

Entire Application
DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
Staffing for Adequate Fire and Emergency Response (SAFER)
(General Questions All Applicants)

OMB
Collection
Number: 1660-
0135
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PAPERWORK BURDEN DISCLOSURE NOTICE
FEMA Form 080-0-4

Public reporting burden for this data collection is estimated to average 9 hours per response for FEMA Form 080-0-4, Staffing for Adequate Fire and Emergency Response (SAFER) (General Questions All Applicants). The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472-3100, Paperwork Reduction Project (1660-0135) NOTE: Do not send your completed form to this address.

Applicant's Acknowledgements

- * I certify the DUNS number in this application is our only DUNS number and we have confirmed it is active in SAM.gov as the correct number.
- * As required per 2 CFR § 25, I certify that prior to submission of this application I have checked the DUNS number listed in this application against the SAM.gov website and it is valid and active at time of submission.
- * I certify that the applicant organization has consulted the appropriate Notice of Funding Opportunity and that all requested activities are programmatically allowable, technically feasible and can be completed within the award's Period of Performance (POP).
- * I certify that the applicant organization is aware that this application period is open from 02/15 to 03/22/2019 and will close at 5 PM EST; further that the applicant organization is aware that once an application is submitted, even if the application period is still open, a submitted application cannot be changed or released back to the applicant for modification.
- * I certify that the applicant organization is aware that it is solely the applicant organization's responsibility to ensure that all activities funded by this award(s) comply with Federal Environmental planning and Historic Preservation (EHP) regulations, laws, and Executive Orders as applicable. The EHP Screening Form designed to initiate and facilitate the EHP Review is available at: <https://www.fema.gov/media-library/assets/documents/90195>.
- * I certify that the applicant organization is aware that the applicant organization is ultimately responsible for the accuracy of all application information submitted. Regardless of the applicant's intent, the submission of information that is false or misleading may result in actions by FEMA that include, but are not limited to: the submitted application not being considered for award, an existing award being locked pending investigation, or referral to the Office of the Inspector General.
- * I certify that the applicant organization is aware that the grants awarded under this funding opportunity are provided a recruitment period, which begins when the application is approved for award. The recruitment period for grants awarded under the Hiring of Firefighters Activity is 180-days and the period of performance automatically starts after the recruitment period, regardless of whether the grantee has successfully hired the requested firefighters. The recruitment period for Recruitment & Retention of Volunteer Firefighters Activity is 90-days and the period of performance automatically starts after the recruitment period.

- * I certify that the applicant organization will, to the extent practicable, seek, recruit, and hire members of racial and ethnic minority groups and women to increase their ranks within their organization.
- * I certify that, if awarded under the Hiring of Firefighters Activity, the applicant organization, will assure a policy will be put into place, or is currently in place, ensuring that positions filled under this grant are not discriminated against, or prohibited from, engaging in volunteer firefighting activities in another jurisdiction during off-duty hours. (If applying under the Recruitment and Retention of Volunteer Firefighters Activity, this does not apply, however, in order to move forward in the application process, you must complete this question).

Signed by **Geoffrey D Maloon** on **2019-03-22 15:38:44.0**

Overview

* Are you a member, or are you currently involved in the management of the fire department or organization applying for this grant with this application?	
Yes, I am a member/officer of this applicant	

If you answered **No**, you must please complete the preparer information below. If you answered **Yes**, please skip the Preparer Information section.

Note: Fields marked with an asterisk (*) are required.

Preparer Information	
Preparer's Name	
Address 1	
Address 2	
City	
State	
Zip	Need help for ZIP+4?
Primary Phone	Ext. <input type="text"/> Select
Email	

In the space below please list the person your fire department or organization has selected to be the **Primary Point of Contact** for this grant. This should be an officer, member, or employee of the fire department or organization applying for the grant that will see the grant through completion, has the authority to make decisions on and to act upon this grant application.

The Primary Contact, as listed below, is the person for which all exchanges of information will be made relative to the application; all information provided must be specific to the contact listed. The Primary Contact must be an employee of the fire department or organization applying for the grant and shall not be a grant writer or a non-employee of the fire department or organization.

In addition to the Primary Contact information, you will be asked to provide two (2) Alternate Points of Contact on the next page. The Alternate Contacts must be familiar with the application and must be able to answer any questions relative to this application in the event that Primary Point of Contact is unavailable. When you are finished, click the Save and Continue button below.

Reminder: Please list only phone numbers and an email address where we can get in *direct contact* with the respective point of contact(s). If this contact changes at any time during the period of performance please update this information.

Note: Fields marked with an asterisk (*) are required.

