**HERA JRP – Public Spaces (PS)**

**REQUEST FOR CHANGES DOCUMENT**

TO BE COMPLETED BY THE PROJECT LEADER AND RETURNED TO THE HANDLING AGENCY FOR CONSIDERATION.

**CHANGES MUST NOT BE IMPLEMENTED BEFORE HANDLING AGENCY APPROVAL IS GRANTED.**

|  |  |
| --- | --- |
| DATE OF REQUEST: |  |
| CRP TITLE: | **[Full title]** |
| ACRONYM:  | **[Acronym]** |
| Project Leader (pl): | **[Title, First name, Surname]** |
| PL RESEARCH ORGANISATION: | **[Full denomination** **and address]** |
| Telephone: |  |
| Email: |  |
| pRINCIPAL INVESTIGATOR (pI)\*: | **[Title, First name, Surname]** |
| Pi RESEARCH ORGANISATION: | **[Full denomination and address]** |
| Telephone: |  |
| Email: |  |
| pRINCIPAL INVESTIGATOR (pI)\*: | **[Title, First name, Surname]** |
| Pi RESEARCH ORGANISATION: | **[Full denomination and address]** |
| Telephone: |  |
| Email: |  |
| pRINCIPAL INVESTIGATOR (pI)\*: | **[Title, First name, Surname]** |
| Pi RESEARCH ORGANISATION: | **[Full denomination and address]** |
| Telephone: |  |
| Email: |  |

*\*Only Insert details of PIs directly impacted by proposed changes*

*HERA Handling Agency:*

|  |  |
| --- | --- |
| Approved by: |  |
| Date: |  |

***Please provide a detailed description of the proposed changes to your project. This should include proposed changes to the project timetable, budget adjustments (with full details of which PIs and Partners will be affected), amendments to research content/activity and any other proposed adjustments.***

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***Please provide a revised budget highlighting the proposed changes using the approved budget as submitted on the template below***

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 *Note: This table can be edited in Excel. To do this, right click on the table, select worksheet object>open)*

**Once completed, please return this form to** **hera@research.ie****. The JRP-PS Handling Agency will then consider your request.**

**Signature**

**Name............................................................. Date...........................................**