Instructions for the Cooperative Fire Protection Assistance (CFPA) Grant Application

Step 1 - Saving Your Document:

Open the link to the CFPA Grant Application and then save the grant application to your computer and then open it from that saved location. This step needs to be completed before you start working on your application or there could be issues when submitting/saving your grant.

<u>Step 2 – Complete Your Grant Application:</u> Fill out all information on the grant application, every field is required.

<u>Step 3 – Save Your Completed Grant Application:</u>

Save the completed application to the computer. You can also save your document and return at a later date to complete.

<u>Step 4 – Print a Copy of the Application and Estimate Sheets from Vendors for Your Records</u>

<u>Step 5 – Submit your Application and Estimate Sheets from Vendors:</u> Email to: <u>mary.fisk@ndsu.edu</u> or mail to: North Dakota Forest Service CFPA Grant Applications 916 E Interstate Ave Ste. 4 Bismarck, ND 58503

Applications must be emailed, or postmarked, by Friday, November 16, 2018. Late applications will not be accepted.

Once you have emailed the grant application you will receive an email confirming the receipt of the application from Mary Fisk at the North Dakota Forest Service. If you do not receive an email confirmation, contact Mary at 701-328-9944.