

This is a courtesy copy of an email bulletin sent by Sirisha Burra.

This bulletin was sent to the following groups of people:

Subscribers of Assistance to Firefighters Grant Program (56907 recipients)



- ▶ ANNOUNCEMENTS BEGIN OF 2012 FIRE PREVENTION AND SAFETY GRANTEES
- ▶ FOR GRANTEES ONLY: WHEN TO USE THE "RETURN OF FUNDS" FORM
- ▶ SYSTEM FOR AWARD MANAGEMENT (SAM.GOV) INFO
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ANNOUNCEMENTS BEGIN OF 2012 FIRE PREVENTION AND SAFETY (FP&S) GRANTEES

The announcements of the FY 2012 FP&S grantees have begun. The announcements will continue on a rolling basis until all available funds have been awarded. The list of awardees is available on the [FP&S Awards page](#) on the AFG website (www.fema.gov/firegrants).

FOR GRANTEES ONLY: WHEN TO USE THE "RETURN OF FUNDS" FORM

All AFG grantees must return any grant funds to FEMA (plus interest earned on federal funds) that were requested and deposited into the organization's bank account but were not spent on the project. Unspent grant funds can occur when

- A grant payment was requested and deposited but a balance of grant funds remains in the organization's bank account after all grant expenses have been paid; or
- A grant payment was requested and deposited but all grant funds were not spent before the end of the grantee's Period of Performance.

To return grant funds that remain in the organization's bank account after all expenses have been paid, grantees must complete and submit the "[Return of Funds to FEMA](#)" form with a refund check.

SYSTEM FOR AWARD MANAGEMENT (SAM) REGISTRATION REQUIREMENT

Remember that registration on SAM.gov is completely free of charge. There is no fee for you to register or to renew or update your organization's information on [SAM.gov](#). You may see the websites of private businesses or

contractors that will register your organization in SAM for you—for a fee. These websites often look like government websites at first glance. **BUT remember that no fee is charged to register in SAM.gov or to use its resources.**

- **ALL GRANT APPLICANTS:** Please ensure that your entity has an active registration in SAM.gov. Registration is required to award all new grants for FY 2012 and 2013. It may take several days for a newly submitted registration to become active.
- **POTENTIAL SAFER GRANT APPLICANTS?** If you are thinking about applying for FY 2013 funds, you should register your organization on SAM.gov as soon as possible. Although you may *submit* a 2013 SAFER grant application without having completed SAM.gov registration, you will not be *awarded* without an active SAM.gov account. **However, beginning with the 2013 AFG application period, all applicants will be required to be registered in SAM.gov BEFORE SUBMITTING their applications.** So to be safe, register in SAM.gov as soon as you can -- don't wait for the application period to open.
- **CURRENT GRANTEES:** Current grantees must have an active registration in SAM.gov to avoid delays in receiving approval of amendment and payment requests.
- **EVERYONE:** Make sure the banking information, employer ID number, and DUNS number you report in SAM.gov are accurate; the data you enter in SAM.gov and in your grant applications must match.

TO OBTAIN HELP WITH SAM.GOV:

1. **Visit the SAM.gov Website.** First, become familiar with SAM.gov. Browse through and read the Guides, Top FAQs, and other information that can be found online at the [SAM.gov website](#), the [SAM Helpful Hints page](#), and the [Federal Service Desk](#) at www.fsd.gov
2. **View the SAM Webinar.** Next, view the prerecorded [SAM Webinar](#) for users, which covers topics like
 - Creating a new SAM user account;
 - Migrating permissions from the legacy Central Contractors Registry (CCR) system into SAM; and
 - Updating and renewing an existing registration.
3. **Contact the AFG Grants Management Specialists (GMS).** Next, send questions you have by e-mail to the AFG Grants Management Specialist for your FEMA region. A list of the GMS for each FEMA Region is shown below and also can be [found on the AFG Website](#). Faxes for the GMS staff may be sent to 202-786-9905.

AFG CALENDAR

NOTE: All information, including dates and projected application periods are subject to change. When a conference is listed, the AFG Program either will be exhibiting and/or giving a presentation or workshop.

MAY

- FY 2012 AFG Award Announcements (**ongoing**)
- FY 2012 Fire Prevention and Safety Grant Award Announcements (**ongoing**)

JUNE

- FY 2013 SAFER Application Period (**tentative**)

JULY/AUGUST

- FY 2013 AFG Application Period Opens (**tentative**)
- *August 16-17, 2013.* Fire-Rescue International, McCormack Place, Chicago, Illinois. AFG staff will present an overview of the impact of the recent funding reauthorization by Congress as well as provide an open forum for participants to bring their questions directly to AFG leaders. Visit the AFG booth to meet with

AFG staff.

FALL/WINTER

- FY 2013 Fire Prevention and Safety Grant Application period opens (**tentative**)

AFG Home Page:

www.fema.gov/firegrants

AFG Help Desk:

E-mail: firegrants@fema.dhs.gov

Telephone Toll-Free: 1-866-274-0960



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