Logo, company name

Description automatically generated

**Modification Request for Approval**

**Project Title**:

**Principal Investigator**:

**NCDAC Project Number**:

Describe the progress made to this point (*include a brief paragraph that details what has been accomplished during*

*the period*) and a summary of the changes being requested, including the rationale for modification:

NOTE: Modification of a project involving the Department of Correction (DAC) requires both IRB and DAC approval.

I am requesting modification of the project referenced above with the following changes.

a change in the number of subjects required Please describe:

a change in the facility or facilities where the research is to be conducted

Please describe:

a change to the research design Please describe:

other changes or concerns

Please describe:

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Are any of these modifications due to an unexpected or adverse event? Yes No

If yes, please explain:

*Attach the following documents to an email and submit to* [**administrative-analysis@dac.nc.gov**](mailto:administrative-analysis@dac.nc.gov).

* A completed copy of this modification request form.
  + A revised copy of your most recent DAC *Application for Research Approval* document clearly indicating all of the modifications (e.g., Track changes or highlighting) you are requesting for this project.
* A copy of your official approved **IRB modification approval letter** from the IRB that granted original approval for the project.

*If your project also requires renewal at this time, you must submit these additional documents.*

* + A completed copy of the DAC *Renewal Request for Approval* form.
  + A copy of your official approved **renewal** letter from the IRB that granted original approval for the project (if IRB renewal approval is required for this project).