3/10/2026

FY25 EMPG Reimbursement Checklist

Overview: On 3/10/2026 Montana DES provided an update on FY25 EMPG awards, delays, timelines, and next steps for counties and tribes preparing reimbursement requests.

Important Takeaways

- Period of Performance for FY25 EMPG is July 1, 2025 – June 30, 2026.
- Counties and tribes have flexibility in submitting claims and may choose which quarters to claim.
- Claim any combination of quarters (not required to claim all).
- Only quarters with claimed expenses require updated workplan entries.

Reimbursement Options

- Expenses from July 1, 2025 – June 30, 2026, are eligible for reimbursement.
- It is not a requirement to claim expenses from the start date of the grant.
- Quarterly Workplans are only required when claiming expenses that occurred in that quarter.
- Final Claims due: August 15, 2026.

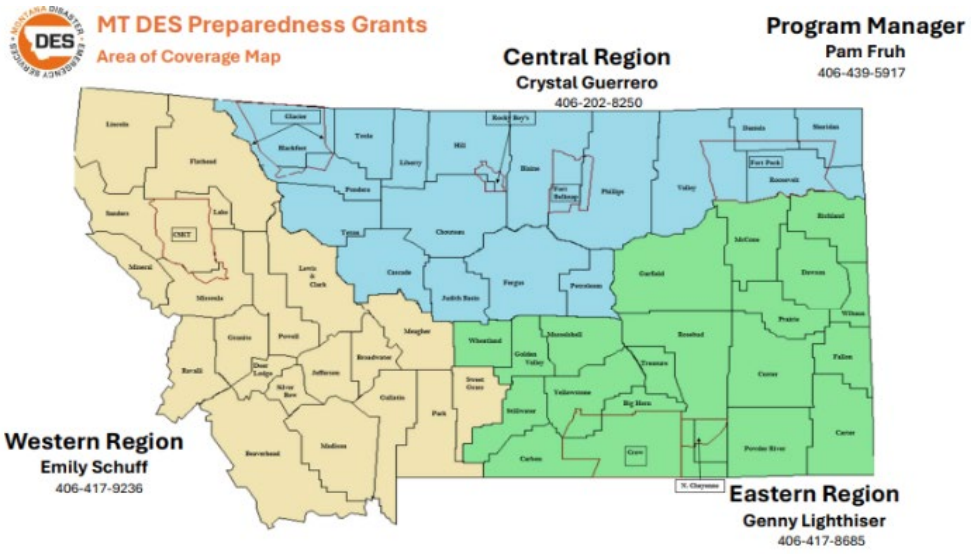
Action Checklist

- ❑ Work with your DFO to review and complete your workplan.
- ❑ Gather ledgers and supporting documents for expenses that will be claimed.
- ❑ Update Workplan activities quarters where a reimbursement will be requested.
- ❑ Signed Obligating Document returned to MT DES Grant Coordinator. *Reminder: this will require the signature of a Commissioner.

Upcoming Task Refresher Training

When AmpliFund/EUNA Grants is activated for FY25, a Task Refresher Virtual Meeting will be scheduled to review the steps for:

- Uploading workplans in EUNA
- Creating expenses and submitting payment requests
- Date of this meeting will be decided after the EMPG subawards are made



Contact your **MT DES Preparedness Grants Coordinator** with questions

Or visit the Resources section of our website: EMPG Resources

Note: There is no information yet on FY26 EMPG allocations