**Fast Track Grants – No Cost Extension Request Form**

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| --- | --- |
| Name of Principal Investigator |  |
| Contact Details of PI (email and Phone) |  |
| Title of Project |  |
| CRDC Project Number |  |
| Start Date of Project |  |
| Original End date of Project |  |
| Proposed extension date  (Please note projects should be completed within a year) |  |
| Detailed Reason for extension |  |

Once the form has been completed please email back to the CRDC Fast Track Grant Secretary (Andrew Parsons) on [A.Parsons@ucl.ac.uk](mailto:A.Parsons@ucl.ac.uk). You will be contacted once approval has been given and sent a no cost extension award letter.

Please note that worktribe needs to be updated with the new end date once you have received the no-cost extension letter as per the Research Services process <https://www.ucl.ac.uk/research-services/managing-funding/amendments-projects>.

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| For Office use only: | | |
|  | Agreed by | Date |
| Approval from Chair of Committee |  |  |
| Approval from BRC Finance Manager |  |  |