

Greetings! We hope that this message finds each of you safe and well. The purpose of this communication is to provide you with additional information regarding your grant, and the ongoing response to the COVID-19 virus. The Public Safety Office (PSO) received additional guidance from DOJ's Office of Justice Programs (OJP) on Saturday March 21, 2020. As a result, PSO is passing the following temporary reliefs down to our grantees whose grant award(s) originate from DOJ/OJP. For consistency, state-funded grants through PSO will also be afforded similar reliefs.

Note: At this time, the Federal Emergency Management Agency (FEMA) has NOT released similar guidance. Our office has shared DOJ/OJP's guidance with FEMA and is awaiting a determination on whether or not similar administrative reliefs will be provided. Until further notice, the items referenced below do not apply to the following FEMA-funded sources: Homeland Security Grant Program (HSGP) and Non Profit Security Grant Program (NSGP).

- **Allowability of costs not normally chargeable to awards:** Grantees who incur costs related to the cancellation of events, travel, or other activities necessary and reasonable for the performance of the award (e.g., the costs of providing telework equipment to employees who are working on the award), or the pausing and restarting of grant-funded activities due to the public health emergency, may charge these costs to their award. Grantees may charge the full cost of cancellation when the event, travel, or other activities are conducted under the auspices of the grant. In cases where charging of cancellation or other costs results in insufficient funds to eventually carry out the event or travel, please contact your grant manager to discuss possible alternatives or changes to the scope of the project, if feasible.
- **Allowability of salaries and other project costs:** Grantees may continue to charge salaries and benefits to their awards consistent with the grantees' policy of paying salaries and benefits under unexpected or extraordinary circumstances from all funding sources (Federal and non-Federal). As outlined in 2 C.F.R. § 200.431 (a) and (b), benefits may include the costs of leave ("regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave & administrative leave, and other similar benefits"), as long as they are provided under written leave policies. **Grantees are encouraged to review and update (if necessary) their written leave policies to address "unexpected or extraordinary circumstances."** Note: Grantees are required to maintain copies of the leave policies and cost documentation (as required by 2 C.F.R. § 200.302, 2 C.F.R. § 200.333, and 2 C.F.R. § 431(b)(1)) to substantiate the charging of salaries and benefits during interruption of operations or services.
- **Required Financial Status Reports (FSRs) for quarter ending 3/31/20:** PSO is allowing delayed submission of up to 60 days for subgrantees unable to meet the original 4/22/20 deadline. FSR due dates for the remainder of the fiscal year are unchanged. Note: the eGrants system will continue to display the original 4/22/20 deadline, however PSO will not implement funding holds for overdue FSRs until after 6/22/20. Grantees who have the ability to report, or need to receive reimbursement are highly encouraged to report on your normal reporting schedule. Both federal and state payment systems are fully functional and as stated in our last communication, PSO staff remain ready to process your reimbursement requests.
- **Progress reporting on state-funded and federal grants originating from DOJ/OJP and OVW:** OJP has granted states a 60-day extension on performance reports that are due to OJP in March and

April of 2020. This includes progress reports collected through eGrants for the following fund sources: Justice Assistance Grants (JAG), Residential Substance Abuse and Treatment (RSAT), and Project Safe Neighborhoods (PSN). PSO has extended the state deadline for progress reports within these fund sources to 6/15/20. Grants under the Victims of Crime Act (VOCA) are NOT included in the federal extension at this time because the state's federal deadline to submit to OJP is 5/15/20. However, PSO will allow up to a 2-week extension for VOCA grantees. The Office on Violence Against Women (OVW) issued separate guidance extending the state's subrecipient reporting deadline from 3/31/20 to 5/29/20. PSO will continue to accept subrecipient progress reports from Violence Against Women Act (VAWA) grantees through 4/30/20 in an effort to meet the May 29<sup>th</sup> federal deadline. Finally, PSO is extending the deadline for all state-funded progress reports originally due in eGrants in March 2020 to 6/15/20. Please use the chart below as a reference for determining amended progress report deadlines by funding source:

Fund Source	Reporting Period	Original Due Date	Amended Due Date
JAG	January 1 - March 31	April 15	June 15
RSAT	January 1 - March 31	April 15	June 15
PSN	January 1 - March 31	April 15	June 15
VOCA	January 1 - March 31	April 15	April 30
VAWA	Calendar Year 2019	February 28	April 30
State-Funded Programs	September 1 - February 29	March 20	June 15

- SAM registration:** 60-day extensions to SAM.gov registrations with expiration dates between 3/19/2020 and 5/17/2020 will automatically be initiated in the federal SAM system by the federal government. This effort is expected to be completed by 3/28/2020. Please note that the federal SAM system does not communicate with the eGrants system, therefore you will need to take action to update your SAM expiration date in eGrants using the global SAM update feature located on the My Home tab in eGrants. PSO staff will be standing by to approve these request as they are submitted. If you need assistance with updating your SAM expiration date, please contact your Grant Manager or the eGrants Help Desk at (512) 463-1919.
- PSO Grant Applications:** For those who recently submitted a grant application to PSO, your applications are currently being reviewed by PSO staff. Your responsiveness to application inquiries will contribute to the timely award of funding, **however we are sensitive to and fully understand that other matters may take immediate priority.**

We will continue to monitor the current situation, provide updates as necessary, and if additional relief is granted by OJP or FEMA we will communicate this to you directly. Thank you again for all that you are doing!

Be safe,  
 Aimee Snoddy  
 Executive Director  
 Public Safety Office  
 Office of the Governor