## Types of Extensions

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| After the end date of a grant, two types of extensions are possible:  **Extension(s) must be requested a minimum of 6 months before the end date of the grant agreement.**  **6-month spend-down period**  This period can be granted to all researchers if they need more time to wrap up the project without additional funding. This period cannot be used to undertake additional activities and expenses, but only to finish activities and incur expenses already initiated. This includes performing final analyses, preparing and submitting manuscripts as well as paying any outstanding invoices and costs associated with manuscript submission. These expenses can be paid using the balance of funds available at the end of the project if applicable and/or the last instalment made by Brain Canada after approval of the *final or NCE progress report*.  Brain Canada requires a *spend-down financial statement* at the end of the 6-month period. Please note that if the financial statement indicates a positive balance, the remaining funds would need to be returned.  Request for a 6-month spend-down period: Yes  No  **No-Cost Extension (NCE)**  A NCE up to six months can be requested when a project encountered some unexpected delays (e.g. issues with generation of a mouse model, slow recruitment of human subjects, administrative delays) or when a project has been very successful beyond the original objectives but would require additional experiments to be completed that could lead to a potential breakthrough.  In this case, Brain Canada requires the Principal Investigator to submit a written justification (see below) that will be evaluated by Brain Canada. The Principal Investigator must also obtain the agreement of other funders of the grant and submit this agreement to Brain Canada before a NCE can be authorized by Brain Canada. If the NCE is required for a part of the project led by one or several co-Investigators, the NCE request must be signed by both co-investigator(s) and Principal Investigator. If the request is approved, Brain Canada will amend the Grant Agreement to modify the project end date.  In addition to the regular *annual progress reports*, the submission of a *NCE progress report* (including scientific and financial portions) is required by Brain Canada within 60 days following the amended end date of the project.  Please note that at the end of the NCE, there is a possibility to obtain a 6-month spend down period as described above.  Request for a No-Cost Extension: Yes  No  Duration of the NCE requested: \_\_\_\_\_\_ months New end date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| By making this request, I hereby certify that I will provide the required documents as requested  **Name of the Project**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Principal Investigator:**  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Co-investigator(s) if applicable:**  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

## No-Cost Extension Details

## *To be filled in by Principal Investigators (and co-investigator(s) if applicable)*

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| **Provide written justification of the extension (reasons surrounding the need to extend the grant period)** |
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| **How will the extension benefit the completion of the project?** |
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## Brain Canada Review *To be filled in by Brain Canada*

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| **Reviewed by:** |  | **Date:** |  | | |
| **Principal Investigator:** |  | | | **Grant Length:** |  |
| **Title:** |  | | | | |
| **Program Name:** |  | | | | |
| **Start Date:** |  | **End Date:** |  | | |
| **New Proposed End Date:** |  | | | | |

## Comments

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Approved  Not Approved