

NO-COST EXTENSIONS
April 2008
Policy 2.1.05

Policy:

An extension of the final agreement period on a sponsored award may be granted to Principal Investigators (PI) without additional funds being provided.

Purpose:

Sponsored agreements are written with the expectation that Principal Investigators will complete a project within a certain time frame. When that time frame cannot be met, the PIs may request a time extension at "no cost", meaning additional time will be provided to complete the project, but additional funds will not be provided by the granting agency.

Procedures:

The PI submits a request to his or her KUMC Research Institute Post Award Administrator for a no-cost extension (click here to find out who your Post Award Administrator is: http://www2.kumc.edu/researchinstitute/spa/SPA_Forms/accountant_list.xls). The Post Award Administrator will review the request for extension and if the request is justified seek sponsor approval as appropriate. A request is not considered to be justified if the sole reason for the extension is to spend out the remainder of the funds in the grant.

The request for an extension should contain the following:

- i. the amount of time being requested to complete the project;
- ii. a statement explaining the necessity for a time extension;
- iii. provide information regarding the expenditure of the balance of funds in the project.

If the request is granted, and a new end-date for the project given, all financial and invention reports must be submitted to the Post Award Administrator no later than the required interval after the new award end-date to complete project close-out.

Responsible Parties:

This policy shall apply to all KUMC faculty, staff, postdoctoral fellows, students, trainees, and any other persons at KUMC, University of Kansas Physicians Incorporated and its affiliates, and KU Hospital staff involved in conducting and/or coordinating or managing research at KUMC.

Exemptions:

Submitting a request for an extension does not guarantee an approval.

Related Policies and Links:

KUMCRI Request for No-Cost Extensions http://www2.kumc.edu/researchinstitute/spa/SPA_Forms/no_cost_extensions.asp

Contacts:

Vice Chancellor for Research: 913-588-7068
Associate Vice Chancellor for Research Administration: 913-945-6636
Director of Sponsored Programs Administration: 913-588-1259

History:

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