




FEMA

**Grant Programs Directorate Information Bulletin
No. 487**

MEMORANDUM FOR: All State Administrative Agency Heads
All State Administrative Agency Points of Contact
All State Chief Information Security Officers

FROM: Pamela S. Williams 
Assistant Administrator
Grant Programs Directorate

SUBJECT: Fiscal Year 2022 State and Local Cybersecurity Grant Program 45-Day Pass-Through Period Update

I. Purpose

This Information Bulletin (IB) serves to provide clarifying information regarding the 45-Day pass-through period in the Fiscal Year (FY) 2022 State and Local Cybersecurity Grant Program (SLCGP) Notice of Funding Opportunity (NOFO).

II. Applicability

This IB is applicable to the [FY 2022 SLCGP NOFO](#), specifically, F.2.d.

III. Guidance

- A. Context.** Page 47 of the FY 2022 SLCGP NOFO states, “The eligible entity must pass-through at least 80% of the funds awarded under the SLCGP to local governments, including at least 25% to rural areas, within 45 calendar days of receipt of the funds. ‘Receipt of the funds’ occurs either when the eligible entity accepts the award or 15 calendar days after the eligible entity receives notice of the award, whichever is earlier.” The language in the NOFO comes from 6 U.S.C. 665g(n)(2)(A), which requires the entity to pass-through funds “not later than 45 days after the date on which an eligible entity or multi-entity group receives a grant.”
- B.** Because of the widespread funding holds placed on FY 2022 SLCGP awards, FEMA interprets the date that an entity “receives a grant” to be the date upon which FEMA releases the funding hold in the Non-Disaster Grants Management System (ND Grants) system. Therefore, the 45-day pass through requirement starts on the date when the amendment is issued in ND Grants and FEMA makes the funding available to the State Administrative Agency (SAA) for drawdown. Note that this pass-through requirement does not apply to funds the SAA receives for the development of the Cybersecurity Plan.

- C. After the funds have been released, FY 2022 SLCGP recipients must submit a letter to FEMA signed by the Authorized Official listed on the grant award certifying that they have met the 45-day pass-through requirement and collected any signed local government consents. Local consents must be signed by the Authorized Official for the local government entity receiving the items, services, capabilities, or activities in lieu of funding, and the consent must specify the amount and intended use of the funds. This letter is due no later than 10 calendar days after the 45-day period for issuing pass-through funding has passed. The letter should be emailed to FEMA-SLCGP@fema.dhs.gov. FEMA will send a copy of the letter to the Cybersecurity & Infrastructure Security Agency (CISA).
- D. Please see below some example guidance on how the Release of Funds date may impact the mandatory Pass-Through Requirement date:

Example-Project Name	FEMA-to-SAA Release of Funds Date	SAA-to-Local Government(s) Pass-Through Deadline Date	Letter Submission from SAA to FEMA Due Date
Project A	April 15, 2023	May 30, 2023	NLT June 9, 2023
Project B	May 15, 2023	June 29, 2023	NLT July 9, 2023
Project C	June 15, 2023	July 30, 2023	NLT August 9, 2023

IV. Questions

Questions regarding this IB may be directed to your assigned FEMA Preparedness Officer or the FEMA-SLCGP Inbox at FEMA-SLCGP@fema.dhs.gov. Additional details on the FY 2022 SLCGP are located at [State and Local Cybersecurity Grant Program | FEMA.gov](#).

V. Review Date

This IB will be reviewed and updated as needed.