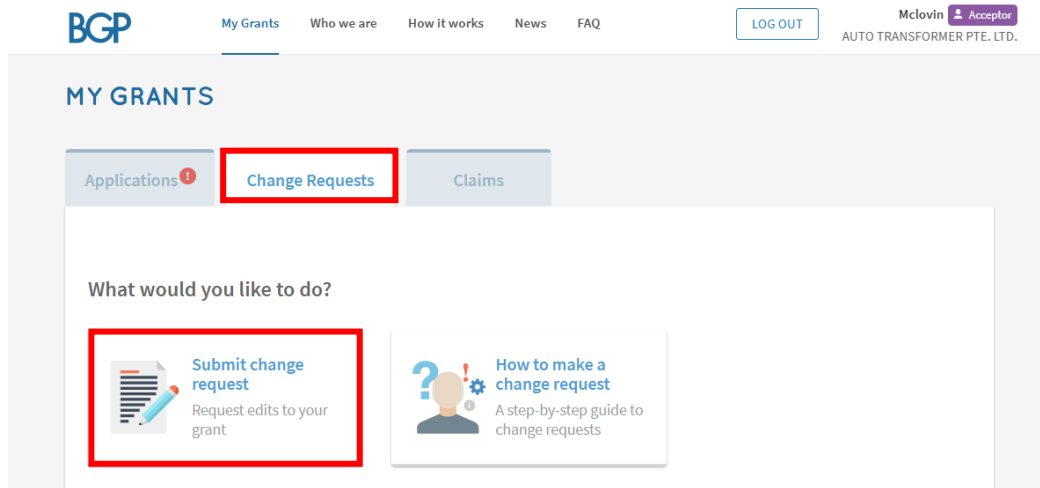


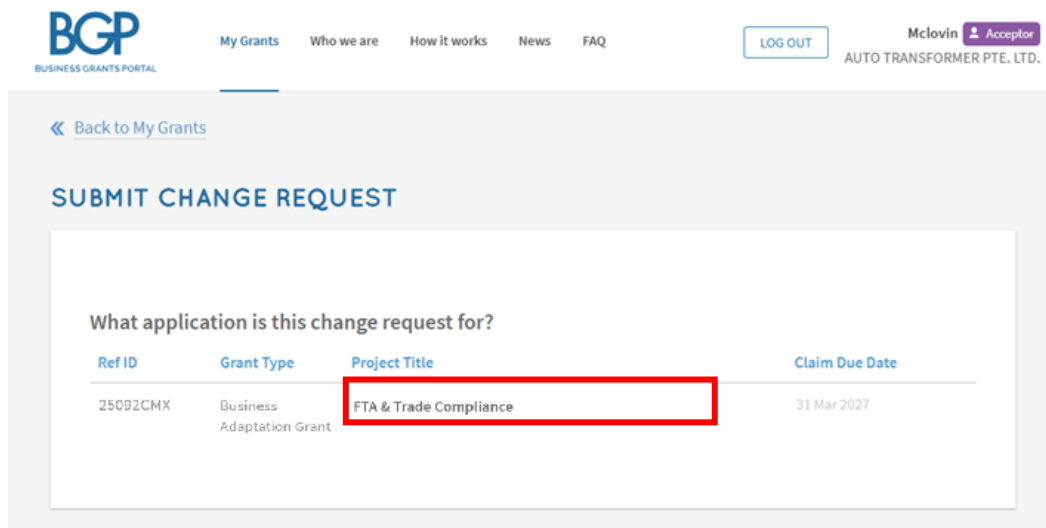
Change Requests

For variance to the approved Business Adaptation Grant (BizAdapt) application, please submit a change request via the [Business Grants Portal](#).

- 1) Log in to Business Grants Portal. Click on “**Change Requests**”, followed by “**Submit change request**”:



- 2) Click on the “**Project Title**”. Please note that option to submit change request is not available for withdrawn/lapsed application or application with claim which is processing or disbursed.



- 3) Click on **"Proceed"** to submit a change request.

You can submit a change request now.

Depending on your request, you might need to provide:

- Revised quotation (for review of supported grant amount)

The agency reserves the right to request for additional supporting documents.

All the files you submit must not exceed 50MB.

	CHANGE REQUEST Submit a change request	Proceed Delete Change Request
	GRANT APPLICATION View your grant application form	View
	HISTORY View the history of this application	View
	LETTERS AND DOCUMENTS Access the documents related to your application	View

- 4) Select one of the following:
- Change in Qualifying Period
 - Change in Claims Submission Due Date
 - Change in Project Costs