



GRANT RENEWAL REQUEST

Any FAST award extending beyond a one-year project period requires an annual grant renewal to ensure alignment with the initial grant objectives and satisfactory progress. If you intend to apply for an additional year of support, please submit a request letter to science@cureangelman.org no less than thirty (30) days prior to the end date of the current project period. The letter should be co-signed by the **Principal Investigator (PI)** and an **authorized signing official** from the university/institution.

Grant Renewal Request - A grant renewal, once approved, will release funding for the upcoming budget period and for the continuation of proposed research. Grant renewals offer an opportunity to review progress made and continue funding for approved research projects. Additional work, complimentary to the existing grant, may be requested as a separate grant amendment (more information on grant amendment request may be found [here]).

If requesting a grant renewal please include the following information:

1. **FAST Year-End Progress Report**
2. **Financial report**
3. **Official request letter** including the following information:
 - a. Name of the PI, grant number and title of grant;
 - b. Budget request for the upcoming project period;
 - c. Project period; and
 - d. Detailed justification for the request:
 - i. Were aims met for the current year;
 - ii. Scope of work for the upcoming year of the project;
 - iii. A plan for the use of the next year's budget.