Primary Point of Contact	
* Title	Battalion Chief
Prefix	Select
* First Name	Geoffrey
Middle Initial	D
* Last Name	Maloon
* Primary Phone	408-586-2818 Ext. <input type="text"/> Type work

* Secondary Phone	831-277-2198 Ext. Type cell
Optional Phone	Ext. Type Select
Fax	
* Email	gmaloon@ci.milpitas.ca.gov

Contact Information

Alternate Contact 1 Information	
* Title	Deputy Chief
Prefix	N/A
* First Name	Richard
Middle Initial	
* Last Name	Frawley
* Primary Phone	408-586-2824 Ext. Type work
* Secondary Phone	925-946-1229 Ext. Type cell
Optional Phone	Ext. Type Select
Fax	
* Email	rfrawley@ci.milpitas.ca.gov

Alternate Contact 2 Information	
* Title	Fire Chief
Prefix	N/A
* First Name	Brian
Middle Initial	
* Last Name	Sherrard
* Primary Phone	408-586-2811 Ext. Type work
* Secondary Phone	408-687-5086 Ext. Type cell
Optional Phone	Ext. Type Select
Fax	
* Email	bsherrard@ci.milpitas.ca.gov

Applicant Information

EMW-2018-FH-00502

Originally submitted on 03/22/2019 by Geoffrey Maloon (Userid: rbethke)

Contact Information:

Address: 777 South Main Street

City: Milpitas

State: California

Zip: 95035

Day Phone: 4085862820

Evening Phone: 8316888534

Cell Phone: 8312772198

Email: gmaloon@ci.milpitas.ca.gov

Application number is EMW-2018-FH-00502

Applicant Information	
* Organization Name	Milpitas Fire Department

* What kind of organization do you represent?	All Paid/Career
If you answered "Combination" above, what is the percentage of career members in your organization?	%
* Type of Jurisdiction Served	City
If "Other", please enter the type of jurisdiction served	
* In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located?	Santa Clara
<u>SAM.gov (System For Award Management)</u>	
* What is the legal name of your Entity as it appears in <u>SAM.gov</u> ? Note: This information must match your <u>SAM.gov</u> profile if your organization is using the DUNS number of your Jurisdiction.	City of Milpitas
* What is the legal business address of your Entity as it appears in <u>SAM.gov</u> ? Note: This information must match your <u>SAM.gov</u> profile if your organization is using the DUNS number of your Jurisdiction.	
* Mailing Address 1	455 East Calaveras Blvd
Mailing Address 2	
* City	Milpitas
* State	California
* Zip	95035 - 5411 Need help for ZIP+4?
* <u>Employer Identification Number</u> (e.g. 12-3456789) Note: This information must match your <u>SAM.gov</u> profile.	94-6019192
* Is your organization using the DUNS number of your Jurisdiction?	Yes
* I certify that my organization is authorized to use the DUNS number of my Jurisdiction provided in this application. (Required if you select Yes above)	<input checked="" type="checkbox"/>
* What is your 9 digit <u>DUNS number</u> ?	038142642 (call 1-866-705-5711 to get a DUNS number)
If you were issued a 4 digit number (DUNS plus 4) by your Jurisdiction in addition to your 9 digit number please enter it here. Note: This is only required if you are using your Jurisdiction's DUNS number and have a separate bank account from your Jurisdiction. Leave the field blank if you are using your Jurisdiction's bank account or have your own <u>DUNS number</u> and bank account separate from your Jurisdiction.	
* Is your <u>DUNS Number</u> registered in <u>SAM.gov</u> (System for Award Management previously CCR.gov)?	Yes
* I certify that my organization/entity is registered and active at <u>SAM.gov</u> and registration will be renewed annually in compliance with Federal regulations. I acknowledge that the information submitted in this application is accurate, current and consistent with my organization's/entity's <u>SAM.gov</u> record.	<input checked="" type="checkbox"/>
Headquarters or Main Station Physical Address	
* Physical Address 1	777 S. MAIN ST
Physical Address 2	
* City	Milpitas
* State	California
* Zip	95035 - 5322 Need help for ZIP+4?
Mailing Address	
* Mailing Address 1	455 E Calaveras Blvd
Mailing Address 2	
* City	Milpitas

* State	California
* Zip	95035 - 5322 Need help for ZIP+4?
Bank Account Information	
* The bank account being used is: (Please select one from right)	Maintained by my Jurisdiction
Note: The following banking information must match your SAM.gov profile.	
* Type of bank account	Checking
* Bank routing number - 9 digit number on the bottom left hand corner of your check	121000248
* Your account number	4050010628
Additional Information	
* For this fiscal year (Federal) is your jurisdiction receiving Federal funding from any other grant program that may duplicate the purpose and/or scope of this grant request?	No
* Is the applicant delinquent on any federal debt ?	No
If you answered "Yes" to any of the additional questions above, please provide an explanation in the space provided below (4000 characters) :	

Applicant Characteristics (Part I)

