

Office of Research and Development

REQUEST FOR EXTENSION WITHOUT ADDITIONAL FUNDS
(For use when agency approval is not required)

Principal Investigator: _____

Admin. Contact (Name and Tel#): _____

Department: _____ School: _____

Sponsor: _____ Award #: _____

FAS Account #: _____

Current Award End Date: _____ Revised Award End Date: _____

A Principal Investigator may receive approval to extend the final budget period of a project one time for a period up to one year, if one of the following conditions apply (check one or more):

- () 1. Additional time beyond the established expiration date is required to assure completion of the original approved project scope of objectives; or
- () 2. Continuity of grant support is required while a competing application is under review; or
- () 3. The extension is necessary to permit an orderly phase-out of a project that will not receive continued support.

Please check the above condition(s) that apply to your project, obtain the required signatures, and submit the form to the Office of Research and Development at least 30 days before the termination of the grant.

NOTE: If your project involves human subjects or animals, you must also attach documentation showing a current approval date that covers this extended period.

Once this form is completed and (if applicable) documentation of IRB/IACUC approval is received, the ORD will notify the sponsor of the approved extension, with a copy to the Principal Investigator.

Required Signatures:

Principal Investigator

Department Chair

Authorized Official (Date)
Office of Research and Development