

Date of Request: \_\_\_\_\_

Original Key Personnel/ Panther ID: \_\_\_\_\_

Project ID: \_\_\_\_\_

New Key Personnel /Panther ID: \_\_\_\_\_

Sponsor Award Number: \_\_\_\_\_

Effective Date of Change: \_\_\_\_\_

Change of Key Personnel Justification (attach additional justification if required)

**Signatures/Certifications:**

By signing below, I certify that:

- I will i) accept responsibility for the scientific and ethical conduct of the project, ii) conduct the project in accordance with the terms and conditions of the sponsoring agency and the policies of the University, and iii) be fully responsible for meeting the requirements of the award, including providing proper stewardship of sponsored funds and submitting all required technical reports and deliverables on a timely basis.
- I am not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from current transactions by any federal department or agency.
- I will obtain and maintain all compliance approvals required to administer this project.

\_\_\_\_\_  
**Signature of PI**

Date: \_\_\_\_\_

\_\_\_\_\_  
**\*Signature of New Key Personnel**

Date: \_\_\_\_\_

**DEPARTMENT CHAIR/UNIT DIRECTOR AND DEAN APPROVAL**

By signing below, I agree to commit the support of the Department or Unit and College to this project and approve the change of Principal Investigator

\_\_\_\_\_  
**Signature of Chair/Unit Director**

\_\_\_\_\_  
**Signature of New Chair/Unit Director**

\*Required when change in Department

\_\_\_\_\_  
**Signature of Dean**

\_\_\_\_\_  
**Signature of New Dean**

\*Required when different College

**OFFICE OF RESEARCH AND ECONOMIC DEVELOPMENT**

\_\_\_\_\_  
**Signature of AVP for Research**

Date: \_\_\_\_\_

*Revised F&A split, if applicable:*

Panther ID	Employee Name	F&A Share % (must equal 100%)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____