* Is this application being submitted on behalf of a Federal Fire Department or organization contracted by the Federal government which is solely responsible for the suppression of fires on Federal property?	No
* Please indicate the type of community your organization serves.	Suburban
* Please describe your organization and/or the community that you serve (2000 characters) .	<p>Located at the southern tip of the San Francisco Bay, the City of Milpitas is a progressive community that is an integral part of the high tech Silicon Valley. Milpitas is often called the Crossroads of Silicon Valley with most of its 13.63 square miles of land situated between two major freeways (I-880 and I-680), State Route 237, and a County expressway. A new light rail line opened for service in 2004 and an extension of BART including a major multi-modal station is scheduled to open later this year. An additional 350 acres are dedicated to regional and community retail centers supporting 3.5 million square feet of commercial shops. The Great Mall of the Bay Area is the largest enclosed mall in Northern California, with approximately 1.1 million square feet of leasable space for retail and entertainment operations. Several local shopping centers serve regional needs for Asian-oriented retail and services. Several top employers have made the City of Milpitas their corporate headquarters as well. Given the City's desirable location for the high-tech industry, the daytime population of Milpitas doubles to 130,000. Milpitas is rich in diversity. In 2000, Asians constituted 52% of the population with Filipino the largest Asian group at 15%. Caucasians were 24%; Hispanic 17% and African-American were 3%. Services provided by the Fire Department include fire suppression, ALS first response, technical/specialist level hazardous materials mitigation and USAR technical rescue provided by 64 (not all positions are filled) authorized safety and prevention personnel working from four stations strategically placed throughout the city. The area served by the Milpitas Fire Department presents our firefighters with a myriad of</p>

	rescue and suppression challenges including hazardous materials used in the high tech industry, a commuter and freight rail line, three major highways, a large wildland/urban interface area and high value light and medium industry.	
* What is the square mileage of your first-due response area? Primary/First Due Response Area is a geographical area proximate to a fire or rescue facility and normally served by the personnel and apparatus from that facility in the event of a fire or other emergency and does not include daily or seasonal population surges.	14	
* What percentage of your primary response area is protected by hydrants?	92 %	
* Does your organization protect critical infrastructure?	Yes	
If Yes, please describe the critical infrastructure protected (3000 characters) .		
The Silicon Valley is the technology hub of the United States and the City of Milpitas (in partnership with our mutual and auto aid partners) protects an incredible array of critical infrastructure that includes: - Moffett Field and NASA Ames Research Center - Stanford Linear Accelerator - Multiple large power generation facilities that provide power for over 2.5 million people - High tech research facilities - Military research and production facilities - Large sports venues including the 2016 Super Bowl 50 that is located four miles from the Milpitas border. - Multiple universities and hospitals - Biomedical research and production facilities - Multiple passenger and freight rail moving over 80 million tons of freight and thousands of passengers daily - Nuclear research facilities - Huge amounts of hazardous materials involved in the aforementioned industries - San Jose International Airport - Multiple regional and local airports - Amusement parks and other high profile civilian targets - Multiple large reservoirs providing potable water to over 2.5 million people		
(Percentages in three answers below must sum up to 100%)		
* How much of your primary response area is for agriculture, wildland, open space, or undeveloped properties?	18%	
* What percentage of your primary response area is for commercial and industrial purposes?	23 %	
* What percentage of your primary response area is used for residential purposes?	59 %	
* How many occupied structures (commercial, industrial, residential, or institutional) in your primary response area are more than three (3) stories tall? Do not include structures which are not regularly occupied such as silos, towers, steeples, etc.	57	
* What is the permanent resident population of your <u>Primary/First-Due Response Area or jurisdiction served?</u>	82000	
* Do you have a seasonal increase in population?	Yes	
If Yes what is your seasonal increase in population?	15000	
* How many stations are operated by your organization?	4	
* Please indicate if your department has a formal automatic/mutual aid agreement with another community or fire department and the type of agreement that exists.	Both automatic and mutual aid	
* What services does your organization provide?		
<div>Advanced Life Support</div> <div>Haz-Mat Technical Level</div> <div>Rescue Technical Level Structural Fire Suppression Wildland Fire Suppression</div>		
SAFER intends to improve local fire departments' staffing and deployment capabilities so they may more effectively respond to emergencies. With the enhanced staffing, a SAFER grant recipient's response time will be reduced sufficiently and an appropriate number of trained personnel will be assembled at the incident scene.		
The following questions are designed to help us understand the staffing changes that have occurred in your department over the past several years and how the grant will assist in improving your staffing levels. The information provided must be a true and accurate depiction of your department on the timelines listed below.		

Use the following definitions when completing the table below.

Total # of Operational Career Personnel — this number represents the total number of **full-time operational career personnel** employed by your department on the dates indicated. (Note: only operational personnel — including operational officers - should be included)

Operational Officers — of the operational career personnel indicated in the "Total # of Operational Career Personnel" question, how many of those serve in **operational officer-level (both command and company) positions**?

