



NO-COST EXTENSION REQUEST (NCE) FOR MSPB PROJECT

Due to unforeseen circumstances during the conduct of a project, it may be necessary to request a no-cost extension (NCE) to ensure completion of Project objectives in a timeframe beyond the original term of the project. Such a request should be made to the MSPB Executive Director for consideration at least 30 days before the Project end date. **Approved NCE's will be for no more than 90 days from a project's original end date unless a longer period is justified due to unforeseen circumstances and approved by the MSPB CRTT. MSPB intends that allotted funds be used in the one-year period of the grant. It is not the intent of the MSPB to extend projects just so the total of allotted funds can be spent.** The final invoice for a project year will not be paid by MSPB until the Annual/Final report for that project year is received by MSPB at the end date for the NCE.

REQUEST FOR NO-COST EXTENSION OF MSPB PROJECT			
Request date	Project No.	Requested NCE length (with end date)	
PI Justification for NCE:			
Approved:			
	MSPB Signature		Date