



**North Dakota Forest Service
2014
Cooperative Fire Protection Assistance Grants Program**



PROGRAM ADMINISTRATOR	North Dakota Forest Service (NDFS) in cooperation with USDA Forest Service (USFS).
FUNDS AVAILABLE	Grant funds will be available for the purposes of upgrading fire protection and prevention capabilities of Rural Fire Departments (RFDs). These funds may be used for equipment purchases or repairs, personal protective equipment, firefighter training, fire awareness and prevention efforts.
COST-SHARE REQUIREMENTS	<u>Volunteer Fire Assistance (VFA)</u> : Funding provided by the USFS. The applicant must match at least 50% of the total cost of the project from sources other than the federal government. This amount may be in the form of cash, services, or in-kind contribution.
MAINTENANCE REQUIREMENTS	The RFD gives the NDFS permission to examine all records related to purchases or projects receiving grant funds consistent with the Cooperative Fire Agreement to ensure compliance with the program.
APPLICATION REQUIREMENTS	<ul style="list-style-type: none"> a) <u>Only RFDs that service a population of 10,000 or less are eligible to submit a cost share application.</u> b) RFDs must be recognized by and have a valid Certificate of Existence on file with the State Fire Marshal and be NIMS compliant. c) RFDs must have a current Cooperative Fire Agreement with the North Dakota Forest Service. d) RFDs must submit two (2) copies of their application to NDFS. e) No handwritten applications will be accepted.
APPLICATION DEADLINE	<p>The deadline for applications.</p> <ul style="list-style-type: none"> • <u>50/50 VFA projects must be postmarked by September 1, 2014</u> • <u>Late applications will not be accepted</u>
NOTIFICATION DATE	RFDs will be notified by award letter soon the after final amount of grant funds is determined by Congress in the 2014 appropriations budget and made available by the federal agencies.
PROJECT COMPLETION	Projects must be completed and proof of payment and/or receipts for authorized purchases and repairs should be sent to the Bismarck Office of the North Dakota Forest Service by the deadline found in the award letter. No purchases made prior to the date of the award letter are reimbursable.
ADDITIONAL INFORMATION	Office Manager North Dakota Forest Service 916 E Interstate Ave, Ste 4, Bismarck ND 58503 701-328-9944 Office

COOPERATIVE FIRE PROTECTION ASSISTANCE GRANT PROGRAM

Project Categories

The following categories are eligible for cost share assistance under the Cooperative Fire Protection Assistance Grants Program. Examples of eligible types of purchases or projects are listed under each category. These categories were determined based upon input from Rural Fire Departments, the North Dakota Firefighter's Association, State Fire Marshal, USDA Forest Service.

Maximum awards have been established for each category: \$5,000.00 for a single piece of equipment, and \$10,000.00 for a project.

The following Project Categories (listed in order of priority) will be eligible for up to 50% cost share assistance, please use these categories when writing the description of your project for the grant application.

1) PERSONAL PROTECTIVE EQUIPMENT (PPE)	a) Structure turnout gear, helmets, boots, and air packs. b) Wildland PPE, pants, shirt, shelter, boots, helmets, and gloves. <ul style="list-style-type: none">• ALL requests for cost share assistance on Wildland PPE must include a FIRE SHELTER to be given the highest priority if your department does not currently have shelters. Full consideration will be given to orders without fire shelters with a justification (such as replacement of damaged PPE). The NDFS will provide your department, AT NO COST TO YOU, training and instructional materials on the proper use and deployment of fire shelters, upon your reimbursement and request.• Priority will be given to those requests for COMPLETE sets of Wildland gear (fire shelter, Nomex shirt and pants or coveralls, hard hat, and gloves).
2) WILDLAND EQUIPMENT & WATERHANDLING	a) Fire line tools, Pulaski's, shovels, flappers, etc. b) Pumps, hose, drop tanks, etc.
3) STRUCTURAL FIREFIGHTING EQUIPMENT	a) May include, but not limited to: pikes, venting saws, generators, exhaust fans, and any other equipment that is used primarily for structural firefighting.
4) TRAINING	a) Priority given to National Wildland Coordination Group (NWCG) and Incident Command System (ICS) classes. b) All other training courses will be considered based on all applications and your written justification.
5) COMMUNICATIONS	a) Radios, pagers (must be P-25 compliant)

FOR OFFICIAL USE ONLY	
Dept. Submitting Project:	
Dollar Amount Requested:	
Matching Share:	

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*****IMPORTANT NOTE: For guidance on filling in each box in this application, refer to pages 1 & 2. Answer all of the following questions clearly and concisely and include all required attachments. Failure to do so will result in loss of eligibility.**

ONLY typewritten, completed applications will be accepted. Handwritten and / or incomplete applications will be disqualified.