NFPA Compliance — of the "Total # of Operational Career Personnel" indicated, how many are assigned to **field or response apparatus positions that directly support the department's compliance** with NFPA 1710 (Section 5.2.4.1 — Single-Family Dwelling Initial Full Alarm Assignment Capability) or NFPA 1720 (Section 4.3 — Staffing and Deployment)? (Note: Officers should **only** be included in this number if they **directly support the department's compliance** with NFPA 1710 or NFPA 1720 compliance)

Note: The number of **career personnel** in any of these fields should include positions which are job-shared. Job-shared positions will be counted as one (1) regardless of how many personnel fill those positions.

For more information regarding these standards please see the Notice of Funding Opportunity or go to www.nfpa.org/freeaccess

<ul style="list-style-type: none"> What is the department's current (at the start of the application period) budgeted operational staffing level? (NOTE: include all budgeted positions, even if they are not currently filled) 	57		
	Total # of Operational Career Personnel	# Operational Officers	# NFPA Support
<ul style="list-style-type: none"> Staffing levels at the start of the application period 	60	18	60
<ul style="list-style-type: none"> Staffing levels at one year prior to the start of the application period 	54	18	54
<ul style="list-style-type: none"> Staffing levels at two years prior to the start of the application period 	51	18	51
<ul style="list-style-type: none"> If awarded this grant, what will the staffing levels be in your department? Note: These numbers should reflect the staffing levels at the start of the application period plus the number of positions being requested in the application. (Whole Numbers only) 	66	18	66
<ul style="list-style-type: none"> Please provide details on the department's existing staffing model to include the number of shifts, number of positions per shift, chief level officer staffing per shift (i.e., Battalion Chief, District Chief, etc.), and contracted work hours. (3000 characters) <p>The Department functions on a three shift schedule with each of the three shifts (platoons) working 48 hours on duty followed by 96 hours off duty. This totals a 56 hour workweek for operational personnel. Each platoon staffs apparatus as follows: Battalion Chief-1 Truck Company-2 Heavy Rescue-1 (runs as a tandem vehicle single company with the truck) Four engines with three personnel per engine-12 Minimum daily staffing per the MOU is set at 15 plus the battalion chief. Currently we have a total of 17 assigned to two platoons and 18 assigned to one platoon, leaving two relief personnel per shift before overtime is necessary. It is the intention of this grant to increase daily minimum staffing to 21 plus the battalion chief (total 22) under a constant staffing model (total of 66 operations positions). The deployment model is as follows: Battalion Chief-1 Truck-4 Rescue medic-2 Four engines with 3 firefighters per engine-12 Note: We will be able to staff all units plus add a fourth firefighter to our two busiest engine companies with SAFER funding.</p>			
<ul style="list-style-type: none"> Does your department utilize part-time paid firefighters? 	No		
If Yes, please provide details on how the part-time firefighters are used within your department to include the number of part-time firefighters, the number of full-time, NFPA compliant positions these part-time firefighters occupy, if applicable, and how they are scheduled to meet your staffing needs (3000 characters) .			
<ul style="list-style-type: none"> Does your department utilize reserve/relief paid firefighters? 	No		
If yes, please provide details on how the reserve/relief firefighters are used within your department to include the number of reserve/relief firefighters, the number of full-time, NFPA compliant positions these part-time firefighters occupy, if applicable, and how they are scheduled to meet your staffing needs (3000 characters) .			
	Yes		

* Do you currently report to the National Fire Incident Reporting System (NFIRS)?

Applicant Characteristics (Part II)

	2019	2018	2017
* What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years?	0	1	1
* What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years?	1	1	0
* What is the total number of line of duty member fatalities in your jurisdiction over the last three calendar years?	0	0	0
* What is the total number of line of duty <u>member injuries</u> in your jurisdiction over the last three calendar years?	3	8	7
* What is your department's operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) related to fire-related programs and emergency response for the current (at time of application) fiscal year?	Fiscal Year: 2018 Budget: \$ 21,510,345		
* What was your department's operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) related to fire-related programs and emergency response for the previous three fiscal years?	Fiscal Year: 2017 Budget: \$ 20,189,338 Fiscal Year: 2016 Budget: \$ 18,467,620 Fiscal Year: 2015 Budget: \$ 17,644,407		
Please indicate in the text box next to each of the budget figures what fiscal year that amount pertains to.			
* What percentage of your operating budget is dedicated to personnel costs (salary, benefits, overtime costs, etc.)?	87 %		
* Does your department have any rainy day reserves, emergency funds, or capital outlay?	No		
If yes, what is the total amount currently set aside?			
If yes, describe the planned purpose of these funds (1000 characters).	The City does maintain a capital outlay account that includes all city functions and is allocated based on need each year. There is no specific set aside for the fire department, but the City has allocated nearly 5 million dollars for fleet replacement over the last two years. Governmental Accounting Standards Board (GASB) mandates are also followed with regards to maintenance of a specific operating reserve and unfunded liability servicing.		
* What percentage of your annual operating budget is derived from: Enter numbers only, percentages must sum up to 100%			
<u>Taxes?</u>	88 %		
Bond Issues?	0 %		
<u>EMS Billing?</u>	0 %		
Grants?	0 %		
Donations?	0 %		
Fund drives?	0 %		
<u>Fee for Service?</u>	12 %		
Other?	0 %		
If you entered a value other than 0 into the "Other" field, please explain (1000 characters) :			

