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, follow link for the NSF ID Lookup page:
https://www.fastlane.nsf.gov/researchadmin/nsfIdLookupRead.do

After logging in, you will need to click on the "Notifications & Requests" under the awards and reporting. The screen should look like this:
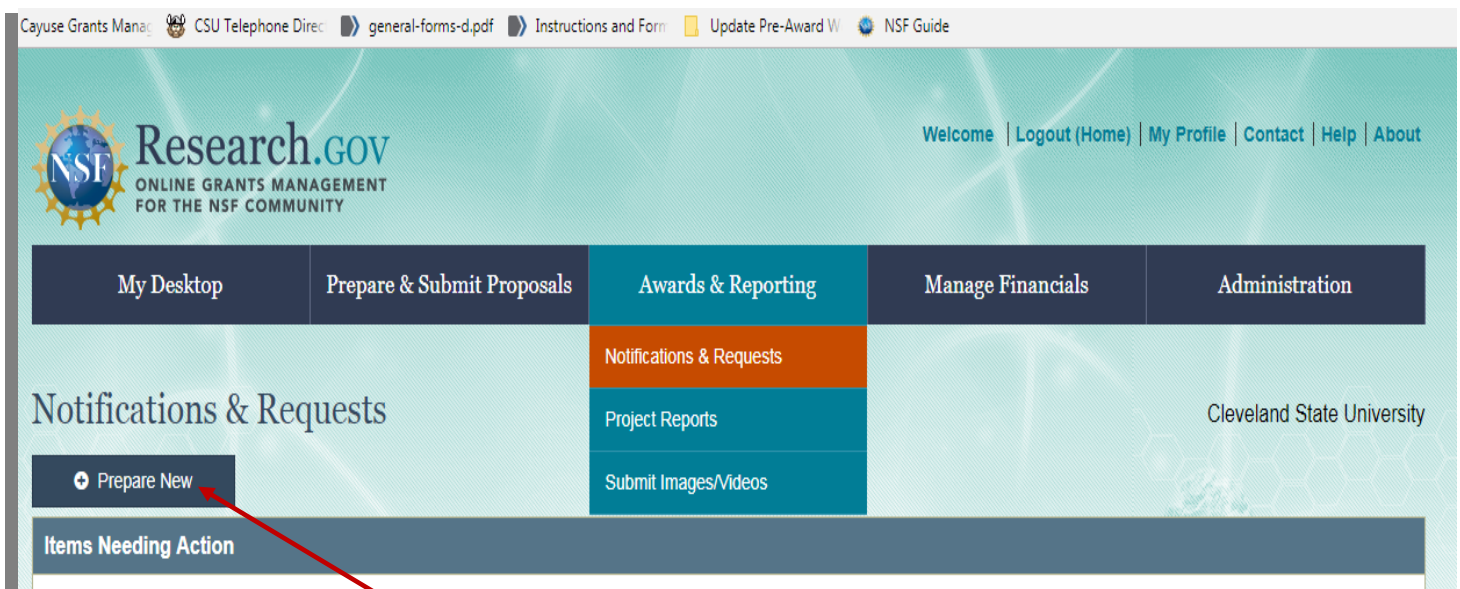
After selecting Notifications & Request, you will need to click on the "Prepare New" request button which is located here.

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:

Prepare New Notification / Request

‹ Back to Notifications & Requests

Prepare New

Step 1: Select type of change

○ All
○ Budget Activities
◉ No-Cost Extensions
○ Changes in Objectives, Scope, or Methodology and other Significant Changes
○ Changes in PI/PD and co-PI/co-PD
○ Other

Step 2: Select notification / request

| No-Cost Extension ▼ | Go |

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:

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 sprs@csuohio.edu and someone can assist you.