



## **Brescia University College Internal Research Grant Extension Application**

While Brescia IRG-funded projects cover a one-year period from May 1 to April 30 in a calendar year, an award recipient can apply for and receive a six (6) month IRG extension. If recipients do not apply for (and are not awarded) an extension any funds awarded, but not used and claimed, are forfeited.

### **INSTRUCTIONS**

1. Review in full the 'Brescia University College Internal Research Grant Guidelines' document.
2. Complete all sections on the Extension Application form. Incomplete applications will be returned to the applicant.
3. Email applications to the Research Officer (or delegate), including a scanned or digital signature (in lieu of these options, full hardcopy submission with signature is acceptable).

### **Extended Brescia IRG Timeline:**

- Extended grants duration - May 1 – October 31, following the award year.
- Final date to submit outstanding expenses for extended grants – 31 October, or within ten (10) business days
- Final Report on Research Grant due date for extended grants – 30 November, or next business day

### **APPLICATION INCLUSIONS**

The following five (5) elements must be present in your Brescia IRG extension application:

1. Name of Principal Investigator
2. Awarded Project Title
3. Rationale for extension (max. 300 words)
4. Signature
5. Date

## APPLICATION FORM

*Insert details into the shaded areas below.*

<b>Name of PI</b>	
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<b>Awarded Project Title</b>	
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<b>Rationale for extension.</b> <i>Submit a maximum of 300 words</i>	
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<b>Signature of Applicant</b>	
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<b>Date</b>	
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*Email applications to the Research Officer (or their delegate), including a scanned or digital signature above (in lieu of these options, full hardcopy submission with signature is acceptable).*

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