

## RAD 203 Project End Date Management May 31<sup>st</sup>, 2012

### Sample amendment terms/clauses,

#### Sample Award Amendment Terms:

##### Tricouncils (NSERC, SSHRC, and CIHR): Extension Period for Use of Funds Beyond a Grant Period

- For some programs, **an extension is automatically given** to allow the grantees to use funds remaining in their account for a set period following the funding expiry date of their grant. This period allows grantees to bring research activities to a close. Grantees may make and pay new commitments during the extension period but not beyond.
- Other programs may allow extensions by request. For these programs, a written request must be submitted to the Agency's program staff before the funding expiry date of their NSERC or SSHRC grant, or 30 days before the end of the automatic extension period of their CIHR grant. The request must explain the need for an extension and provide a date when the research activities will be completed.
- If the extension is not approved, the grantee has three months to pay all commitments made prior to the end of the grant period.
- The Authority to Use Funds Period ends:
  - when the original grant reaches its expiry date (NSERC and SSHRC only);
  - when the extension period ends;
  - three months following the expiry date of the original grant in the case where an extension has been requested, but not approved (NSERC and SSHRC only).
- If funds remain in the account at the end of the Authority to Use Funds period, refer to the paragraph on Residual Balances.
- No requests for extensions will be considered after the account has been closed and any remaining balance has been returned to the Agency (CIHR only) or transferred to the institution's General Research Fund (NSERC and SSHRC only).
- It is the responsibility of the grantee to inform co-investigators, other concerned individuals and all involved research institutions of the outcome of extension requests.
- No requests for extensions will be considered if the Institution Paid has not submitted a Form 300 for each period of the grant ending March 31.

### Sample Agreement Amendment Clauses:

- AMENDMENT - Except in respect of an extension to the Project Term, as noted in this Section 15, no amendment or variation of this Contract will operate to change or vary the terms, obligations, or conditions hereof except upon mutual agreement by both parties signed by authorized representatives of each party. The parties may agree to extend only the Project Term by mutual agreement evidenced in writing by both parties, such mutual agreement not requiring signature by authorized representatives of each party.
- Entire Agreement - This Agreement constitutes the entire understanding between the parties relating to the Services. There are no agreements, representations or warranties except as set forth in this Agreement. No modification or amendment to this Agreement shall be binding unless executed in writing by the parties.
- No amendment of this Agreement or waiver of any of its terms and provisions shall be valid unless effected by a written amendment signed by the Parties.
- This Agreement shall be effective from the date of execution to \_\_\_\_\_ unless otherwise extended, renewed, or amended by mutual written consent of the Parties (the "Project Term").