## No Cost Extension (NCE) Policy by Sponsor

No-cost Extensions are intended to allow for continued work on an existing project and may not be exercised merely for the purpose of using unobligated balances.

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| **NIH** | When to submit Grantee-Approved (Prior Approval Required) | • No term of award specifically prohibits the extension  
  • SOW will not change  
  • The award does not contain a zero balance  
  | A period of up to 12 months of additional time beyond the established expiration date | Grantor-Approved extension requests must be submitted to NSF at least 45 days prior to the expiration date of the grant |  
  
  Notification must be submitted to NSF at least 10 days prior to the expiration date of the grant  
  • The grantee shall notify NSF, providing supporting reasons for the extension and the revised expiration date  
  | Grantor-Approved extension notifications must be submitted via the FastLane system by the PI and submitted by AOR  
  | |
| When to submit Grantor-Approved (Prior Approval Required) | • For any subsequent NCE request  
  • For extensions greater than 12 months  
  • The deadline for Grantor-Approved NCE request has passed | A period of up to 12 months beyond the original expiration date in the Notice of Award | Notification can be made up to 90 days before the award end date through the last day of the current project end date |  
  
  • UPAS Form submitted to OSP which includes a justification for the NCE  
  | Only a Signing Official can process the no-cost extension using the eRA Commons No-Cost Extension feature  
  | |
| **NSF** | When to submit Grantee-Approved | • No term of award specifically prohibits the extension  
  • SOW will not change  
  • The award does not contain a zero balance  
  | A period of up to 12 months of additional time beyond the established expiration date | At least 10 before the expiration but not more than 60 days prior |  
  
  • A current Progress Report is Required  
  • Request must explain the reason for the extension if other than to assure adequate completion of the original SOW  
  | AOR submits notification through the NASA Shared Service Center (NSSC) Web form  
  | |
| When to submit NSF Approved | • The deadline for Grantee-Approved NCE request has passed  
  • For any subsequent NCE request  
  | A period of up to 12 months of additional time beyond the established expiration date | At least 10 before the expiration of the project but not more than 60 days prior |  
  
  • Request must explain the reason for the extension if other than to assure adequate completion of the original SOW  
  | AOR submits request through the NASA Shared Service Center (NSSC) Web form.  
  | |
| NASA | When to submit Grantee-Approved (Initial) | • No term of award specifically prohibits the extension  
  • SOW will not change  
  • No additional funds are required  
  | A period of up to 12 months of additional time beyond the established expiration date |  
  
  Must notify the Federal Awarding agency in writing at least 10 days before the expiration date specified in the award  
  | Notification must include supporting reasons and revised expiration date for the award  
  | AOR submits notification via email to Awarding Agency  
  | |
| When to submit Other NCE Requests | • For late notifications of the initial NCE  
  • For any subsequent NCE request | A period of up to 12 months of additional time beyond the established expiration date | At least 10 before the expiration of the project but not more than 60 days prior |  
  
  • Request must explain the reason for the extension if other than to assure adequate completion of the original SOW  
  | AOR submits request via email to Awarding Agency  
  | |
| **ARO/ARL** | When to submit Grantor-Approved (Prior Approval Required) | • The terms and conditions of award prohibit the extension  
  • The extension requires additional Federal funds  
  • The extension involves any change in the approved objectives or scope  
  | A period of up to 12 months of additional time beyond the established expiration date | Must request approval from the Federal awarding agency in writing at least 10 days before the expiration date specified in the award  
  | Request must include supporting reasons and revised expiration date for the award  
  | AOR submits request via email to Awarding Agency  
  | |
| When to submit Grantor-Approved | N/A | N/A | N/A | N/A | ONR does not allow Grantee-Approved NCE  
  |
| **ONR** | When to submit Grantor-Approved (Prior Approval Required) | • The terms and conditions of award prohibit the extension  
  • The extension requires additional Federal funds  
  • The extension involves any change in the approved objectives or scope  
  | A period of up to 12 months of additional time beyond the established expiration date | Must request approval from the Federal awarding agency in writing at least 10 days before the expiration date specified in the award  
  | Request must include supporting reasons and revised expiration date for the award  
  | AOR submits request via email to Awarding Agency  
  | |
| "Grantee" is Brown | "Grantor" is Sponsoring Agency | "UPAS" is University Prior Approval System | | | |