UNITED STATES DEPARTMENT OF AGRICULTURE - AGRICULTURAL RESEARCH SERVICE

REQUEST FOR USE OF PRIOR FISCAL YEARS FUNDS

REQUESTOR/FUNDHOLDER		Request Amount
Name	Title	
Organizational Unit	Telephone	Request Date

CONTRACTOR/VENDOR	TYPE OF OBLIGATION (Check the appropriate box)
Name: _____	☐ Contract Modification ☐ Purchase Order Amendment
Address _____	☐ Replacement Contract ☐ Replacement Grant
_____	☐ Other (Explain)_____
CONTRACT/DOCUMENT NO.	ACCOUNTING CODE

JUSTIFICATION STATEMENT AND LEGAL CITATION, IF ANY (State fully and clearly why PY funds are needed. Attach pertinent information, if necessary.)

Signature	Date

REVIEW OF REQUEST

☐ APPROVED ☐ DISAPPROVED (Attach reason)

This request approving the use of PY funds complies with the criteria stated in the Financial Management Manual on the use of prior fiscal year appropriations. The fund availability statement is attached, if required.

Signature	Title	Date

Form ARS-323-8
Mar 1990

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Contracting/Procurement
SBFO
NFC-RS4