Time Extensions
Project Deadlines

• Emergency work (Category A & B) projects must have all work completed within 6 months of the date of declaration.
  • SDOEM staff can grant applicants an additional 6 months with a time extension request.

• Permanent work (Category C through G) projects must have all work completed within 18 months of the date of declaration.
  • SDOEM staff can grant applicants an additional 30 months with a time extension request.
Time Extension Request

• Applicants should request a time extension prior to their project deadline.
• A request can be e-mailed or mailed to SDOEM staff, or submitted through Grants Portal, and must include the following:
  • The project number of the project you’re requesting a time extension for and the disaster number the project is part of.
  • The new deadline date you are requesting.
  • A schedule of work for the project with your projected completion date.
  • A detailed explanation of why the work will not be completed by the initial deadline.
Reasons for Time Extensions

• The following are examples of acceptable reasons for requesting a time extension:
  • Inclement weather
  • Contractor, equipment, or material availability
  • Permitting or compliance delays due to outside agencies
  • Other reasons beyond the applicant’s control

• Lack of funding is not considered an acceptable reason for granting a time extension.
  • The Public Assistance grant program is a reimbursement-based program, and as such, applicants are required to expend funds prior to being reimbursed by the program.
Time Extension Requests, cont.

• Once SDOEM approves your time extension, you will be provided with a letter granting your time extension request.

• A copy of this letter is also uploaded to your account in Grants Portal.

• Time extensions beyond the State’s scope of 6 months and 30 months will be passed on to FEMA for approval.
Have Questions?

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