



# North Dakota Forest Service

## 2019 Cooperative Fire Protection Assistance Grants

---

### Cooperative Fire Protection Assistance Grant Overview

Program Administrator	This grant is administered by the North Dakota Forest Service (NDFS) in cooperation with USDA Forest Service (USFS).
Funds Available	Grant funds will be available for the purposes of enhancing fire protection and prevention capabilities of ND Fire Departments (FD). These funds may be used for vehicle purchases, equipment, personal protective equipment, firefighter training, fire awareness, and prevention efforts.
Cost-Share Requirements	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 contributions.
Maintenance Requirements	The FD gives 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. Additionally, NDFS will conduct a biannual inventory on department awarded grant-funded vehicles.
Application Requirements	<p>a) FD <b><i>MUST</i></b> report all wildfires to NDFS utilizing Emergency Reporting System (ERS), the online fire reporting tool.</p> <p>b) Only FDs that service a population of 10,000 or less are eligible to submit an application.</p> <p>c) FDs must be recognized by and have a valid Certificate of Existence on file with the State Fire Marshal. They must also be National Incident Management System (NIMS) compliant.</p> <p>d) FDs must have a signed Cooperative Fire Agreement with NDFS. Contact Aaron at 701-328-9946 or <a href="mailto:Aaron.buchholz@ndsu.edu">Aaron.buchholz@ndsu.edu</a> to complete an agreement.</p> <p>e) FDs must attach cost estimate or quote sheets for equipment and vehicles to the application. If using an online website, send a copy of the items in the cart or basket. Do not send catalog pages or website pages.</p> <p>f) If applying for communication and wildland equipment, PPE, training and tools, one application can be used for all of these items. If applying for a vehicle a separate application is required. FD's may apply for both types of grants within the same year.</p> <p>g) No handwritten application will be accepted.</p> <p>h) Participants in the Fire Danger Sign Program must meet the Fire Danger Sign Program requirements.</p>
Application Deadline	Applications must be emailed or postmarked by 11/15/2019. <b>Late applications will not be accepted.</b>
Awards	<p>a) Applicants will be notified via an award letter sent to the address listed on the grant application.</p> <p>b) Applicants cannot purchase any items to be reimbursed before the arrival of an official NDFS award letter.</p> <p>c) Award letters will specify what items may be purchased with the awarded grant funds. Any deviation from what is included within the award letter will result in being ineligible for reimbursement.</p>



# North Dakota Forest Service

## 2019 Cooperative Fire Protection Assistance Grants

---

Please use the category information listed below when completing the grant application.

The following Cooperative Fire Protection Assistance Grant Categories listed in order of priority, will be eligible for the 2019 Cooperative Fire Protection Assistance Grant 50% cost-share program:

1. **Vehicles - may include the purchase of brush trucks, pumpers, tenders, etc.**
2. **Wildland PPE and Training**
3. **Communications and Wildland Equipment**
4. **Structural PPE**
5. **Structural Firefighting Tools**

**1. Vehicles - may include the purchase of brush trucks, pumpers, tenders, etc.**

As a 50/50 cost share grant, NDFS will award up to \$20,000 for the purchase of a vehicle. FDs may spend more than \$40,000 but the maximum award amount will not exceed \$20,000.

**2019 Vehicle Grant Information *applicable only to departments applying for vehicles* –**

FD's that have previously received a vehicle grant award through NDFS are not eligible for the 2019 vehicle grant award.

Inventory Requirements:

- The FD will be required to make the vehicle available on a biannual basis for a property inventory. This regulation is set by NDSU-NDFS with zero flexibility. If a FD fails to produce the piece of equipment in question for a property inventory, the department will be held liable for the federal portion of the award amount. **An identifying tag will always be displayed in the cab showing that this vehicle was purchased using federal funds.**

Titling and Registration:

- FD will be required to insure and register their respective awarded vehicle. The original title, which is to be in the FDs name, must be sent to the NDFS where it will be retained.

Disposal Requirements:

- Since the vehicle is partially funded by federal grant dollars, the FD will be required to contact NDFS when considering disposal or transfer of a grant-funded vehicle.

**2. Wildland PPE and Training - As a 50/50 cost share grant, NDFS will award up to \$10,000 for a non-vehicle grant award.**

A FD may spend more than \$20,000 but the maximum award amount cannot exceed \$10,000.

- Wildland pants, shirts, shelter, boots, helmets, and gloves, etc.
- Priority given to NWCG and ICS courses

**3. Communications and Wildland Equipment - As a 50/50 cost share grant, NDFS will award up to \$10,000 for a non-vehicle grant award. A department may spend more than \$20,000 but the maximum award amount cannot exceed \$10,000.**

- Radios, pagers (must be P-25 compliant)
- Fire Line tools, pulaskis, shovels, flappers, etc.
- Pumps, hose, drop tanks, etc.

**4. Structural PPE - As a 50/50 cost share grant, NDFS will award up to \$10,000 for a non-vehicle grant award. A FD may spend more than \$20,000 but the maximum award amount cannot exceed \$10,000.**

- Structural turnout gear, helmets, boots, air packs, etc.

**5. Structural Firefighting Tools - As a 50/50 cost share grant, NDFS will award up to \$10,000 for a non-vehicle grant award.**

A FD may spend more than \$20,000 but the maximum award amount cannot exceed \$10,000.

- Includes but not limited to pike poles, ventilation saws, generators, etc.

**IMPORTANT: For all categories other than vehicle, a single piece of equipment may not cost more than \$4,999.**  
**If a FD fails to comply, reimbursement will be denied.**



# North Dakota Forest Service

## 2019 Cooperative Fire Protection Assistance Grants

---

For additional information or questions contact:

Mary Fisk  
Office Manager  
701-328-9944  
[Mary.Fisk@ndsu.edu](mailto:Mary.Fisk@ndsu.edu)

Michael Odell  
Cooperative Fire Protection Manager  
701-328-9916  
[Michael.Odell@ndsu.edu](mailto:Michael.Odell@ndsu.edu)

Aaron Bucholz  
Cooperative Fire Protection Technician  
701-328-9946  
[Aaron.Bucholz@ndsu.edu](mailto:Aaron.Bucholz@ndsu.edu)

NDSU does not discriminate in its programs and activities on the basis of age, color, gender expression/identity, genetic information, marital status, national origin, participation in lawful off-campus activity, physical or mental disability, pregnancy, public assistance status, race, religion, sex, sexual orientation, spousal relationship to current employee, or veteran status, as applicable. Direct inquiries to Vice Provost, Title IX/ADA Coordinator, Old Main 201, 701-231-7708, [ndsu.eoaa@ndsu.edu](mailto:ndsu.eoaa@ndsu.edu).

"In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender."