

Request for Exception to Criteria for Extension of Previous Program Year Contracts Policy

The [Criteria for Extension of Previous Program Year Contracts Policy](#) states that *on June 30 of each program year all outstanding third year contracts automatically expire and all funds encumbered to those contracts are returned to state accounts. The commission recognizes that to a very limited extent some contracts should be extended one additional year....If the request for payment is not received by the day before the July commission meeting, a district supervisor must appear before the commission to request the extension.*

Division staff respectfully request consideration of the following items:

1. **Policy exception of the District Supervisor requirement to attend the first Commission meeting of the new fiscal year.**
2. **Delegation of extension authority to the Division Director.**

Districts will still follow the process to request a contract extension as described in the policy and use the online request form: <https://fs3.formsite.com/ncdswc/FY2025Extensions/index> for all requested contract extensions. This form must be submitted by June 30, 2025.