

Extension of Time Guidelines 3/6/2019

For R/E work on Acquisitions within the same appropriation year

If a program has a binding acquisition agreement by the appropriation deadline and closes within the additional window of 1 year as allowed in session law, R/E work is extended for up to 5 years after that later date ONLY for work on that parcel and related staff time for reporting and reimbursement until the final report is submitted. All other R/E work in that program must be completed per the appropriation law deadline. MANAGER ACTION: If your program needs this type of extension, please send an e-mail stating which parcel needs to be extended, the date the parcel closed, and anticipated date of final report completion.

For Federal Fund Extensions

If a program is extended due to a federal award, as per the appropriation law requirements (which is different for each year), the ENTIRE appropriation is extended to the performance period of the federal match even if the federal monies were awarded for a single parcel or activity. MANAGER ACTION: An amendment should be submitted in the on-line system changing the timeline, updating the federal match tab, attaching the match letter/award notification with dates of the federal award including the terms and conditions of the award, and an explanation of the extension of time in the amendment tab.

For Appropriation Extensions

Extension of time BEYOND what is allowed in the appropriation law are generally discouraged and will require Council approval. Planning ahead is necessary, please contact staff if this is your situation so we can guide you through the process. If approved by the Council, the extension will be included in the LSOHC annual recommendation bill. This bill will then go through the legislative process and will not go into effect until the bill is signed into law, typically in May. Extension request for consideration must go before the Council for approval by the December meeting PRIOR to session.

Note: The availability of appropriation language has changed from year to year, please consult the details around the specific year of the program's appropriation.