/> Dissemination <input type="checkbox"/> Dissemination Renewal	Grant Period Beginning Date <i>Mo./Day/Yr.</i> Ending Date <i>Mo./Day/Yr.</i>
<input type="checkbox"/> Planning <input type="checkbox"/> Implementation		

I. BUDGET CHANGE REQUEST*			
WUFAR Function	WUFAR Object	Current	Change Requested
<b>Instruction (100 000 Series)</b>  Activities dealing directly with the interaction between instructional staff and students.	a. Salaries (100s)		
	b. Fringe Benefits (200s)		
	c. Purchased Services (300s)		
	d. Non-Capital Objects (400s) Supplies & Materials		
	e. Capital Objects/Equipment (500s)		
	<b>TOTAL Instruction</b>		<b>\$0</b>
<b>Support Services—Pupil and Instructional Staff Services (in 210 000 and 220 000 Series)</b>  Support services are those which facilitate and enhance instructional or other components of the grant. This category includes staff development and supervision.	a. Salaries (100s) <i>extended contracts, substitutes</i>		
	b. Fringe Benefits (200s)		
	c. Purchased Services (300s)		
	d. Non-Capital Objects (400s) Supplies & Materials		
	e. Capital Objects/Equipment (500s)		
	<b>TOTAL Support Services—Pupil/Instructional Staff Svcs.</b>		<b>\$0</b>
<b>Support Services—Administration</b>  Associated with functions in 230 000 series and above.  Includes general, business, and central service administration.	a. Purchased Services (300s)		
	b. Non-Capital Objects (400s) Supplies & Materials		
	c. Capital Objects/Equipment (500s)		
	<b>TOTAL Support Services—Administration</b>		<b>\$0</b>
<b>*INCLUDE RATIONALE FOR BUDGET CHANGE (Attach Separately)</b>		<b>TOTAL BUDGET</b>	<b>\$0</b>

II. SIGNATURES		
Signature of Charter School Administrator ➤		Date Signed <i>Mo./Day/Yr.</i>
Signature of Governance Board President ➤		Date Signed <i>Mo./Day/Yr.</i>
<b>DPI ACTION</b> <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved <i>See comments below.</i>	Signature of DPI Consultant ➤	Date Signed <i>Mo./Day/Yr.</i>

Comments:

cc: District Administrator

DPI Fiscal Management

DPI Charter School Consultant