

REQUEST FOR NO-COST EXTENSION (NCE)

URC Award Project

[DATE]

PI Name(s): _____

Project Title: _____

Requested NCE date range: begin NCE _____ end NCE _____

Is your project a URC-Halle award? (Yes or No) _____

In addition to completing the above information on this form, all requests should include a brief attached narrative that addresses:

- Research progress to date.
- Reasons that prevented completing the URC project by the awarded end date.
- Planned steps that will lead to completing the project during the NCE period, if approved.
- If the budget needs to be reallocated, please include this information and detailed justifications for the reallocation.

Note: If approved by the URC co-chairs, only one NCE is permitted for a project. Unless there are extenuating circumstances (to be approved by the URC co-chairs), the maximum extension permitted is 12 months.

Please email this form, and supplemental pages, to the URC Administrative Support
urcappl@emory.edu