

REPUBLIC OF RWANDA

Budget Agency name ...
P.O.Box. ...
Reporting Month ...

MONTHLY RE-ALLOCATION REPORT TEMPLATE

SOURCE

Programme/Sub-Programme	Economic Category	Article	Approved Budget	Commitment to date	Proposed reallocation
Programme 1					
Sub-programme 1					
Sub-programme 2					
Programme 2					
Sub-programme 1					
Sub-programme 2					
TOTAL					

DESTINATION

Programme/Sub-Programme	Economic Category	Article	Amount Reallocated	Adjusted Budget
Programme 1				
Sub-programme 1				
Sub-programme 2				
Programme 2				
Sub-programme 1				
Sub-programme 2				
TOTAL				

REASONS FOR REALLOCATION

Date: ...

Approved By:
 ...
 Director of Finance (Names and Signature)

Authorized by:
 ...
 Chief Budget Manager (Names and Signature)