**REQUESTING A ONE-TIME EXTENSION**

Extend CSG End Date (Maximum an Additional 12 Months)

Please be aware that **you may not apply** for another Creative Scholarship Grant while this grant is active or on a NCE. Request 30 days prior to the end of the budget period.

Complete this form and submit to: **Judi Dorn** at: Research Internal Awards Program [rsch-internal-awards-program@usf.edu](mailto:rsch-internal-awards-program@usf.edu)

|  |  |
| --- | --- |
| PI Name |  |
| Department and College |  |
| Phone Number |  |
| Email Address |  |
| Select the Type of Grant | Choose an item. |
| Project Title |  |
| Budget Period |  |

Answer the following four questions and submit.

1. Why were you unable to complete the project during the original budget period?

1. What more needs to be done?

1. How much more time are you requesting? (Additional 12 months maximum)

4. Has any spending occurred on this grant? If yes, what is the Remaining Spending Authority (RSA) on this grant?