



FEMA

**Grant Programs Directorate Information Bulletin
No. 496**

October 23, 2023

MEMORANDUM FOR: All State Administrative Agency Heads
All State Administrative Agency Points of Contact
All Urban Area Security Initiative Points of Contact
All State Homeland Security Directors
All State Emergency Management Agency Directors
All Eligible Regional Transit Agencies
All Private Sector Transportation Security Partners
All Public and Private Sector Port Security Partners
All Tribal Nation Points of Contact

FROM: Robert A. Farmer 
Acting Deputy Assistant Administrator
Grant Programs Directorate

SUBJECT: Expedited Period of Performance Extension Process for
Certain Fiscal Year 2021 Preparedness Grants

I. Purpose

This Information Bulletin (IB) serves to modify the Notices of Funding Opportunity and provide an expedited submission, review, and decision process for grant recipient Period of Performance (POP) extension requests for certain Fiscal Year (FY) 2021 preparedness grant programs, which are identified in Section II below. This IB is being issued in response to the ongoing and residual effects of the COVID-19 pandemic and the operational impacts many grant recipients still are experiencing.

Recent FY 2021 POP extension requests cite the ongoing and residual effects of COVID-19, in part or whole, as justification for approval. These include staffing issues, supply chain delays, and price inflation. Therefore, for all open FY 2021 preparedness grant awards set to expire on or before August 29, 2024, where a recipient is requesting a POP extension specifically due to COVID-19 impacts, extensions will be approved for up to 12 months via this expedited process. Non COVID-related extension requests, or extension requests greater than 12 months, will be reviewed via the normal extension process. This process is the same as those implemented in the previous four years.

II. Applicability

- A. This IB is applicable to the following FY 2021 Preparedness Grant Programs:
 - 1. Homeland Security Grant Program (HSGP)
 - 2. Nonprofit Security Grant Program (NSGP)
 - 3. Tribal Homeland Security Grant Program (THSGP)
 - 4. Port Security Grant Program (PSGP)
 - 5. Transit Security Grant Program (TSGP)
 - 6. Intercity Passenger Rail (IPR) Program
- B. **The deadline for submitting POP extension requests under this IB is June 14, 2024.**
- C. Extensions will be for a no-cost POP extension; no project scope changes will be considered or approved as a part of this process.
- D. Extensions for longer than 12 months, liquidation extensions, and closeout reporting extensions will continue to follow the regular submission and review process permitted under 2 C.F.R. § 200.344 and are not applicable to this IB.

III. Guidance

- A. Requirements for all POP Extension Requests covered under this IB:
 - 1. For all extension requests, recipients must submit a POP Amendment in the Non-Disaster (ND) Grants system.
 - 2. In the ND Grants Amendment Request Narrative section, recipients shall indicate they are requesting a POP extension through the authority of this IB.
 - a. Recipients shall include a brief explanation for the request (i.e., operational impacts due to the residual impacts of the COVID-19 pandemic). The explanation should be limited to one brief paragraph.
 - 3. No additional attachments, justification, or documentation are required. The recipient will receive all communications, including the final outcome (approved/disapproved) of the amendment request for the extension via the normal ND Grants electronic notification process.
 - 4. *Deadlines required per 2 C.F.R. § 200.344(a)-(b)*: Non-federal entities must liquidate all obligations incurred under these federal awards not later than 120 calendar days after the end date of the POP as specified in the terms and conditions of the federal

award. Non-federal entities must also submit closeout reports within 120 calendar days from the end of the POP.

B. Specific Requirements for FY 2021 Grants:

1. For all open FY 2021 preparedness grant awards set to expire on or before August 29, 2024, where a recipient is requesting a POP extension due to COVID-19 impacts, including staffing issues, supply chain delays, and/or price inflation, extensions will be approved for up to 12 months. Non COVID-related extension requests, or extension requests greater than 12 months, will be reviewed via the normal extension process.
2. *Deadlines required per 2 C.F.R. § 200.344(a)-(b)*: Non-federal entities must liquidate all obligations incurred under these federal awards not later than 120 calendar days after the end date of the POP as specified in the terms and conditions of the federal award. Non-federal entities must also submit closeout reports within 120 calendar days from the end of the POP.

IV. Questions

Questions regarding this IB may be directed to your assigned FEMA Preparedness Officer or the FEMA Grants News at fema-grants-news@fema.dhs.gov or (800) 368-6498, Monday through Friday, 9 a.m. – 5 p.m. ET.

V. Review Date

Not applicable, as this IB will sunset on June 14, 2024.