



FEMA

**Grant Programs Directorate Information Bulletin
No. 384
March 22, 2012**

MEMORANDUM FOR: All State Administrative Agency Heads
All State Agency Points of Contact
All Urban Areas Security Initiative Points of Contact
All State Homeland Security Directors
All State Emergency Management Agency Directors

FROM: Elizabeth M. Harman
Assistant Administrator, Grant Programs Directorate

SUBJECT: Grants Reporting Tool (GRT) Migration Biannual Strategy
Implementation Report (BSIR) Reporting Requirement Update

As previously set forth in IB 375, the purpose of this Information Bulletin is to provide an update to the migration of the Grant Programs Directorate (GPD) and Biannual Strategy Implementation Report (BSIR) and subsequent reporting requirements of the semi-annual program progress reports through the Grants Reporting Tool (GRT).

In coordination with FEMA's Office of the Chief Information Officer (OCIO), GPD continues its migration of the GRT from the current servers to the FEMA owned server environment. As part of this effort and to ensure that the migration is successful, GPD is prohibited from implementing any modifications to the system until the migration is complete. GPD realizes that the migration and modification to the collection tool will compress the current and next reporting periods into each other, and therefore diminish the quality and effective use of the data.

Given this undesirable compression of two reporting cycles, GPD is waiving all reporting requirements for the December BSIR for FY 2011. GPD will defer reporting until the migration and testing is completed and grantees are notified by GPD that the BSIR is open for data submission in the next cyclical reporting period which is June 2012.

Questions regarding this Information Bulletin may be directed to your assigned Program Analyst or the Centralized Scheduling and Information Desk at askcsid@fema.gov or 1-800-368-6498.