

***[NAME]
***[CWMA OR STATEWIDE GROUP]
***[ADDRESS]
***[CITY, STATE, ZIP]
***[TELEPHONE]

***[CURRENT DATE]

Jeremy Varley, Agriculture Section Manager
Noxious Weeds Program
Idaho State Department of Agriculture
P. O. Box 7249
2270 Old Penitentiary Road
Boise, ID 83707

Re: ***[NAME] CWMA – Grant Amendment Request

Dear Mr. Varley:

Due to unexpected flooding in the project area, we are unable to treat the Fortune Creek area this year with the \$500 that was allocated in the AOP and reflected in the approved line item budget. We recently detected a new infestation of yellow star thistle, which is less than one-fourth of an acre in size and the only known location in the ***[NAME] CWMA. We are requesting to utilize the unused funds to spray the new infestation with herbicide XYZ and then plant the area with a mixture of grasses in the fall. Thank you for considering our request. Please feel free to contact me if you have any questions.

Sincerely,

***[Name]
Authorized to Sign on Behalf of ***[NAME OF CWMA]

****NOTE:** A minimum of 1:1 In-Kind and Matching Funds must be maintained for any request to be approved. Also, please follow guidelines in cost share handbook, Section 8 Amend a cost share application/budget. Specifically, in reference to the <10% or >10% amendment requests

For ISDA Use Only _____ APPROVED _____ APPROVED WITH MODIFICATIONS

DENIED _____ SIGNATURE _____
DATE _____