



FEMA

**Grant Programs Directorate Information Bulletin
No. 274, December 14, 2007**

TO: All State Administrative Agency Heads
All State Administrative Agency Points of Contact
All Homeland Security Advisors
All Urban Area Points of Contact

FROM: Dennis Schrader, Deputy Administrator
National Preparedness Directorate

Lisa Lewis, Acting Assistant Administrator
Grant Programs Directorate

SUBJECT: State Preparedness Report (SPR) Deadline Extension

Federal Emergency Management Agency (FEMA) is pleased to announce an extension of the State Preparedness Report deadline from January 4 to March 31, 2008. The additional time will ensure States and Territories are able to fully discuss preparedness progress and showcase the capabilities and accomplishments of a State's or Territory's all-hazards preparedness program.

Each State Administrative Agency (SAA) must submit a brief letter providing a status update on their State Preparedness Report by January 4, 2008. The letter should outline progress to date in completing the report and discussion of the agencies and departments involved with the development of the report. States can also discuss any challenges they anticipate in completing the final State Preparedness Report.

The status update should be posted by the SAA to the State's respective State Preparedness Report-Upload folder on the FEMA Secure Portal (<https://odp.esportals.com/login.cfm>) by January 4, 2008. For assistance in accessing your State-specific folder on the FEMA Secure Portal please contact Steve Farole at stephen.farole@associates.dhs.gov.

It is our intent to consolidate this preliminary status information to have available for Congressional inquiry.

Please contact the State Preparedness Report Support team at SPRsupport@dhs.gov with any questions or concerns as your State develops its State Preparedness Report.