



DISTRICT OF COLUMBIA
OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

Charter Schools Program (CSP) Subgrant Request for No-Cost Extension (NCE)

Background: Due to the COVID-19 crisis, subgrantees are permitted to request a one-time no-cost extension of their final budget period without obligation of additional funds from OSSE (i.e., an NCE). NCEs will be granted on a case-by-case basis and may not exceed 12 months or extend beyond Sept. 30, 2021. NCEs must be for a reasonable period of time and the need for the extension must be tied to the pandemic. Please complete this template or provide the same information in a different form and submit to Brianna Griffin at Brianna.Griffin@dc.gov if you wish to request an NCE. Requests will be reviewed on a rolling basis and you will receive a determination in writing within ten (10) business days. If the request for an NCE is approved, subgrantees will work with OSSE to amend the subgrant performance agreement and reporting schedule to account for the additional time.

Eligibility: Subgrantees must be in their final 12 months of the subgrant as of the date of this notice in order to be eligible to request an NCE. For example, a subgrantee whose subgrant period is expected to end on June 30, 2021, is not eligible to apply at this time. *Current eligible subgrants are FY17 Planning and Implementation, FY18 Dissemination, FY18 Replication/Expansion, and FY19 Replication/Expansion.*

Note: Subgrantees may still see an end date of Sept. 30, 2020, on their Grant Award Notification (GAN) in EGMS after an NCE is granted. The end date will be extended after the end of the current fiscal year. Please retain NCE approval documentation in your subgrant files.

Subgrantee LEA: _____

Contact Person: _____

Contact Person Email: _____

Current Unobligated Subgrant Funds: _____

Current Subgrant Period End Date: _____

Requested Subgrant Period End Date: _____

*(*must be no more than 12 months later than current subgrant period end date and must be no later than Sept. 30, 2021)*

