The PCRF-S (Short Form) is used for non-financial changes being made to existing UM contracts/agreements via an amendment/modification. It is also used for amendments/modifications which decrease funding. If the amendment/modification pertains to a financial increase to the contract, do NOT use the PCRF-S. Instead, you would use the PCRF-L which is used for new money and/or monetary increases (no matter how small the value).

This is a “smart form” which must be filled out electronically. All fields which appear initially are mandatory fields and must be completed. Depending upon how those initial questions are answered, additional fields may appear. If so, these fields are also required. Once you complete the form, please print it, route for approval/signature and submit to the Office of Research Administration (ORA) with the package. The routing process should be initiated as early as possible to facilitate timely receipt, review, approval and execution. If you have any questions, please contact your ORA Representative.

### PURPOSE OF AMENDMENT
Please select the reason/s for the amendment by marking all that are relevant. PLEASE NOTE: If the amendment is for a change in Principal Investigator, the Department Chair or Center/Institute Director must also sign this form.

### SPONSOR INFORMATION
- **UM’s Sponsor** – The entity (federal or non-federal) that the University of Miami will receive funds from directly. **Note:** The CRO should never be listed as UM’s Sponsor.
- **Flow-Through** – Yes/No. Occurs when Prime Source funds a Prime Recipient who will then subaward/subcontract a portion of the scope/budget to UM. Prime Source terms and conditions often FLOW-THROUGH to UM.
- **Prime Source** – If yes to the above, who is the prime source who is funding the project via a prime award, contract, agreement, etc.
- **CRO** – Clinical Research Organization (CRO) serving pharmaceutical, biotechnology, medical device and consumer healthcare industries providing comprehensive clinical trial management services. **Note:** The CRO should never be listed as UM’s Sponsor.

### COMPLIANCE INFORMATION
Please provide relevant updated information on the project:
- If this project involves human subjects and requires IRB approval, please confirm and provide documentation confirming IRB approval.
- If this project involves animals and requires IACUC approval, please confirm and provide documentation confirming IACUC Approval.
- If this project involves use of recombinant DNA and requires IBC approval, please confirm and provide documentation confirming IBC approval.

### SIGNATURES/APPROVALS
Principal Investigator/Department/Med Reps are responsible for obtaining approval from the Chair or Center/Institute Director when change of Principal Investigator is requested. ORA will obtain the signatures of ORA and Board Authorized UM Official, and other UM officials if needed.