

PERIOD OF PERFORMANCE END DATE FORM

Arizona Department of Transportation

Instructions:

Requests for Period of Performance End Date extensions must be submitted at least 90-days prior to the current end date. Requests cannot be combined for multiple Federal/ADOT Projects. **Incomplete forms will not be processed.**

Submittal Date	
Federal Project Number	ADOT Project Number
Current Period of Performance End Date	Proposed Period of Performance End Date

Subrecipient (Agency Name)	
Contact Person	Telephone Number
Email Address	
Project Description	
1. Reason for Delay (Provide a detailed description.)	
2. What is the current status of the project? (Summarize project milestones to date and percent of budget remaining.)	
3. Plan for Completion (List the steps to be taken if approval is granted that will ensure completion by the new end date.)	
4. Indicate the number of Period of Performance End Date Extension requests previously granted for this project: <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 or more, provide explanation: _____	

Signature of Authorized Official or Agency Designee	Date
<p>I certify the project scope of work will be completed on or before the newly requested end date. I certify all eligible expenses will requested for reimbursement in accordance with the allowable time-frame of the newly approved Period of Performance End Date and the Final Voucher Request will be submitted to the Arizona Department of Transportation prior to that date. I further certify neither the project scope of work nor the approved budget, are under consideration to be changed in this request. Only the project's End Date is requested to change.</p>	

<i>This Section is for ADOT/ Program and Project Funding Unit</i>	
Recommendation:	
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Signature	Date
Comments: <hr/> <hr/> <hr/>	

Please send completed/signed extension request to resourceadmin@azdot.gov