



No-Cost Extension Policy

Research Ireland may authorise an extension to the expiry date of a grant, as specified by the grant term in the Letter of Offer, where grant funds remain unspent. These funds must be used to complete the original objectives of the research programme. Typically, this no-cost extension (NCE) will be granted for a period of 6-12 months, and this determination will depend on the grant term. As this is a no-cost extension, no additional funds may be requested.

Please note that this time limit does not apply in cases of maternity leave, adoptive leave, parental leave, parent's leave, or other types of leave as specified. In these scenarios, grant recipients may avail of an NCE regardless of the length of their leave.

An application for an NCE should ideally be submitted **at least 2 months** before the end date of the grant to allow time for Research Ireland staff to process the request. If there is not sufficient time left in the grant term to process the request, the grant may not be reopened once expired.

If an NCE is granted, the due date for the final financial report will be amended. The due date for the final progress report may also be amended, though this may vary depending on the Programme.

The following information must be provided when applying for an NCE:

- **Justification for Extension:** A strong justification explaining the need for the extension period. The fact that funds may remain at the expiration of the grant is not in itself sufficient justification for an extension. The plan must adhere to the previously approved objectives of the research programme.
- **Projected funds remaining after the current Grant End Date:** Budget figures should be provided that accurately record the level of funding projected to be remaining after the current expiry date of the grant.
- **Spend plan during period of extension:** An outline of the proposed budget broken down into the relevant budget categories. Please note that a request can be made to move funds from their existing category, but any such request must be made via a Budget Reallocation Request¹.
- **Details of required approvals:** Where changes to animal licences, ethics, or any other approvals are involved as a result of the NCE, details must be provided.

¹ Please see Research Ireland's Budget Reallocation Policy for further details.



Please note that the General Terms and Conditions of the original grant will still apply. Once approval is granted, notification will be sent to the grant recipient, the Finance office, and the Research office of the relevant Research Body. Grant recipients are cautioned not to make commitments or incur expenditures after the original expiry date of the grant in anticipation of an NCE being granted.