NIH No-Cost Extension Guidance

NIH First NCE

Please answer these questions when submitting the first NCE request to JHURA.

-What is the NIH Award # and PI's name?

-How much extension time will you need?

-Are there sufficient funds left to spend on the award?

-Is there a programmatic need to continue research?

-Are IRB compliance dates still active if human subjects are involved?

NIH Second NCE

For a second NCE request, **four separate PDF documents** are needed for upload into eRA Commons.

1.) **Progress report -** A brief (not to exceed one page) progress report that communicates scientific progress made from submission of the last RPPR to present

2.) **Budget documents –** PDF document on PHS 398 forms including the checklist and budget justification showing how funds will be spent

3.) **Justification document** – Explain why the extension is needed (this is not the same as the budget justification)

4.) **Consortium budget (optional)** – PDF document on PHS 398 forms including the checklist and budget justification showing how funds will be spent.

The information below is also needed for the fields in eRA.

-Number of months needed for extension

-Amount of unobligated balance

-Does PI maintain measurable effort?

-Human subjects approval date

***Please note that only **4 fields** are available for upload in eRA, so all documents must be prepared as stated above as separate PDF's. In addition, JHURA does not have to sign the documents as submitting

the request through eRA is the AOR's concurrence for the request.