

**THE UNIVERSITY OF MISSISSIPPI  
REVISED PERSONNEL ACTIVITY REPORT  
FOR EMPLOYEES ON CONTRACTS & GRANTS**

Name:

Pay Period:

Employee ID #:

Department:

**Direct Charges**

| Cost Center<br>Internal Order | Previously<br>Reported<br>Percentage | Correct<br>Percentage |
|-------------------------------|--------------------------------------|-----------------------|
| _____                         | _____                                | _____                 |
| _____                         | _____                                | _____                 |
| _____                         | _____                                | _____                 |
| _____                         | _____                                | _____                 |
| _____                         | _____                                | _____                 |
| _____                         | _____                                | _____                 |
| <b>Total Distribution</b>     | <b>100.00%</b>                       | <b>100.00%</b>        |

**Cost Sharing Paid from Non-Federal Sources**

| Internal Order | Previously<br>Reported<br>Percentage | Correct<br>Percentage |
|----------------|--------------------------------------|-----------------------|
| _____          | _____                                | _____                 |
| _____          | _____                                | _____                 |
| _____          | _____                                | _____                 |
| _____          | _____                                | _____                 |
| _____          | _____                                | _____                 |
| _____          | _____                                | _____                 |

**Certification**

I certify this revision is necessary to accurately reflect the effort devoted to each project by this employee. The adjustment proposed is in compliance with University and Federal policies. A complete explanation is attached, and this department will provide any additional information requested when the project is audited.

\_\_\_\_\_  
Department Head or Project Director

\_\_\_\_\_  
Date