



FEMA

Grant Programs Directorate Information Bulletin
No. 382
March 8, 2012

MEMORANDUM FOR: All State Drivers' Licensing Authorities

FROM: Elizabeth M. Harman
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SUBJECT: Clarification of Reporting Requirements under the FY 2011
Driver's License Security Grant Program (DLSGP)

In Fiscal Year (FY) 2011, the DLSGP Guidance and Application Kit was divided into two documents. Reporting requirements for the grant programs were incorporated in Section II-Award Administration Information. In that document, DLSGP was inadvertently not included in the list of grant programs that require the Semi-Annual Assistance Progress Report (SAPR). The purpose of this Information Bulletin (IB) is to clarify that FY 2011 DLSGP grantees *are* required to submit the SAPR.

Awardees are responsible for providing updated obligation and expenditure information on a semi-annual basis. The SAPR must be based on the approved DLSGP Program Work Plan. The SAPR is due within 30 days after the end of the reporting period (July 30 for the reporting period of January 1 through June 30; and January 30 for the reporting period of July 1 through December 31).

The SAPR must be submitted through the Non-Disaster Grants System (ND Grants). The reporting requirements for DLSGP have been configured in the ND Grants and the system is now able to accept reports.

Should you have any questions, please contact your regional Program Analyst.