

# **Variance Request Form**

## **Agricultural Career Technical Education Incentive Grant**

**Due Date:** To be received in Regional Supervisor's Office by **July 15**.

Please note:

1. A variance may only be submitted for Part A: Base Level Funding.
2. Each criterion for which a variance is being requested must be completed on a separate form.
3. The variance is subject to the approval of the Regional Supervisor.

Funding Year:

School Site:

District:

Criterion for which variance is requested:

1. Describe why the criterion currently is not being met?  
(Use additional pages if needed)

2. What steps will be taken to meet the criterion in the future?  
(Use additional pages if needed)

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Electronic Signature of Agriculture Teacher

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Electronic Signature of Principal Responsible  
for the Program

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Electronic Signature of Regional Supervisor