* How many **frontline** vehicles does your organization have in each of the types or classes of vehicle listed below that respond to **first alarm assignments in support of NFPA 1710/1720**? You **must** include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession. Enter numbers only and enter 0 if you do not have any of the vehicles below.

Type or Class of Vehicle	Number of Frontline Vehicles	Total Number of Available Riding Positions	Total Number of Filled Riding Positions
Engines or Pumpers (pumping capacity of 750 gpm or greater and water capacity of 300 gallons or more): Pumper, Pumper/Tanker, Rescue/Pumper, Foam Pumper, CAFS Pumper, Type I or Type II Engine Urban Interface	4	16	12
Ambulances for transport and/or emergency response	1	2	2
Tankers or Tenders (pumping capacity of less than 750 gallons per minute (gpm) and water capacity of 1,000 gallons or more)	0	0	0
Aerial Apparatus: Aerial Ladder Truck, Telescoping, Articulating, Ladder Towers, Platform, Tiller Ladder Truck, Quint	1	4	4
Brush/Quick attack (pumping capacity of less than 750 gpm and water carrying capacity of at least 300 gallons): Brush Truck, Patrol Unit (Pickup w/ Skid Unit), Quick Attack Unit, Mini-Pumper, Type III Engine, Type IV Engine, Type V Engine, Type VI Engine, Type VII Engine	3	10	0
Rescue Vehicles: Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle, Hazardous Materials Unit	2	8	1
Additional Vehicles: EMS Chase Vehicle, Air/Light Unit, Rehab Units, Bomb Unit, Technical Support (Command, Operational Support/Supply), Hose Tender, Salvage Truck, ARFF (Aircraft Rescue Firefighting), Command/Mobile Communications Vehicle	4	4	4

Please use this comments section if you wish to provide any additional information with regards to the **Type or Class of Vehicle** section above (2000 characters).

This grant will allow for staffing of the new medic unit and add firefighters to our busiest engine companies.

Department Call Volume

	2018	2017	2016
* Summary of responses per year by category (Enter whole number only. If you have no calls for any of the categories, Enter 0)			
Fire - NFIRS Series 100	143	138	148
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	4	3	3
Rescue & Emergency Medical Service Incident - NFIRS Series 300	3728	3843	3733
Hazardous Condition (No Fire) - NFIRS Series 400	111	95	103
Service Call - NFIRS Series 500	328	309	304
Good Intent Call - NFIRS Series 600	372	429	380
False Alarm & False Call - NFIRS Series 700	543	517	590
Severe Weather & Natural Disaster - NFIRS Series 800	3	3	0
Special Incident Type - NFIRS Series 900	18	21	10
Total	5250	5358	5271

FIRES

* How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)

Of the NFIRS Series 100 calls, how many are "Structure Fire" (NFIRS Codes 111-120)	39	25	31
Of the NFIRS Series 100 calls, how many are "Vehicle Fire" (NFIRS Codes 130-138)	29	13	21
Of the NFIRS Series 100 calls, how many are "Vegetation Fire" (NFIRS Codes 140-143)	29	38	52
Total	97	76	104
What is the total acreage of all vegetation fires?	333	88	9

RESCUE AND EMERGENCY MEDICAL SERVICE INCIDENTS

* How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)

Of the NFIRS Series 300 calls, how many are "Motor Vehicle Accidents" (NFIRS Codes 322-324)	330	245	246
Of the NFIRS Series 300 calls, how many are "Extractions from Vehicles" (NFIRS Code 352)	2	4	2
Of the NFIRS Series 300 calls, how many are "Rescues" (NFIRS Codes 300, 351, 353-381)	15	14	14
How many EMS-BLS Response Calls	0	0	0
How many EMS-ALS Response Calls	3328	3466	3324
How many EMS-BLS Scheduled Transports	0	0	0
How many EMS-ALS Scheduled Transports	0	0	0
How many Community Paramedic Response Calls	0	0	0
Total	3675	3729	3586

MUTUAL AND AUTOMATIC AID

* How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)

How many times did your organization receive Mutual Aid?	9	6	8
How many times did your organization receive Automatic Aid?	4	7	9
How many times did your organization provide Mutual Aid?	66	57	43
How many times did your organization provide Automatic Aid?	71	68	42
Of the Mutual and Automatic Aid responses, how many were structure fires?	39	3	2

Request Details

The activity for your organization is listed in the table below.

