



**NO-COST EXTENSION REQUEST FORM**  
**Deadline: No less than 30 days before the award end date**

One **six-month** no cost extension (NCE) will be allowed with adequate justification and a revised budget. A NCE must be requested no less than 30 days before the award end date. Only one NCE will be allowed. Any funds remaining at the end of an approved NCE will be returned to COAST. Submit completed form to [csucoast@csumb.edu](mailto:csucoast@csumb.edu).

**Lead Principal Investigator**

First Name:	<input type="text"/>	Department:	<input type="text"/>
Last Name:	<input type="text"/>	CSU Campus:	<input type="text"/>
Phone:	<input type="text"/>	Email:	<input type="text"/>

**Award Program**

- Grant Development Program
- Rapid Response Funding Program
- Short Course, Workshop and Symposia Funding

**Award Information**

Award Number:	<input type="text"/>	Original Award End Date:	<input type="text"/>
Award Start Date:	<input type="text"/>	Amount Unspent To Date:	<input type="text"/>
Original Award Amount:	<input type="text"/>	New Award End Date: (6 months after original end date)	<input type="text"/>

**Request Justification**

Please provide a detailed reason for the NCE request.

**NCE Budget**

Complete the budget table below using the budget categories listed on the first page of your original award letter. If a budget category is not already listed, please add a new budget category below.

<b>Budget Category</b>	<b>Original Award Budget</b>	<b>Remaining Balance</b>	<b>Proposed NCE Budget</b>
Faculty Support			
Student Support			
Materials, Supplies and Equipment			
Travel			
Sample Analysis			
Personnel			
<b>Total</b>			

**Budget Justification**

Please provide your plan for spending the remaining funds during the NCE period. If you need to revise your budget for the NCE period, please explain why the funds are no longer needed in the original category and why they are needed in the new category.