



## TRICARE Management Activity Data Sharing Agreement – Extension Request

Internal Use Only
DSAA #:  _____

This template is for the sole purpose of **extending** an executed Data Sharing Agreement (“DSA”), which incorporates an approved Data Sharing Agreement Application (“DSAA”), in order to continue to use the data in accordance with the terms of the DSA. **If there are substantive changes to a DSA (i.e., a change in the purpose of the data request or a change in the data flow, use and/or management of the data), an extension will not be granted and a DSA – Renewal Request must be submitted.** For new data requests, please submit a new DSAA.

<b>DSA Number</b>	
<b>Contract / Grant / Cooperative Research and Development Agreement (“CRADA”) / Other Project Number or Tracking Number (as applicable)</b>	
<b>Contract / Grant / CRADA / Other Project Name</b>	
<b>Current Option Year Period of Performance Dates</b>	
<b>Expiration Date of Contract / Grant / CRADA / Other Project</b>	
<b>Detailed purpose of the need for a requested extension</b>	
<p><b>Check <u>only one</u> of the certifications below that applies to this Extension Request of the above-referenced DSA (which incorporates an approved DSAA):</b></p> <p><input type="checkbox"/> We hereby certify that there are <b><u>no changes</u></b> to the DSA. We request that this DSA be extended and understand that we will be required to submit a DSA – Renewal Request in order to use data subject to the DSA beyond any extension granted.</p> <p><input type="checkbox"/> We hereby certify that there are changes in the DSA, however, the changes are not substantive to the DSA (i.e., a change in your current option year, street address, or email address). We have listed non-substantive changes in detail on Appendix A to this Extension Request template. We request that this DSA be extended and understand that we will be required to submit a DSA – Renewal Request in order to use data subject to the DSA beyond any extension granted. [Appendix A must be completed]</p>	
	<p>Questions should be directed to <a href="mailto:DSA.mail@tma.osd.mil">DSA.mail@tma.osd.mil</a> for further assistance.</p> <p><b>Notice:</b> The Privacy Office reserves the right to require completion of a DSAA should it determine that the non-substantive changes listed in Appendix A actually represent substantive changes requiring further information and review.</p>

By signing below, we acknowledge that the information above is truthful and accurate. We further attest that we are authorized to sign this Extension Request template on behalf of our respective organizations.

**Applicant / Recipient**

**Government Sponsor**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Rank/Title

\_\_\_\_\_  
Rank/Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Internal Use Only**

**DSA #** \_\_\_\_\_

**Upon review of this DSA – Extension Request, the following finding is made:**

- Applicant / Recipient and Government Sponsor certify that there are no changes to their DSA. This DSA – Extension Request is APPROVED for the period indicated below. [Indicate period of extension and DSA expiration date below.]**
- Non-substantive changes set forth in Appendix A are accepted and this DSA – Extension Request is APPROVED for the period indicated below. [Indicate period of extension and DSA expiration date below.]**
- Substantive changes are indicated and renewal request (including an updated DSAA) must be submitted. Applicant / Recipient must cease using the data subject to the DSA when the DSA expires. An extension cannot be granted.**

**Date Processed:** \_\_\_\_\_

**Signature:** \_\_\_\_\_  
Data Sharing Agreement Officer, TMA Privacy and Civil Liberties Office

**For APPROVED Extension:**

**Period of Extension (# of days):** \_\_\_\_\_

**Expiration Date of above-referenced DSA:** \_\_\_\_\_

**New Expiration Date with extension:** \_\_\_\_\_

**Follow-up with Applicant / Recipient and Government Sponsor with above finding.**

