



# North Dakota Forest Service

## 2022 Cooperative Fire Protection Assistance Grants - NON-VEHICLE Information

---

### 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>FD <b><i>MUST</i></b> report all wildfires to NDFS utilizing <b>Emergency Reporting System (ERS)</b>, the online fire reporting tool.</p> <p>Only FDs that service a population of 10,000 or less are eligible to submit an application.</p> <p>FDs must be recognized by and have a valid 2022 Certificate of Existence on file with the State Fire Marshal. They must also be National Incident Management System (NIMS) compliant.</p> <p>FDs must have a signed Cooperative Fire Agreement with NDFS. Contact Aaron at 701-328-9946 or <a href="mailto:Aaron.bucholz@ndsu.edu">Aaron.bucholz@ndsu.edu</a> to complete an agreement.</p> <p>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>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>No handwritten application will be accepted.</p> |
| Application Deadline     | Applications must be emailed or postmarked by 11/18/2022. <b>Late applications will not be accepted.</b>   |
| Awards                   | <p>Applicants will be notified via an award letter sent to the address listed on the grant application.</p> <p>Applicants <b>cannot order or purchase any items</b> to be reimbursed <b>before the arrival of an official NDFS award letter</b>. Estimate(s) or quote(s) are required to be included when submitting the grant application.</p> <p>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

## 2022 Cooperative Fire Protection Assistance Grants - NON-VEHICLE Information

---

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 Cooperative Fire Protection Assistance Grant 50% cost-share program:

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

1. **Vehicles** - Use the **VEHICLE application form if applying for a vehicle grant**

2. **Wildland PPE and Training; Skid Unit** - 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.
- Skid unit assemblies
- Priority is 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)
- FireLine tools, pulaskis, shovels, flappers, etc.
- Pumps, hose, drop tanks, etc.

4. **Structural PPE; 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.

- Structural turnout gear, helmets, boots, air packs, etc.
- Structural firefighting tools - 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.***

# NON-VEHICLE 2022 Cooperative Fire Protection Assistance (CFPA) Grant

## Fire Department Information

---

Fire Department (FD)

Fire Department ID#

Name FD Street Address

FD Mailing Address

City

State

Zip Code

Fire Chief

Phone #

Email

**The Unique Entity Identifier (UEI) is replacing the DUNS number.** How to get the UEI: Each entity is registered in SAM.gov today, including inactive registrations. Your Unique Entity ID (SAM) has already been assigned and is viewable in SAM.gov. The Unique Entity ID is currently located below the DUNS number on your entity registration record. Remember, you must sign in to your SAM.gov account to view entity records. To learn how to view your Unique Entity ID (SAM) go to [this help article](https://www.gsa.gov). To learn more about the UEI go to <https://www.gsa.gov>. Please identify your organization's 12-character (alpha-numeric) code:

### Contact person responsible for this grant:

Contact Person

Title

Phone Number

Email Address

Mailing Address

City

Zip Code

Secondary Contact Person

Secondary Phone Number

Secondary Email Address

## District Information

---

What is the population within your FD's immediate area of response (do not include mutual aid area)?


YES NO Does your department report fires to the NDFS and NFIRS using the online Emergency Reporting tool?

YES NO If your department protects federal lands, are fires reported to that agency?

YES NO Does your department have a valid 2022 Certificate of Existence on file with the State Fire Marshal?

What is the total number of wildland fire responses in 2022? *(This should match fire reports in EMS)*

What is the total number of non-wildland (structure, EMS, etc.) responses in 2022? *(This should match reports in EMS)*

|   |   |                                      |  |   |   |
|---|---|--------------------------------------|--|---|---|
|  | <b>This section to be completed by NDFS OFFICE ONLY</b> | Last CFPA grant was awarded in _____ | Cooperative Fire Agreement on file with NDFS? YES ___ NO ___ | Fall 2022 Cert. of Dept. Exist. at ND Fire Marshal Office? YES ___ NO ___ | FIRES REPORTED:<br>Wildland Stated ___ Wildland Reported ___<br>Other Stated ___ Other Reported ___ |
|   |   |                                      |  |   |   |

**NON-VEHICLE Application Request** If applying for a vehicle, use the VEHICLE application.

---

List the item(s) and cost of each item for which you are seeking grant funds. Submit the matching estimate or quote sheets from vendor(s) with this application. Applications that do not list the items and provide estimate or quote sheets do not meet the minimum requirements. Therefore, they will not be considered for review by the Grant Review Committee.

| Item | Qty | Cost PER Item | Total Per Line |
|------|-----|---------------|----------------|
|------|-----|---------------|----------------|

**Total of all Items**

Grant Funds Requested from NDFS - cannot exceed \$10,000 and FD must provide a minimum 50% match

Cash Match from Fire Department - department match can exceed \$10,000 but 50% minimum cash match by FD required

Department Total Project Cost

## **NON-VEHICLE Justification of Request**

---

Describe in detail what your department is requesting.

Why is the request important to your department and community?

Should you be approved, what is the timetable for completion? (*reimbursement MUST be postmarked no later than April 3, 2023*)

What will be the match for this project? Provide details on how your department will meet match requirements.

What additional information would you like to share with the review committee to help evaluate your request?

**For additional information or questions contact: Mary Fisk, Bismarck Office Manager (701) 328-9944  
Aaron Bucholz, Cooperative Fire Protection Technician (701) 328-9946**

**Completed application must be submitted or postmarked by Friday, November 18, 2022**

**Email completed grant application and cost estimate sheets from vendors to [Mary.Fisk@ndsu.edu](mailto:Mary.Fisk@ndsu.edu)**

**or mail to: CFPA Grant Applications  
North Dakota Forest Service  
916 E Interstate Ave Ste. 4  
Bismarck, ND 58503**

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.

"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, audiotope, 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."