FFP does not generally provide more resources for any given implementation year than what was allocated for the approved food assistance program. However, under exceptional circumstances, greater resources than anticipated may be needed for a select implementation year. Note that, while year-to-year fluctuations are acceptable within the budget, the total life of award (LOA) budget is expected to remain the same.

Discuss changes/modifications with local USAID mission staff in advance. For significant changes, also discuss with the AOR.

Try to combine all your modification requests (vehicle requests, etc.) together in your PREP.

When revising a PREP, make updates to the PREP narrative(s) in yellow highlighted text, and/or through an attachment.

Budget at least two months of time between PREP submission and approval (more if significant)changes are proposed). If a PREP turnaround time is tight, provide the environmental status report (ESR) to the mission environmental officer (MEO) in advance.

**Main Reasons for a Modification**

* Changes in scope: program objectives, key activities, geographic area, eligibility criteria, and/or number of resources
* Changes in allocation of metric tonnage among technical sectors greater than 10 percent
* Substantial budget increases/decreases/shortfalls
* Procurement of capital goods (goods over US$5,000), with a description of and purpose for the property
* Procurement from “restricted” countries
* Budget line item changes in section 202(e) funds and/or ITSH funds
* New budget line items
* Procurement/use of restricted goods such as vehicles, seeds, fertilizer, pharmaceuticals, or pesticides
* Approval of sub-awards
* Changes to the branding strategy and marking plan (BS/MP)
* Security constraints, government policy changes, or other changes to the operational environment

The following can be approved **outside of a modification** (or PREP). Documentation varies, so discuss with your AOR.

* International travel
* Training
* Change in key personnel
* Disposition of commodities valued at more than $500
* Commodity loan or swap
* Change in rations or commodities [**update in FFPMIS needed**]