**FY21 NM Clean and Beautiful**

**Scope of Work for Budget Amendment Requests**

*Complete the below information to request funds for* ***new*** *projects due to COVID-19 implications.*

**Project Summary -** Detail all project efforts.

**Statement of Need -** Detail how you determined the need for these project efforts.

**Anticipated Outcomes -** Detail the anticipated outcomes for these project efforts and how you plan to measure success.

**Promotional/Outreach Strategy -** Detail any promotional or outreach strategies aimed to increase awareness of these project efforts. Goal 5 projects do not need to complete this section.

**Quarterly Milestones** - Complete the anticipated quarterly milestones.

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| **Q1:** | **Q2:** |
| **Q3:** | **Q4:** |

**Budget Schedule** - Complete the budget schedule template. List the expenditure, provide a detailed description for the expenditure, and the cost.

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| **Expenditure** | **Description** | **Cost** |
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