



FEMA

March 27, 2024

MEMORANDUM FOR: Regional Administrators
Regions I-X

ATTENTION: Regional Recovery Division Directors

FROM: William C. Hagmaier
Assistant Administrator
Recovery Directorate

SUBJECT: Public Assistance Extension of Closeout Submission Deadlines for
COVID-19 Public Assistance Projects

COVID-19 Public Assistance Projects Closeout Submission Deadlines and Guidance

Since 2020, the FEMA Public Assistance program has obligated \$76.5 billion to more than 18,000 applicants to help communities with the costs associated with COVID-19. Under the [COVID-19 Public Assistance Programmatic Deadlines interim policy Version 2](#), we have been able to close out 11,631 projects. However, there are more than 29,000 COVID projects still pending closeout, with a subset of those yet to be obligated. Over 75% of the open projects are obligated and 73% of those are small projects.

To address this substantial workload, FEMA is issuing a time extension to the May 6, 2024 closeout submission deadline for all projects. It is imperative that we continue to make progress toward closing these projects and so the new deadlines will be phased to help prioritize the work.

The new project deadlines are detailed in the table below:

<u>COVID-19 Closeout Submission Deadlines</u>	
Project Type	Deadline
Small Projects	09/03/24
Large Projects, obligated as of May 6, 2024	11/02/24
Large Projects, obligated after May 6, 2024	03/01/25

FEMA is committed to working closely with recipients through the closeout process, as it has done since the beginning of COVID-19. One way to continue supporting recipients is through the VAYGo Closeout Benefit (VCB). The VCB offers administrative relief to recipients in the amount of documentation required to be submitted to FEMA at project closeout. The benefit is available to recipients who successfully complete two VAYGo testing cycles with an error rate equal to or less than 1.5 percent. Regions were notified earlier this year that more than thirty

eligible recipients have already successfully completed VAYGo testing cycles and are currently eligible for the VCB. Please work with your recipients that qualify for the VCB to ensure they are aware of its availability and leverage it to support closeout.

The intent of this memo is to underscore the importance of moving these projects expeditiously to closeout and to avoid individual project timeline extensions. By adhering to federal regulations in closing out grants, FEMA ensures accountability and proper stewardship of taxpayer dollars, as well as continued support for future disasters. Closeout will only be successful through close coordination with and support to our partner recipients. Public Assistance will begin weekly closeout progress reports and will share trends with the Regions.

In mid-April 2024, additional guidance on the implementation of COVID closeout streamlining measures will be issued. This guidance will include details on how FEMA will identify and communicate projects targeted for closeout, timeframes to respond, provide an allowance for closeout of small projects on a project-by-project basis, maintaining the Net Small Projects Overruns process, as well as other streamlining measures specific to closing Large Projects.

Seventy-two percent of the obligated small projects are fully drawn down. This represents a significant workload that, working collectively, can be closed relatively easily. Creating milestones towards these deadlines, combined with streamlining measures being included in the forthcoming implementation guidance, will help drive progress towards closing projects timely.

If you have questions, please contact Robert Pesapane, Division Director, Public Assistance Division, at Robert.Pesapane@fema.dhs.gov.

cc: Anne Bink, Associate Administrator, Office of Response and Recovery
Keith Turi, Deputy Associate Administrator, Office of Response and Recovery
Paul Judson, Deputy Assistant Administrator, Recovery Directorate
Robert Pesapane, Division Director, Public Assistance, Recovery Directorate