

PDG B-5 Project No-Cost Extension Prioritization Framework

In accordance with 45 CFR §75.308(d)(2), MDE has been notified that PDG grant recipients may request a one-time no-cost extension (NCE) of the project period of up to 12 months. Please note that guidance advises that **an extension should not be requested simply to spend unobligated balances**. The purpose of a no-cost extension is to **complete existing activities in an approved application or amendment, not to spend unobligated funds or begin new activities that involve a budget revision or change in scope**.

PDG proposes to request a 9-month no-cost extension, with all extended projects concluding by **9/30/2023**. MDE intends to submit a request by September for a no-cost extension. Project partners have the opportunity to request to be included in the NCE request by consulting the prioritization framework below and submitting a NCE request that includes the following items to Joy Milano at milanoj@michigan.gov by August 19, 2022:

- **Request for extension of time to complete, OR**
- **Request for extension of time and additional funds (should they be available), which priorities apply to your project, and full explanation as described in each priority**
- **Budget for Jan-Sept. 30, 2023**

All projects with unspent funds can have access to inclusion in a NCE request, provided they are within the priorities listed below. **Existing projects requesting reallocation of any potential unobligated or unspent funds** must meet at least two of the five priority criteria.

Projects that would not be considered include any that have not substantially fulfilled their workplan agreement for 21-22. Projects that are on track and plan to conclude activities at the end of 2022 would not qualify for extension; they should just naturally conclude as planned.

The following criteria would be applied to all PDG B-5 projects to determine what projects could be included in a no-cost extension request to the federal project office:

Priority Criteria

- 1) **Overall system building** (does the project build a currently lacking part of the system and will identified outcomes of the project occur by the end of the funding timeline – provide an explanation of system-building activities, outcomes, and budget from 1/1-9/30/2023).
- 2) **Extra time to complete** (does the project just need a little extra time to conclude the current planned work; project should identify what specific activities will occur between 1/1/2023 and 9/30/23, the concrete outputs or outcomes, and budget).
- 3) **Partnerships** (are there key partnerships involved in the project and/or is there blended/braided/layered funding; identify what will occur during the NCE period to grow the partnerships/outputs/outcomes and sustain after PDG funding is gone, the activities that will occur and a budget from 1/1-9/30/2023).
- 4) **Results** (will the extra time actually produce improved outcomes or results; identify what outcomes/outputs will benefit from the extra time, activities, and budget from 1/1-9/30/2023).
- 5) **Sustainability** (the extra months will help shore up sustainability of the projects/partnerships/outcomes/outputs/funding; provide a rationale and justification for what will be done to sustain the project during the NCE period and a budget from 1/1-9/30/2023).

Timeline:

July 20: Release NCE guidance to partners.

August 19: Requests for extension and justifications/documentation due from partners/project leads.

No later than September 2: Extension determinations made and communicated to partners/project leads.

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Priorities (Must Meet Two Priority Areas to be Considered)	Strong*	Weak
Overall System Building	Identifies needed or beneficial system connections or supports; outcomes will meet identified needs; outcomes are achievable within the timeframe	Proposed systemic improvements are of negligible value; outcomes won't "move the needle", and/or outcomes won't be achievable within timeframe
Needs Extra Time to Complete	Project is progressing; extra time will achieve planned or enhanced outcomes	Project is not progressing on a pace to be completed by 9/30/2023; outcomes proposed are not achievable
Partnerships	Extension will allow partnerships to be solidified or further strengthened in specific ways; blended funding can be applied or blended funds can be expended; extension will provide sustainability of the project and/or partnership	Partnerships and/or funding will not reasonably benefit from extra time
Results	Improved or additional results achieved through extension are identified and are realistic and/or beneficial	Results described are not realistic and/or achievable with an extension or won't be achieved by the SOW described
Sustainability	Extension will provide an improved opportunity for sustainability of the project or will focus on achievable and concrete steps for sustainability	Activities described amount to a hope that some sort of sustainability will materialize in the additional 9 months but there aren't concrete or achievable plans

***all requests include required justification, SOW, budget and outcomes**