

**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

Agency	NCE policy	NCE period	Request Deadline	Requirements	Submission Process	
NIH	When to submit <b>Grantee-Approved</b>	<ul style="list-style-type: none"> <li>No term of award specifically prohibits the extension</li> <li>SOW will not change</li> <li>No additional funds are required</li> <li>The deadline for Grantee-Approved request has not passed</li> </ul>	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	<ul style="list-style-type: none"> <li>UPAS Form submitted to OSP which includes a justification for the NCE</li> </ul>	Only a Signing Official can process the no-cost extension using the eRA Commons No-Cost Extension feature
	When to submit <b>Grantor-Approved</b> (Prior Approval Required)	<ul style="list-style-type: none"> <li>For any subsequent NCE request</li> <li>For extensions greater than 12 months</li> <li>The deadline for Grantee-Approved NCE request has passed</li> </ul>	A period of up to 12 months beyond the original expiration date in the NOA	Grantor-Approved extension requests must be submitted at least 30 days before the end of the project period	<ul style="list-style-type: none"> <li>Explanation of why the project could not be completed by end date</li> <li>Scientific rationale for continuing the project</li> <li>Brief Progress Report (Not to exceed one page)</li> <li>Amount of Direct Costs and Indirect costs remaining</li> <li>Detailed budget</li> <li>Level of effort of key personnel named in NOA</li> <li>Updated certifications, including IACUC and IRB approvals</li> </ul>	Only a Signing Official can process the no-cost extension using the eRA Commons No-Cost Extension feature
NSF	When to submit <b>Grantee-Approved</b>	<ul style="list-style-type: none"> <li>No term of award specifically prohibits the extension</li> <li>SOW will not change</li> <li>The award does not contain a zero balance</li> </ul>	A period of up to 12 months of additional time beyond the established expiration date	Notification must be submitted to NSF at least 10 days prior to the expiration date of the grant	UPAS submitted to OSP concurrently with the FastLane request. The grantee shall notify NSF, providing supporting reasons for the extension and the revised expiration date	All grantee-approved extension notifications must be submitted via the FastLane system by the PI and submitted by AOR
	When to submit <b>NSF-Approved</b>	<ul style="list-style-type: none"> <li>The deadline for Grantee-Approved NCE request has passed</li> <li>For any subsequent NCE request</li> </ul>	A period of up to 12 months of additional time beyond the established expiration date	Additional extension requests must be submitted to NSF at least 45 days prior to the expiration date of the grant	Request must explain the need for the extension and include an estimate of the unobligated funds remaining and a plan for their use	All grantor-approved extension requests must be submitted via the FastLane system by the PI and submitted by AOR
NASA	When to submit <b>Grantee-Approved</b>	<ul style="list-style-type: none"> <li>SOW will not change</li> <li>No additional funds are required</li> </ul>	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	<ul style="list-style-type: none"> <li>A current Progress Report is Required</li> <li>Request must explain the reason for the extension if other than to assure adequate completion of the original SOW</li> </ul>	AOR submits notification through the NASA Shared Service Center (NSSC) Web form
	When to submit <b>Other NCE Requests</b>	<ul style="list-style-type: none"> <li>For late notifications of the initial NCE</li> <li>For any subsequent NCE request</li> </ul>	A period of up to 12 months of additional time beyond the established expiration date	At least 10 days before the expiration of the project but not more than 60 days prior	<ul style="list-style-type: none"> <li>Request must explain the reason for the extension if other than to assure adequate completion of the original SOW</li> <li>The current Progress Report is Required</li> </ul>	AOR submits request through the NASA Shared Service Center (NSSC) Web form.
ARO/ARL	When to submit <b>Grantee-Approved</b>	<ul style="list-style-type: none"> <li>No term of award specifically prohibits the extension</li> <li>SOW will not change</li> <li>No additional funds are required</li> </ul>	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 <b>Grantor-Approved</b> (Prior Approval Required)	<ul style="list-style-type: none"> <li>The terms and conditions of award prohibit the extension</li> <li>The extension requires additional Federal funds</li> <li>The extension involves any change in the approved objectives or scope</li> </ul>	A period of up to 12 months of additional time beyond the established expiration date. Note that some awards are limited to a total 15 month period of performance.	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
ONR	When to submit <b>Grantee-Approved</b>	N/A	N/A	N/A	N/A	ONR does not allow Grantee-Approved NCE
	When to submit <b>Grantor-Approved</b> (Prior Approval Required)	<ul style="list-style-type: none"> <li>The terms and conditions of award prohibit the extension</li> <li>The extension requires additional Federal funds</li> <li>The extension involves any change in the approved objectives or scope</li> </ul>	A period of up to 12 months of additional time beyond the established expiration date. Note that some awards are limited to a total 15 month period of performance.	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	