

No Cost Extension FAQs

What Are Some Examples of Valid Reasons for Requesting A No Cost Extension (NCE)?

- Additional time is needed to assure completion of the original project scope
- Delay in hiring appropriate personnel
- Extensive delay in production or shipment of key equipment or supplies
- Time needed to fix a piece of equipment critical to the research
- Time lost due to transfer, illness or injury of key personnel

When Can a No Cost Extension be Requested?

Sponsor requirements vary. For specific information regarding your project, refer to the terms and conditions included in your notice of award, which you can find in [Kuali](#).

First-time requests are generally due to the Sponsor at least 30 days prior to the current end date of the project, and typically not longer than 90 days prior to the end date. In order to allow ORSP enough time to review and approve the request, and submit request to sponsor, we ask you submit the request to ORSP at least 45 days in advance of the current end date of the project.

Note: Awards may have other time requirements, be sure to check your notice of award so you don't miss the deadline.

How Many No Cost Extensions Can I Get?

Typically, one NCE is available. Many sponsors may not consider a request for a second extension, although some do. Requests for a second NCE require more detailed justification and direct review by the Sponsor. Consult the terms and conditions of your award, sponsor guidelines and contact ORSP for guidance.

Can I Request A No Cost Extension If I Don't Have Any Funds Left?

No.

Can I Keep Spending If My No Cost Extension Has Not Yet Been Approved by The Sponsor?

No, ANY changes incurred after the official end date of the project and before receipt of the Sponsor's final approval are the responsibility of the PI and their department.

How Long Can I Request for A No Cost Extension?

No cost extensions are typically requested for up to an additional 12-month period. There may be extenuating circumstances where a shorter time period is needed. Keep in mind that while the first NCE is relatively easy to get, a second one is much harder or not possible at all.

Can I Send My Request Directly to The Sponsor?

No, ALL requests must be submitted to ORSP.

Many federal agencies allow Expanded Authority. In these cases, the [No Cost Extension Form](#) must be initiated by the PI and submitted to ORSP for review and approval. Once approved by ORSP, we will notify the sponsor of the extension. ORSP will assist in determining the best way to contact the sponsor.