Activity	Number of Entries	Total Cost
<u>Hiring of Firefighters</u>	1	3,788,568

FEMA Form 080-0-4

Hiring of Firefighters

* 1. Select which line-item below best describes your organization and the NFPA standard you are attempting to meet.

NFPA Requirements

Check One	NFPA Standard (see the Notice of Funding Opportunity for more detail)	Department Characteristics	Demographic	Assembly Staffing	Response Time	Frequency of Time

	regarding these standards)					
X	1710	Career	With Aerial	15	8 min	90%
	1710	Career	Without Aerial	14	8 min	90%
	1720 - Urban	Urban Combo/Vol	> 1,000 pop/square mile	15	9 min	90%
	1720 - Suburban	Suburban Combo/Vol	500 - 1,000 pop/square mile	10	10 min	80%
	1720 - Rural	Rural Combo/Vol	< 500 pop/square mile	6	14 min	80%
	1720 - Remote	Remote Combo/Vol	Travel > 8 mi	4	n/a	90%

* 2. Based on the **current staffing** levels, how often does your department meet the NFPA assembly requirements as indicated in the table above for the department's primary/first due response area?

Half of the Time (40 to 59%)

[Help](#)

NOTE: If your department utilizes overtime to fill positions to ensure you are meeting applicable NFPA staffing and deployment standards, you should remove the number of positions filled by overtime from your calculations.

* 2a. If awarded the number of positions requested in this application, how often do you anticipate that your department will meet the NFPA assembly requirements as indicated in the table above?

Always (100%)

[Help](#)

* 3. Based on the **current staffing** levels, what is the average actual staffing level on your first arriving engine company or vehicle capable of initiating suppression activities on the number of structure fires indicated in the "Department Call Volume" section of your application? (Up to one decimal i.e., 2.5)

3

NOTE: If your department utilizes overtime to fill positions to ensure you are meeting applicable NFPA staffing and deployment standards, you should remove the number of positions filled by overtime from your calculations.

* 3a. If awarded the number of positions requested in this application, what will be the average actual staffing level on your first arriving engine company or vehicle capable of initiating suppression activities on the number of structure fires indicated in the "Department Call Volume" section of your application? (Up to one decimal i.e., 2.5)

4

* 4. Describe the department's step-by-step hiring process (application period, written test, physical, approval). The timeline for each step must be included and you must discuss how long, after award, you will be able to start a recruit class. If you are requesting more positions than can be trained in one recruit class, please discuss when you will be able to hold the second class. (2000 characters).

The Department hires from lists that are established with an open and competitive testing and evaluation process. The testing process includes a job announcement that is distributed through a variety of print and on line media including outreach to specific communities such as gender, ethnic and veteran communities. There is an application period and all qualified candidates are then invited to complete the written test portion of the process. Candidates that pass the written are invited to an oral board interview panel and the highest scoring candidates are then invited to an interview with the Fire Chief at which time a decision is made regarding an offer of employment.

If an employment offer is extended the candidate is required to then pass a rigorous background investigation as well as an NFPA 1582 compliant physical. Upon completion all candidates enter into a probationary period during which they are trained to the NFPA FFII level. If a candidate completes all aspects of probation they will then be recommended for permanent appointment.

	<p>The actual testing and hiring phase is generally a ninety to one hundred twenty (90-120) day process.</p> <p>Position posted-30 days Written test-10 days Physical agility-Must complete to apply Interviews-30 days Offers and background investigations-30 days Job offers and acceptance-10 days</p>
* 5. How many recruits can be trained in one academy class?	10
* 6. Does the department need governing body approval to accept the award and hire the positions?	Yes
6a. If yes, provide details on the timeline needed for acceptance. (1000 characters)	The City council adopted a resolution approving this application. If awarded it can now be accepted at the direction of the City Manager.
* 7. Is your request for hiring firefighters based on a risk analysis, staffing needs analysis, or an Insurance Services Office (ISO) rating?	Yes
7a. If Yes, describe how the analysis was conducted and the outcome of the analysis or ISO rating. (1000 characters)	<p>An internally prepared document provides a thorough examination of the entire department including budget and staffing analysis. The staffing section of this document includes a formal GIS staffing analysis and response times modeling as it pertains to personnel assemblage in compliance with NFPA 1720 and 1500. A GIS standards of coverage document was prepared for the department utilizing the IAFF GIS service.</p> <p>The City has also contracted with a firm for a formal standards of cover assessment and gap analysis. This process is still underway, but is 90% complete and preliminary data support this application.</p> <p>The determination was made that staffing was inadequate and the department deployment model was inefficient.</p>
* 8. If awarded a grant, will you provide the new hires with entry-level physicals in accordance with NFPA 1582: Standard on Comprehensive Occupational Medical Program for Fire Departments 2013 Edition, Chapter 6?	Yes, NFPA 1582 compliant
* 9. Do you currently provide annual medical/physical exams in accordance with NFPA 1582: Standard on Comprehensive Occupational Medical Program for Fire Departments 2013 Edition, Chapter 6?	Yes, NFPA 1582 compliant
* 10. Will the personnel hired meet the minimum EMS training and certification as required by your Authority Having Jurisdiction (AHJ)?	Yes
* 11. Does your department currently have a policy in place to recruit and hire veterans?	Yes
11a. If yes, please provide a brief description of the policy in place (1000 characters).	Our hiring policy includes wording to specifically address the VOW To Hire Heroes Act of 2011 strategies.
* 12. Is it your department's intent to sustain the positions filled under this grant after the completion of the period of performance?	Yes
12a. If yes, please provide a brief description on how the positions will be sustained. (1000 characters)	With recent development in the City favoring residential units the City instituted a "rooftop" tax on all new residential units in the City. This funding is specifically earmarked to pay for City provided services for new residents including police and fire department personnel, water and sewer infrastructure and road maintenance. It is estimated that the revenue generated from the new development in the City will allow for sustainability of the additional positions.

