



Office of Research Administration
DRIF/CREDIT PERCENT CHANGE REQUEST FORM
for PIs, Co-PIs, and Other Project Personnel

This form should be used in instances where faculty PI's/Co-PIs'/Project Personnel's DRIF and Credit Percentages require revision. Send the completed and signed copy to ORA via mail to your Contract Administrator, 3112 Lee Building or email to ora@umd.edu.

This form requests changes to:

Explanation:

- Add an investigator
- Delete an Investigator
- Change Credit Distribution

1. Project Title:

2. KR Award ID:

or KR Institute Proposal #:

3. The requested changes to DRIF/Credit for this project are as follows

PI		Original Credit	Revised Credit	
Name		Original % credit for Project	Revised % Credit for Project	
College	Dept.	Original % Credit for PI/PD	Revised % Credit for PI/PD	
College	Dept.	Original % Credit for PI/PD	Revised % Credit for PI/PD	
		Unit Total for Investigator	Unit Total for Investigator	100%

Co-PI or other Project Personnel

Name		Original % credit for Project	Revised % Credit for Project	
College	Dept.	Original % Credit for PI/PD	Revised % Credit for PI/PD	
College	Dept.	Original % Credit for PI/PD	Revised % Credit for PI/PD	
		Unit Total for Investigator	Unit Total for Investigator	100%

Co-PI or other Project Personnel

Name		Original % credit for Project	Revised % Credit for Project	
College	Dept.	Original % Credit for PI/PD	Revised % Credit for PI/PD	
College	Dept.	Original % Credit for PI/PD	Revised % Credit for PI/PD	
		Unit Total for Investigator	Unit Total for Investigator	100%
		Total Project Credit	100%	Total Project Credit
				100

4. Your signature below indicates approval for this request and concurrence with the statements on this form. Endorsements must include PI, Co-PI, administering department/unit(s) of PI and Co-PI(s) and appropriate colleges. PI is responsible for obtaining signatures on lines a), b), and c) before sending to ORA.

a) Principal Investigator(s)/Co-Principal Investigator(s)/Other Project Personnel

Date

Date

Date

b) Department Chairperson(s) or Director(s)

Date

Date

Date

c) Dean(s)

Date

Date