



**GRANT MANAGEMENT MEMORANDUM  
GMM-2016-11**

**Date:** October 11, 2016

**To:** All California Governor's Office of Emergency Services (Cal OES) Homeland Security Grant Program Subrecipients

**From:** Cal OES Grants Management

**Subject:** Fiscal Year 2017 Homeland Security Grant Program – Application Timeline

The Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) for the Fiscal Year (FY) 2016 Homeland Security Grant Program (HSGP) set forth the requirement that for FY 2017, all HSGP projects proposed for funding must be included in the State Administrative Agency's grant application. The State's grant application is normally due 45 to 60 days after the release of the NOFO.

As noted at the Cal OES FY 2016 HSGP Application Workshops, and reiterated in the Summer 2016 BSIR and September 2016 EHP workshops and webinars, Cal OES must accelerate the FY 2017 application timeline in order to meet this federal application requirement.

While the final FY 2017 award amounts cannot be established until the official DHS NOFO is released, California subrecipients are to begin developing projects based on their FY 2016 allocations and the Cal OES FY 2017 Investment Justifications. Each subrecipient must include one or two scalable projects in their advance application that can later be adjusted to accommodate the final FY 2017 allocations, which will be determined upon release of the NOFO.

For advance planning purposes, the following is a provisional schedule of the FY 2017 HSGP application process:

<b>Estimated Dates</b>	<b>Activity</b>
Mid-November	Cal OES FY 2017 Investment Justifications, Preliminary Allocations and FMFW Released
<b>January 15, 2017</b>	<b>Subrecipient Advance Applications Due to Cal OES</b>
January 15 – February 15, 2017	Anticipated release of NOFO
February 20, 2017	Final Allocations Released
March 1, 2017	Subrecipient revisions to scalable projects due
April 1, 2017	Submission of SAA Application

The above schedule was developed based on a February 15, 2017, release of the FY 2017 NOFO with a 45-day application period. While an earlier release of the NOFO will affect some of the above dates, it is not anticipated that the advance application due date will change.

General questions regarding the FY2017 application process should be directed to your Cal OES Program Representative.