

## **Andrew Mellon Foundation – No Cost Extension**

When requesting a no cost extension through the Andrew Mellon Foundation, you are required to submit the request via the sponsor portal. You will log into the portal here:

[https://mellon.fluxx.io/user\\_sessions/new](https://mellon.fluxx.io/user_sessions/new)

Once logged in, you will use the left hand menu to select “Modification”. Here you will be able to enter your information and select the Document Type: “No Cost Extension Request”.

Please complete all information on the form and click submit. The email will be directed to [OPAM@umass.edu](mailto:OPAM@umass.edu) where it will be received by a Fiscal Administrator to review and submit on your behalf.

Once this is complete, you will receive a notification on the extension approval.