Budget Item

<p>* How many full-time firefighter positions, including positions that will be job-shared, are you requesting?</p> <p>"Full-time" is considered 2,080 hours or more worked per year and entitles the employee to receive benefits earned by the other full-time employees in the organization. "Job-share" is the term used to describe the hiring of more than one person to fill one full-time position. Part-time positions are less than 2,080 hours per year. Often part-time employees do not earn benefits or do not earn them at the same rate or level as full-time employees</p>	6				
<p>If you are requesting to fund a full-time position(s) that will be "job-shared" by more than one individual you must indicate how many individuals will fill the position(s), how they will be used and scheduled to fill the position(s), and provide an explanation as to why the position will be shared. (1000 characters)</p>					
<p>* What are the current usual annual costs of a first-year firefighter in your department?</p> <p>"Usual annual costs" includes the base salary (exclusive of non-FLSA overtime) and the standard benefits package (including the average health cost, dental, vision, FICA, life insurance, retirement/pension, etc.) offered by the fire departments to first-year (i.e. entry-level) firefighters.</p>	<table border="1"> <tr> <td>Annual Salary:</td> <td>\$ 113,271</td> </tr> <tr> <td>Annual Benefits:</td> <td>\$ 97,205</td> </tr> </table>	Annual Salary:	\$ 113,271	Annual Benefits:	\$ 97,205
Annual Salary:	\$ 113,271				
Annual Benefits:	\$ 97,205				
<p>* What costs are included in the standard benefits package your department provides to first-year firefighters? You must provide details on the dollar amounts or percentages for each benefit being provided (health costs (family, employee only, employee plus one), dental, vision, FICA, life insurance, retirement/pension, etc.). (2000 characters)</p> <p>NOTE: Failure to provide this information may results in reductions to the requested amounts.</p>	<p>The City Benefit Package is as follows: Family Medical coverage up to \$2,032 per month PERS retirement at 48% of base salary per month Dental coverage at \$232 per month Vision insurance at \$17.50 per month Disability Insurance at \$24.50 per month Deferred Compensation match-Varies In addition there are variables that include education incentives, leave use and cash out, education allowance (reimbursement of tuition costs), and optional life insurance plans. Of the last five new hires in the department, all were lateral firefighters under the traditional PERS structure and four were classified under the family insurance plan. Three were paramedics and we will be hiring paramedics under this SAFER grant (additional 12% salary) due to staffing needs. The cost assumptions are based on classic PERS rates and family medical.</p>				

FEMA Form 080-0-4a

Budget**Hiring of Firefighters:**

There is a three-year period of performance for grants awarded under the Hiring of Firefighters Activity. The amount of Federal funding provided to a recipient for hiring a firefighter in any fiscal year may not exceed -

- **Year One:** 75 percent of the usual annual costs of a first-year firefighter as provided in the Request Details section;
- **Year Two:** 75 percent of the usual annual cost of a first-year firefighter as provided in the Request Details section;

- **Year Three: 35 percent of the usual annual cost of a first-year firefighter as provided in the Request Details section.**

Review and confirm the budget information below. If you need to change any of the budget amounts on the matrix, you will need to update the information on the previous Request Details screen.

When you are finished, press the *Save and Continue* button below.

