

Alternative Housing Pilot Program
Frequently Asked Questions

1. What is a SF 424?
 - a. The SF 424 forms make up the grant application; they consist of the face sheet, forms A and C are the Budget and include budget narrative, Indirect Cost Agreement if the state as grantee is requesting Indirect costs, and forms B and D are the assurances and certifications. If your project does not have construction, complete SF 424, SF 424A, SF 424 B. If your project has construction, complete SF 424, SF 424C, and SF 424D.
2. When I use http://www.grants.gov/agencies/aapproved_standard_forms.jsp to link to the standard forms, will I be able to complete the forms online and then print them?
 - a. No you will not be able to complete the forms on line from this link. They are in PDF format and you will have to print the forms out and then complete them.
3. Who is eligible to apply?
 - a. Five Gulf Coast states are eligible to apply for this grant. They are Florida, Alabama, Mississippi, Louisiana, and Texas.
4. What does a completed grant application look like?
 - a. To assist you with determining what your grant application should look like, please use the application checklist provided. All items on the application checklist should be provided by the application due date.
5. When is the application due?
 - a. Your completed application must be received by FEMA by 5:00 pm EST on October 20, 2006.
6. Can I submit more than one project proposal?
 - a. Yes, you can submit as many project proposals as you like but you must make sure that you address all requirements for each proposed project.
7. How can I submit the application?
 - a. You can mail your completed grant application to:

DHS / Federal Emergency Management Agency
Grants Management Branch
500 C Street, SW
Washington, DC 20472
8. Where do I get a DUNS number?
 - a. You can acquire a DUNS number by calling the toll free request line at 1-800-333-0505.

9. Who in the state can serve as the authorized signature on the application?
 - a. Each state's governor should designate an official that will be the authorized signature on the grant application. You can also go to http://www.archives.gov/federal_register/codification/executive_order/12372.html to determine who the state point of contact should be.

10. When will the grant awards be made?
 - a. The grant award process will begin after the FEMA/DHS selecting official has received the panels' recommendations and made the final selection decisions. Then, the FEMA Grants Branch will begin contacting the selected states to discuss any administrative or other clarifications needed pre-award. In addition, if there are other federal requirements that apply to a particular project (i.e. NEPA then the states will be requested to provide additional information for the appropriate FEMA review before awards can be made. Depending on the projects selected for final approval, grant awards could begin as early as 30-60 days after the panels, but some could take longer if the other considerations are complex.

11. What is the Period of Performance for this grant?
 - a. The period of performance will depend upon the projects that are selected, but on average will be 18 months to two years.

12. I'm a vendor with a great idea, can I submit my idea directly to FEMA?
 - a. No, FEMA is not accepting any proposals directly from vendors. Vendors should contact one of the five states mentioned above and propose their idea to them.

13. Who can provide me assistance regarding this grant?
 - a. Employees and others formally associate with one of the five states that are eligible, can either email AlternativeHousingPilotProgram@dhs.gov or call 1-800-336-0327 during normal business hours.