



**Mount  
Sinai**

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**GCO Initial No Cost Extension (NCE) Request and Progress Report Form for NIH Grants**

Use this optional form to prepare an initial NIH no cost extension request and progress report for the GCO. **Do not use this form if the award has expired.** Click [here](#) for GCO’s No Cost Extension Application Policies and Procedures.

Answer the questions below and place an “x” in the box(es). Please upload this form in the Progress Report tab of your InfoEd application. Any other required documentation listed below should be uploaded in the Internal Documents tab of your InfoEd application.

1. Requested Extension Length of No Cost Extension Period (choose between 1 and 12 months): \_\_\_\_\_
2. Brief overview of progress to date (milestones/accomplishments):
3. Scientific justification for no-cost extension/brief overview of activities to be accomplished in upcoming period:
4. Will there be a change to the project’s originally approved scope during the no cost extension period?  
 Yes  No
5. Indicate whether Mount Sinai should extend the no extension to the sub-awardee institution(s).  
 Yes  No  N/A

If “Yes,” please provide the following information:

Name of Sub-Awardee Institution \_\_\_\_\_

Required Documentation:

Signed Statement of Intent (SOI) to Establish a Consortium Agreement

AND

Either Statement of Work (SOW) or

Confirmation of No Change to SOW.

*Copy above rows to provide information for additional subaward sites as needed.*

If “No,” please be aware that the current subaward agreement will expire on its end date and will not continue in the no cost extension period.