

CDC Crisis Response Cooperative Agreement: COVID-19 Public Health Workforce Supplemental Funding

No-cost Extension Request Guidance July 2022

CDC recognizes that circumstances may have caused delays in completing the approved and funded activities under CDC-RFA-TP18-1802 [Cooperative Agreement for Emergency Response: Public Health Crisis Response](#). The performance period end date (PPED) for the \$2 billion in workforce development funding awarded in 2021 currently is June 30, 2023. In accordance with 45 CFR 75.308 (d)(2), jurisdictions that need additional time to complete activities may submit a no-cost extension (NCE) amendment request in GrantSolutions with the required information. Requests must be submitted no later than **Thursday, March 2, 2023**.

If all activities will be completed by the current PPED, closeout reports, including the final performance report and final Federal Financial Report, are due September 28, 2023. If an NCE is approved, the closeout reports will be due 90 days after the NCE end date. However, the annual Federal Financial Report will still be due September 28, 2023.

NCE requests must be supported with adequate justification; CDC will review and approve requests on a case-by-case basis. The following documents are required for the NCE request and must be submitted as an NCE amendment request in GrantSolutions.

- SF-424A Budget Information – Non-Construction
- Performance Period Revision - Proposed end date
- Application including a cover letter with
 - justification to extend performance period noting which activities will continue and why,
 - timeline for completing activities,
 - amount of funds remaining (or estimate of unobligated funds), and
 - why there is funding to continue to perform activities beyond the PPED.

Including this information in the request will demonstrate a strong justification, help expedite the request, and reduce the need for additional questions.

Recipients should submit questions to their assigned PHEP project officers and grants management specialists and copy dsllrcrisiscoag@cdc.gov.