Wisconsin Emergency Management
Public Assistance – Project Worksheet
Time Extension Request

Name of Organization/Applicant:		
Disaster #: DR–	Project Worksheet #: PW–	Category of Work: Choose
Date of Time Extension Request:		
Projected Project Completion Date:		

Justification for Delay/Extension – requires information describing extenuating or unusual circumstances, beyond the sub-recipient's control, that have resulted in the need of a time extension:

For WEM use only:

Extension Request: ☐ Approved through ☐ Denied

State Public Assistance Officer

(print name & signature) (date)

Comments/Requirements for approval; Explanation for Denial:

Any work not completed by the projected completion date above will be ineligible for FEMA funding unless an additional time extension is approved by WEM. All requests for time extensions must be submitted no later than 30 calendar days before the period of performance expires.