



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

**Public Transportation Division**  
Period of Performance Extension  
Request

**Instructions:** Requests for grant project end date extensions must be submitted at least 60-days prior to the current performance period end date. Requests cannot be combined for multiple projects. A cover letter must accompany each request fully detailing the reason a delay in the project. All previously approved extensions for the project under consideration must be fully explained along with why an additional extension is needed in the cover letter. **Incomplete forms will not be processed.**

<b>Submittal date:</b>	<b>Project #:</b>
<b>Current POP End Date:</b>	<b>Agreement#:</b>
<b>Proposed POP End Date:</b>	

<b>Subrecipient</b> ( <i>Agency Name</i> )		
Contact Person:	Phone: (    )	
Email:		
<b>Project Description:</b>		
<b>NCDOT/PTD Use Only</b>		
<b>1. Reason for Delay:</b> (Provide a brief description.)	Adequate	Inadequate
<b>2. What is the status of the grant project?</b> (Summarize project milestones to date and % of budget remaining. Have grant reports been submitted along with claims?)	Adequate	Inadequate

