

GRANT OFFICER NOTICE

TO: ALL STATE WIA- NEG BRAC PLANNING GRANT RECIPIENT AGENCIES

Subject: BRAC 2005 Grant Project Extensions and Budget Revisions

Extension of BRAC 2005 Grant: The grant period for the planning phase of all BRAC grant projects is being unilaterally extended to June 30, 2006 upon submittal and approval of the fully documented plan. Activities beyond that period will be determined in large measure by the business plans to implement BRAC 2005 actions which are currently under development by the Department of Defense (DOD). Once those business plans are finalized, approved, and made available, we should have detailed information to provide to you relative to BRAC 2005 implementation efforts as base(s) or installations(s) targeted under this planning grant. BRAC grants may be modified after June 30, 2006 or sooner, as necessary, to reflect the various implementation stages.

Those plans that have been submitted will be provided the unilateral extension as part of the Grant Modification to be issued by the Grant Officer. For those existing Grantees which have yet to submit an initial plan, it will be necessary for plans to be submitted to us no later than December 16, 2005.

Grant Budget Form: In submitting the plan, the State must include the following information pertaining to the budget:

For the interim Planning Phase, we ask that all grantees submit (unless already submitted) their current Planning Phase budget using the NEG Planning Form format (ETA 9103) or the SF-424 A form. The latter form should provide the budget figures on two columns, one each for the Administration and Program cost categories, if applicable. In all cases, please include a budget narrative to explain such costs as Other, Contractual, and Equipment and Indirect. In the case of the NEG Planning Form, provide detail notes on Administration (Program Management & Oversight) Other, Indirect. Once projects are approved for the Implementation Phase, the State will need to enter the standard NEG forms into the NEG e-System to document the budget, expenditure schedule and implementation plan, e.g. Planning Form and Synopsis.

Questions on this Notice should be addressed to Jim Aaron (202-693-2814) for programmatic issues and to E. Fred Tello (202) 693-3333, for budget related questions.