No Cost Extension in Research.gov

Users will need to login to research.gov at the following address: http://www.research.gov/

You will need to know your NSF ID and password. If you have misplaced or forgotten this information, contact SPRS at sprscontracts@csuohio.edu. After logging in, you will need to click on the "Notifications & Requests" under the awards and reporting. The screen should look like this:
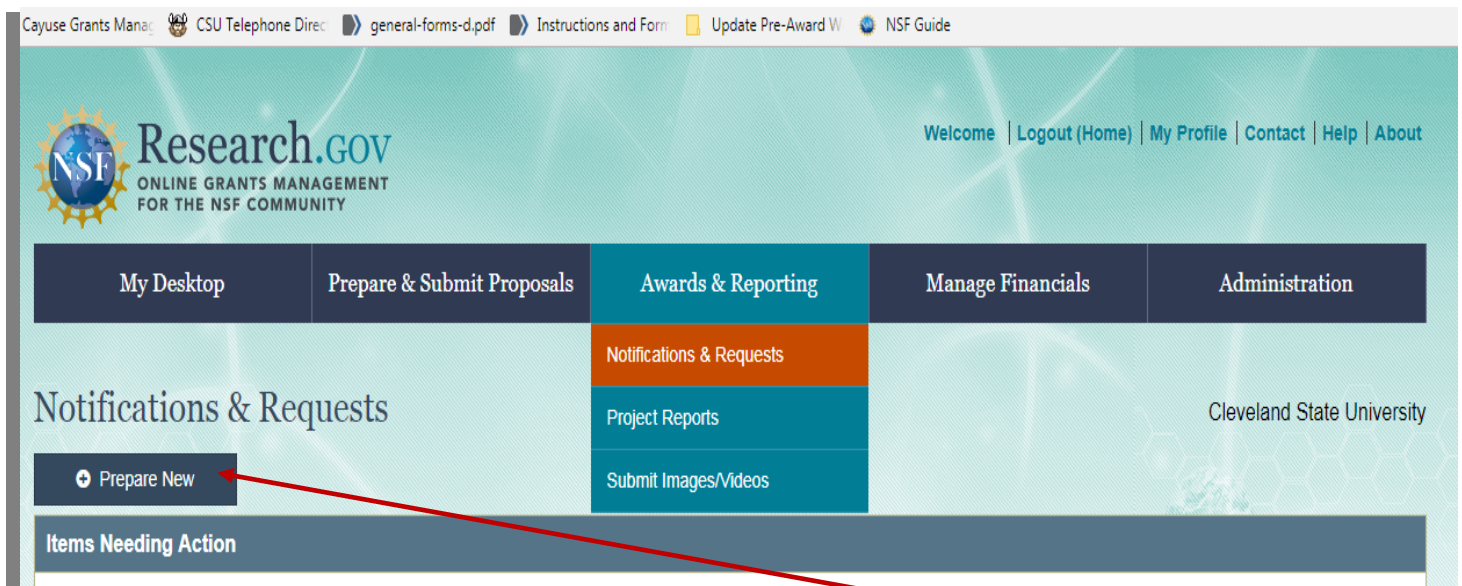
After selecting Notifications & Request, you will need to click on the "Prepare New" request button. Once you have clicked on the Prepare New button, it will bring up a list of options as to what type of request the user wishes to make.   In this case, the user should select "No-Cost Extension" as seen below:

Once you have selected this option, enter the award number of the grant you want to extend. This is the NSF award number and not the CSU grant number, it should be 7 digits long.

Once it has been entered then the system will let you know what type of extension it is. If it is for a Grantee NCE, the screen should look like this:

ℹ Reminder: The extension request must be submitted to NSF at least **45 days prior** to the end date of the grant.

*Required

*Revised End Date: [▼] (Always expires on the last day of the month)

*Remaining Funds : [$ [   ]] (In whole dollar amounts)

*Justification for NSF-Approved No-Cost Extension:

[   ]

Characters remaining: **1200** (out of 1200 max)

*Plan for use of unobligated funds:

[   ]

Characters remaining: **1200** (out of 1200 max)

[Save]   [Save & Submit to NSF]   [Cancel]

By electronically signing and submitting this notification/request, the awardee is: (1) certifying that statements made herein are true and complete to the best of his/her knowledge; and (2) agreeing to accept the obligation to comply with NSF award terms and conditions if the notification/request is granted. Willful provision of false information in this notification/request and its supporting documents or in reports required under an ensuing award is a criminal offense (U.S. Code, Title 18, Section 1001).

The user will need to enter the new revised end date, the amount of remaining funds in the grant, the justification for the NSF approved NCE, and the plan for the use of the unobligated funds.

Once this is completed you will need to click on the "Save & Submit" button. This will send the request to SPRS for approval.

If you have any questions on this process please contact sprscontracts@csuohio.edu and someone can assist you.