

No Cost Extension (NCE) Request Form

1. PI Name

2. Project Title

3. Sponsor Name

4. Current Project End Date

5. Length of additional time being requested (i.e. 6 months, 12 months, etc)

6. Rational for NCE less than 12 months:

7. During the no cost extension period, will you be continuing to strive toward the originally proposed and approved objectives?

Yes

No

8. If no, please explain:

9. Will you be changing or expanding the originally approved scope of work?

Yes

No

10. If yes, please explain:

11. Reason that the original timeline needs to be extended (i.e., difficulty staffing, equipment needed to be fixed, etc.)

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12. Specifically describe what work is left to be done and to which initial objective(s) the activities relate:

13. Estimated remaining balance as of the original expiration date:

14. Describe very generally how you will use the remaining funds:

15. You must commit some amount of measurable effort during the NCE period. The effort committed during the NCE can be different than what was promised throughout the life of the base grant, and it can be a very small amount (ex. .25 summer months). The effort can be paid from the grant or cost shared. What is your plan?

16. Are there any subawards or other external agreements that will need to be extended as a result of your no cost extension?

Yes

No

17. If yes, who is the other party?

18. Should their no cost extension match your new end date?

Yes

No

19. If no, what should their new end date be?

Please return the completed form to postaward@marquette.edu