

From: FEMA (Federal Emergency Management Agency) [mailto:fema@service.govdelivery.com]
Sent: Friday, April 13, 2012 4:46 PM
To: Cargo, Sharon
Subject: Important Announcement for all FY2011 Fire Prevention and Safety Applicants



FY2011 FIRE PREVENTION AND SAFETY APPLICATION – IMPORTANT UPDATE

Dear FY2011 Fire Prevention and Safety Applicant:

It has come to our attention that when the FY2011 Fire Prevention and Safety Application was deployed into the E-Grants system, a question about Financial Need was not visible to applicants. As this question is one of the evaluation criteria that will be used by the Technical Evaluation Panel to rate your application, it is important that this question be made available to all applicants.

Therefore, on **Tuesday, April 17th**, the application in the E-Grants system will be updated to include this question. This will not affect any parts of the application that you have completed thus far. You may continue to work on your application at this time, however, we wanted to make you aware that this additional question will be included and will be required prior to your final submission. The question that will be added is as follows:

“Please describe your organization’s need for Federal financial assistance.”

This question will be added on the “Applicant Information” page of the application. Per the Program Guidance, your response to this question will assist the Technical Evaluation Panel in assessing the following evaluation criterion:

Financial Need (10%): Applicants should provide details on the need for financial assistance to carry out the proposed project(s). Included in the description might be other unsuccessful attempts to acquire financial assistance or specific examples of the applicant’s operational budget.

Please note, you do not need to do anything at this time to ensure the question will be added to your application, it will be added to all applications at the same time. We encourage you to wait until this question is added to the application (Tuesday, April 17th) so you may answer it prior to submitting

your application.

If you have already submitted your application, it will be released back to you in the E-Grant system on Tuesday, April 17th after the update occurs. Please make the appropriate updates and resubmit your application as soon as possible, but no later than April 27, 2012 at 5:00pm EDT.

At this time, the FY2011 Fire Prevention and Safety Application is scheduled to close at 5:00pm EDT on Friday, April 27, 2012. Should the application period be extended, you will be contacted in a separate email.

Further and more detailed communications will be made to contacts listed within all applications. Questions related to this update should be directed to our Help Desk at 1-866-274-0960 between the hours of 8:00am – 4:30pm EDT, Monday-Friday. You may also email your questions to firegrants@dhs.gov.

Thank you,

AFG Program Office