




**Grant Programs Directorate Information Bulletin**  
**No. 457A**  
**6/25/2021**

**MEMORANDUM FOR:** All Fiscal Year 2018 Staffing for Adequate Fire and  
Emergency Response Grant Program Recipients

**FROM:** Christopher P. Logan   
Assistant Administrator (Acting)  
Grant Programs Directorate

**SUBJECT:** **UPDATE: Modifications to the Fiscal Year 2018 Staffing  
for Adequate Fire and Emergency Response Grant  
Program Notice of Funding Opportunity and Awards**

**I. Purpose**

This Information Bulletin (IB) modifies the Fiscal Year (FY) 2018 Staffing for Adequate Fire and Emergency Response (SAFER) Program reporting, period of performance, and amendment requirements contained in the Notice of Funding Opportunity (NOFO). FEMA is providing a 6-month extension to the subset of FY 2018 SAFER Program awards with a period of performance expiring before December 31, 2021 to allow time to complete reporting and amendment functionality in the FEMA Grants Outcomes (FEMA GO) system.

FY 2018 SAFER Program recipients with a period of performance expiring before December 31, 2021 will not need to request an amendment to receive this 6-month extension to their period of performance. FEMA will automatically grant the period of performance extension for all relevant grant awards. All affected recipients will be notified with amended award documentation for their files.

Further, FEMA is delaying the timelines for submitting the required Federal Financial Report (SF-425) and Program Performance Reports. All FY 2018 SAFER Program recipients will be required to submit the SF-425 and performance reports when the FEMA GO system functionality has been successfully deployed. Recipients will be provided with a timeline for submission of these reports as soon as it is available.

**II. Applicability**

This IB applies in part to those FY 2018 SAFER Program recipients with periods of performance

that expire before December 31, 2021 (POP extension), and in part to all FY 2018 SAFER Program recipients (Reporting).

### **III. Guidance**

- A. The terms of the original FY 2018 SAFER Program NOFO released on February 7, 2019 required Recruitment and Retention recipients to submit an amendment requesting a period of performance extension for the project (pages 26 and 27), which can be found on the FEMA [website](#). As directed by this IB, these requirements are waived for this extension for FY 2018 SAFER Program Recruitment and Retention recipients with a period of performance expiring before December 31, 2021. The NOFO requirements for extensions to the Recruitment and Retention award recipients will apply for any additional extension requests for those recipients with a period of performance expiring after January 1, 2022.
  
- B. The terms of the original FY 2018 SAFER Program NOFO released on February 7, 2019 required recipients to submit a Federal Financial Report (SF-425) on a semi-annual basis and a Quarterly Performance Report every three months, beginning three months after the start of the grant's period of performance (pages 23 and 24), which can be found on the FEMA [website](#). As directed by this IB, these requirements are deferred for all FY 2018 SAFER Program recipients until the FEMA GO system functionality is available. Recipients will be provided additional guidance on submitting these reports, when available; however, recipients must document them in their grant files per the Code of Federal Regulations (C.F.R.), 2 C.F.R. § 200.334, Retention requirements for records.

### **IV. Questions**

Any questions regarding this IB may be directed to your SAFER Program Preparedness Officer (PO) or the SAFER Help Desk at [firegrants@fema.dhs.gov](mailto:firegrants@fema.dhs.gov) or (866) 274-0960, Monday through Friday, 9 a.m. – 4:30 p.m. ET.