Department MUST have a signed Cooperative Fire Agreement with the North Dakota Forest Service prior to applying.***

Applicant Information						
1	Fire Department Name (as listed on Certificate of Existence from office of ND Fire Marshal):					
	Fire Department Address:					
	City, State, Zip Code					
	Fire Department ID # (as listed on Certificate of Existence from Office of ND Fire Marshal):					
	*Federal Tax ID\DUNS #:					
	Primary Contact Person / Title:					
	Cell #:		Other #:		Email:	
	Secondary Contact Person / Title:					
	Cell #:		Other #:		Email:	
	Fire Chief (if not contact person):					
			Email:			

*A DUNS number is a unique nine digit identification number that is assigned by Dun & Bradstreet for each physical location of your business. A DUNS number is assigned free to all businesses/entities required to register with the US Federal Government for contracts or grants. If you do not know your organization's DUNS number call 1-866-705-5711 or visit the Dun & Bradstreet web page at:

<http://fedgov.dnb.com/webform/displayHomePage.do>

NDSU is required to comply with the Federal Funding Accountability and Transparency Act of 2006 and associated 2008 amendments thereto (FFATA) which is Public Law 109-282. FFATA requires NDSU to report certain first-tier subcontracts greater than \$25,000 and executive compensation data. The law requires all reported information to be made publically available, including all information reported to NDSU by Recipient. Recipient will fully complete and return the enclosed **Federal Funding Accountability and Transparency Act (FFATA) Request Form** to NDSU Grants & Contracts Department 3130, PO Box 6050, Fargo, ND 58108-6050. Recipient must notify NDSU immediately if there is any change in Recipient's data as supplied in the FFATA Request Form. All entities receiving subawards greater than \$25,000 shall be registered in the Central Contractor Registration (CCR). <http://www.ccr.gov>

Department / District Information		
2	What is the population of the community / service area your department or district protects?	
	If your department does provide protection on federal lands, do you report fires to that agency?	<input type="checkbox"/> YES <input type="checkbox"/> NO
	Has your Department implemented the National Incident Command System?	<input type="checkbox"/> YES <input type="checkbox"/> NO
	Total number of wildfire responses in 2013:	
	Total number of all Fire Department responses in 2013: (wildfire, structure, EMS, all-risk)	
	Is your department reporting to the NDFS using the online North Dakota Rural Fire Department Wildland Fire Reporting System (<i>will become a requirement for funding in 2015</i>)	<input type="checkbox"/> YES <input type="checkbox"/> NO

Project Information	
3	Name of Project: _____

Total Project Expense					
	Budget Detail (Provide additional information in Block 4)	Grant Share (\$ Amount Requested)	Match		TOTAL
			Dollars	In-Kind	
4	Personal Protective Equipment (PPE)				
	Water Handling Equipment				
	Wildland Tools				
	Structure Tools				
	Training				
	Communication				
	TOTAL:				

Please describe the project by answering the following questions:	
	What is the project? (Describe how your project fits into each of the Project Categories and be specific on items.)
	Why is the project important to your department and the community?
	What is your timetable for completion? (Note that the reimbursement request must be postmarked no later than January 30, 2015)
	What is the estimated cost of the project? Use this space to provide an <i>itemized list</i> of items to be purchased with grant.
	What will be the match for this project? (Provide details on how your department will meet the match requirements. Remember this is a reimbursement grant, and funds will not be provided until the project is paid for.)
	What additional information would you like to share with the review committee to help them understand your project?

****NOTE: Project expenses for which departments will seek reimbursement must be incurred AFTER an award letter is issued to your department. Reimbursement requests must be submitted for payment along with all necessary documentation (original receipts, cancelled checks, credit card statements and/or check numbers).**

The applicant must provide at least 50% of the total cost of the project, and must provide receipts that the entire project is paid for before reimbursement will occur. This amount may be cash, services, and / or in-kind contribution.