

NOAA No-Cost Extension in eRA Commons

For research projects, NOAA allows the recipient to grant themselves a ONE-TIME no-cost extension (NCE) for up to 12 months without prior approval from NOAA. A research project NCE must be submitted in the eRA Commons 10 days prior to the period of performance end date.

For non-research projects, the recipient can request a NCE through the eRA Commons 30-days prior to the period of performance end date which will require prior approval from NOAA.

Please note: NCEs are allowed under expanded authority as part of the NOAA Standard Terms of Award when there is no change in scope and the NoA special terms and conditions do not restrict authority. See NOAA Grants Online Guidance and NOAA FAQs

NOAA grantees may extend the project period when the following conditions are met:

- If no additional funds are required
- If there will be no change in the project's originally approved scope

In order to mandate an extension, one of the following criteria must be applicable:

- Exceptional circumstances warrant and additional time beyond the established expiration date is required to ensure adequate completion of the originally approved project
- Delay in hiring appropriate personnel
- Extensive delay in production or hiring contactors
- Time lost due to transfer, illness or injury of key personnel
- Time lost due to hurricane/disaster Continuity of support for existing award while renewal

NOTE: The fact that funds remain at the expiration of the grant is not, in itself, sufficient justification for an extension request.

Prior Approval Waived NCE Process

For research projects, a first NCE Prior Approval Waived submission is electronically performed by the Revision Request function in the eRA Commons. A [No-Cost Extension Request Form](#) will need to be completed at least **15 days** prior to the original expiration date in the NoA to accommodate a review and approval of the extension action. A justification for the NCE must be submitted with the [No-Cost Extension Request Form](#). OSP will process the extension action in the eRA Commons, as only individuals with the Signing Official (SO) role may submit extensions in the system.

Prior Approval REQUIRED NCE Process

A NCE Prior-Approval Required submission is electronically performed by the Revision Request function in the eRA Commons for the following:

- Non-research projects,
- Projects not subject to expanded authorities,
- Second and third NCE requests.

For all NCE Prior-Approval Required submissions, a [No-Cost Extension Request Form](#) will need to be completed at least **40 days** prior to the original expiration date in the NoA to accommodate a review and approval of extension action. A letter justifying the NCE must be submitted with the No-Cost Extension Request Form. This letter must include the following required information:

- What work in the approved proposal remains to be completed? (NOTE: Do NOT request to do any work that is “new” and not in the current approved proposal, it will be denied.)
- What is the requested new expiration date?
- Explain why the work was not completed during the original award period.
- How much unobligated funds remain?
- Provide a budget for work to be completed during the extended period, including federal and nonfederal share.

The screen the SO needs to complete looks like this:

Revision Request - Modify Request ?

* Required Fields

Application Information		
PD/PI Name Last_Name, First_Name	Grants Management Specialist Sam, Test eRATest@mail.nih.gov 555-55-1212	Program Official Kennedy, Test eRATest@mail.nih.gov 555-55-1212
PD/PI User ID Project Number NA23OAR0080080-T1-01	Application Title TEST RECORD - 2023 National Sea Grant	
Institution OCEANOGRAPHIC INSTITUTION	Budget Period 02/01/2023 - 02/29/2024	Project Period 02/01/2023 - 02/29/2024

Request Details

Request ID : 30786

Request type * *No Cost Extension - I

Effective Date * 10/25/2023

Description * [Empty text box with 200 characters remaining]

Justification Document *

Drop file or browse to attach up to 10 total PDF files, not exceeding 6MB per file.

Budget Document

Drop file or browse to attach up to 10 total PDF files, not exceeding 6MB per file.

Other Supporting Documents

Drop file or browse to attach up to 10 total PDF files, not exceeding 6MB per file.

Request History

Cancel Delete Save **Submit**

Terms and Conditions during the Approved No Cost Extension Period

All terms and conditions addressed in the NoA and stated in the NOAA Research Terms and Conditions remain in effect during the extension period.

Current approved effort levels for Key Personnel remain in effect during the extension period. If a significant reduction of effort is needed for a key person on the grant, it will be considered a change in status requiring NOAA prior approval in accordance with the NOAA prior approval requirements.