

COVID in-time extensions initiative Phase 2 – Guidelines – 2021

Announcements and Options

WEBSITE LINKS WITH ANNOUNCEMENT UPDATE AND ELIGIBLE FUNDING OPPORTUNITIES

NSERC Link:

https://www.nserc-crsng.gc.ca/Media-Media/NewsDetail-DetailNouvelles_eng.asp?ID=1139#March15-2021

(See Item: Extension of the period for use of NSERC Grants | March 15, 2021)

SSHRC Link:

https://www.sshrc-crsh.gc.ca/news_room-salle_de_presse/latest_news-nouvelles_recentes/2021/extension_of_the_period_for_use_of_sshrc_grants-prolongation_de_la_periode_d-utilisation_des_subventions_du_crsh-eng.aspx

OPTIONS:

When can a grantee request a COVID in-time extension without submitting a Grant Amendment Form?

1. Phase 1 - Grant end date INCLUDING auto-extension year is **between February 1, 2020 – March 31, 2021:**
 - This extension of up-to 12-month is automatically approved at the institutional level without a grant amendment form;
 - *If a 2nd COVID in-time extension is necessary (after month 12)*, an additional 12 months may be approved by the institution without the grant amendment form. See Phase 2 details below.
 - NOTE: These requests must be made during the first COVID in-time extension period (between February 2021 and March 2022) and not before if there is no automatic extension year. Otherwise, a second COVID in-time extension may only be requested/approved once the automatic extension year begins. They should be based on need, and may not exceed 12 months.

2. Phase 2 - Grant end date INCLUDING auto-extension year is **after March 31, 2021 and before March 31, 2022:**

- This extension of up to 12-month is automatically approved at the institutional level without a grant amendment form; –
- *If a 2nd COVID in-time extension is necessary (after month 12 Phase 1), an additional 12 months may be approved by the institution without the grant amendment form.*
 - NOTE: These requests must be made during the first COVID in-time extension period (between February 2021 and March 2022) and not before if there is no automatic extension year. Otherwise, a second COVID in-time extension may only be requested/approved once the automatic extension year begins.. They should be based on need, and may not exceed an 12 months.
- The grant **MUST** be in its final year (including the automatic -extension if applicable) for this extension request to be approved.
- For reasons outside of COVID-related delays or grant programs not included in this initiative, the standard grant extension process applies which requires a grant amendment form and agency approval.

Are there alternatives to a COVID in-time extension?

- If the grant has at least one future installment(s) to be paid, a deferral may be requested as per TAGFA.
- A Grant Amendment Form may always be submitted for a standard grant extension as per TAGFA.
- NSERC – SSHRC have launched distinct funded extensions for some of their grant programs; consult the agency webpages for more information.

If I require additional assistance, who do I contact?

Questions and comments can be directed to the Grants Awards Administration team at grantsadministration@nserc-crsng.gc.ca or grantsadministration@sshrc-crsh.gc.ca

Definitions and distinctions for this initiative

IN-TIME

For this initiative, in-time refers to period of use only. There are no additional funds associated with in-time extensions.

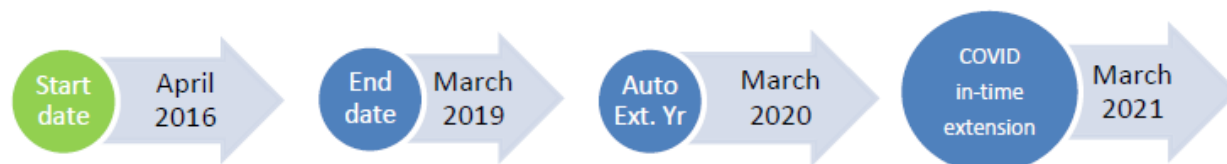
Any COVID-related extensions to grants that include funds are separate and distinct from this COVID initiative. For example, the NSERC Discovery Grants funded extensions and the SSHRC Institutional Grants funded extensions are separate and distinct from in-time extensions. There may also be important eligibility considerations that prevent a grant holder from holding one type of extension versus another.

REVISED GRANT END DATE

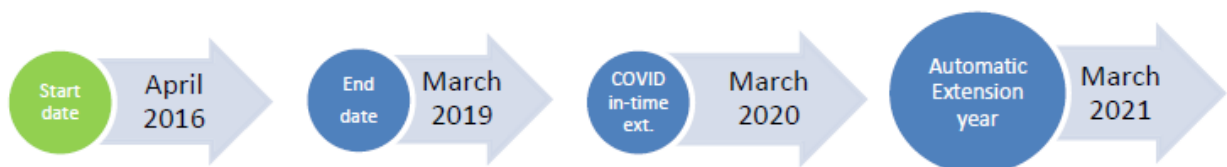
Once the final installment is paid out on a grant, grantees have until the grant end date (typically the year of last installment), and if applicable, the end of the automatic extension year, to use their grant funds towards eligible expenses. Optically, A COVID in-time extension refers to an extension period AFTER the final end date including the automatic extension year, when applicable, however, administratively, the automatic extension year is always considered the final (up-to) 12 months of the grant.

Example of a 3 year grant's timeline with an automatic extension:

OPTICALLY when submitting a request for approval:



ADMINISTRATIVELY once the request is approved:



The list of funding opportunities with an automatic extension years is available in [TAGFA](https://www.nserc-crsng.gc.ca/InterAgency-Interorganismes/TAFAs-AFTO/guide-guide_eng.asp#25) https://www.nserc-crsng.gc.ca/InterAgency-Interorganismes/TAFAs-AFTO/guide-guide_eng.asp#25

GRANT EXTENSION

A Grant extension refers to extending the duration and life of a NSERC – SSHRC grant and it may or may not include additional funds.

NOTE: Supplements are not extensions; they involve additional funds, typically complement an active grant for an identified period, have a specific purpose, and do not affect the grant end date.

Grant extensions also do not include NSERC – SSHRC or tri-agency scholarships or fellowships. Any reference to scholarships and fellowship extensions are separate and distinct from grant extensions.

Special Notes and Considerations

FUNDING OPPORTUNITY AND PROGRAM SPECIFIC:

- **NSERC Discovery Grants:**
 - Due to the structure of the Discovery Grants program, this extension must be a fixed 12 months in duration and include a March 31st revised end date.
 - DGs that have opted for the funded extension in 2021-22 are not currently eligible for the in-time COVID extension as they will not be in their final year including the automatic extension until 2023 or beyond.
 - Reminder: Grant holders cannot hold two DGs concurrently. Grant holders are not to request this extension if a new application has been submitted/offered funding.
- **SSHRC Connection Grants and Partnership Engage Grants:**
 - Since these funding opportunities have four competition deadlines per year, award start and end dates vary; refer to the Notice of Award as needed to ensure requests for this extension are only submitted for grants in their final year on or after April 1st, 2021, and only once the automatic extension year has begun.
- **NCE Extension Requirements:**
 - A short justification (maximum 1 page) for the request detailing the delays related to COVID-19 and impact on the network is required. The request also requires board approval including agreement and support from your host institution. Note that the Board and Management team will be responsible for adjusting its budget as necessary in order to ensure it will be able to support its activities during the extended period.

If you have any questions, please reach out to your respective grant facilitation officer(s) or unit.