Logo, company name

Description automatically generated

**Renewal Request for Approval**

**Project Title**:

**Principal Investigator**:

**NCDAC Project Number**:  **Dates of Prior Certification**:

I am requesting the following action on the project referenced above.

This is the progress made to this point (*include a brief paragraph that details what has been accomplished during the period*):

*Select one of the following options and provide the requested information:*

For the next period of approval (a maximum of one year), I am requesting renewal of the project as most recently approved by the Department of Adult Correction (DAC). There are **no changes** to the project.

For the next period of approval (a maximum of one year), I am requesting renewal of the project **with the following changes**. NOTE: Any changes to a project require both IRB and DAC modification approval.

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:

Are any of the 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 renewal request form.
* A copy of your official approved **IRB renewal letter** from the IRB that granted original approval for the project.

*If your renewal involves modifications to the project, you must also include the following.*

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