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| **IAS Project Change Request** |

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| **Project Acronym** |  |
| **Funding Scheme** |  |
| **OTP code** |  |
| **OTP phase(s)** | *Confirm if the change is for one or all phases, please specify which one(s).* |
| **Principal Investigator(s)** |  |
| **Initial start date** |  |
| **New start date** |  |
| **Initial end date** |  |
| **New end date** |  |
| **Date of request** |  |

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| 1. **Required modification (please be accurate and exhaustive, explain in detail what is changing: project start/end date, HR change, budget transfer, etc.)** |
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| 1. **Anticipated budget for extension phase or HR change (the financial status is mandatory (actuals vs forecast) at the date of the request)** |
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| 1. **Justification (please list the WPs and detail the research activities that will be impacted) + attachments** |
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| 1. **Impact(s) of change** |
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| 1. **Additional comments** |
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| **Approval date** |  |
| **Name and signature of the Head of IAS** |  |

Any request to amend a project funded under the IAS will be subject to approval by the Head of the IAS.