Budget Matrix				
	First 12-Month Period	Second 12-Month Period	Third 12-Month Period	Total
Personnel	679,626	679,626	679,626	2,038,878
Benefits	583,230	583,230	583,230	1,749,690
Total:	1,262,856	1,262,856	1,262,856	3,788,568
Total Applicant Share	315,714	315,714	820,856	1,452,284
Total Federal Share	947,142	947,142	442,000	2,336,284

FEMA Form 080-0-4a

Narrative Statement for Hiring of FireFighters

* Element #1 - Project Description (30%):

* 1a. Why does the department need the positions requested in this application? (2500 characters)

The City of Milpitas is changing and growing at a rapid pace. With the recovery of the economy in the San Francisco Bay Area the region has experienced an influx of new workers from throughout the world. This has resulted in the highest average housing prices in the world and an extreme shortfall of not only affordable housing, but housing in general. The result has been a significant increase in the demand for high density housing. The City of Milpitas has embraced the concept of high density housing. Recent development as well as recently approved projects include the addition of thousands of multi family dwelling units, most configured in a form of "Texas wrap" where the parking garage is located in the center of the structure with the living units arrayed to the outside of the parking area. Most of the structures include recreation areas on the roof and consist of 120 to 600 single family units in buildings ranging from 4-12 stories. The direct result has been two fold as it pertains to the provision of emergency services: firefighting challenges and population increases. The City has chosen to address these challenges with the addition of an ALS transport rescue-ambulance to reduce response times for ALS care and to transition from an aerial platform to a tiller with greater reach and significantly improved maneuverability for increased access in the ever growing high density housing units. It is important to note that the rescue ambulance is a fire and rescue response unit staffed by firefighters that will operate in a primary fire suppression role. The provision of ambulance transport is governed by Santa Clara County and is strictly administered in a partnership with a private company. The rescue ambulance is anticipated to transport 300-1500 patients per year, but will respond on the most critical patients as determined by 911 triage. This grant will allow for full-time staffing of the medic ambulance with one paramedic and one EMT as well as allow for staffing of four on the two busiest engine companies in the City (as leave allows).

* 1b. How will the positions requested in this application be used within the department (e.g., 4th on engine, open a new station, eliminate browned out stations, reduce overtime)? (2500 characters)

The newly hired firefighters will be used to supplement daily staffing across all three shifts and will be assigned to the rescue ambulance. Truck company staffing (with the SAFER firefighters) will include the following positions: Captain, Engineer, Engineer (tiller driver), and Firefighter. Engine company staffing will increase on two of our four companies to four firefighters. In addition the City plans to hire all paramedics which will allow us to increase the number of ALS companies from the current four to six (with the ladder company and the ambulance) dependent on daily staffing levels and actual number of paramedics on duty. With our command staff officer we will arrive on scene within 6 minutes of dispatch with at least 16 operational personnel to safely establish Incident Command, IRIC, establish water supply, and initiate fire suppression and SAR while awaiting additional resources and manpower to arrive during the next 5 minutes. Two firefighters will be assigned to each shift.

* 1c. What specific benefits will the requested positions provide to the department and community? (2500 characters)

The following specific benefits will be realized with the addition of the SAFER firefighters: -Improved NFPA 1710 assembly with 100% compliance. This represents a 100% improvement over 1710 compliance in 2017. A first alarm assignment under the current dispatch and staffing matrix only allows for 13 total firefighters (1 BC, 3 on the truck and rescue and 3 on each of the three responding engines). The new matrix will include two additional firefighters on the rescue ambulance unit and 1 additional firefighter on the truck company as well as a fourth firefighter on two of our engine companies. - Improved response times -Improved training opportunities -Ability to split truck crew to complete search and rescue and ventilation simultaneously -Improved completion of essential fireground tasks. This improves safety for both firefighters and residents. Additional personnel will not only contribute to the response and suppression activities, but also the other ancillary duties and daily workload of all in service companies. The addition of a rescue ambulance will be tremendously helpful in both fire suppression as well as rescue capabilities, especially during multiple simultaneous service calls in the City. Multiple simultaneous calls for service that can lead to significant response delays will be easier to cover with lower response times. Better trained and less fatigued firefighters will be better able to effectively service the citizens of Milpitas. Staffing of a new medic ambulance will allow: 1 Incident Commander 1 Safety officer 2 hand lines operated by 4 FFs 3 engineers for water supply 4 person ventilation crew 3 person RIC We will maintain at least 100% compliance, with NFPA 1710 on all structure fires or large scale incidents.

*** 1d. Describe how funds awarded through this grant would enhance the department's ability to protect critical infrastructure within the primary response area. (2500 characters)**

The Silicon Valley is the technology hub of the United States and the City of Milpitas (in partnership with our mutual and auto aid partners) protects an incredible array of critical infrastructure that includes: - Moffett Field and NASA Ames Research Center - Stanford Linear Accelerator - Multiple large power generation facilities that provide power for over 2.5 million people - High tech research facilities - Military research and production facilities - Large sports venues including last year's Super Bowl 50 that is located four miles from the Milpitas border. - Multiple universities and hospitals - Biomedical research and production facilities - Multiple passenger and freight rail moving over 80 million tons of freight and thousands of passengers daily - Nuclear research facilities - Huge amounts of hazardous materials involved in the aforementioned industries - San Jose International Airport - Multiple regional and local airports - Amusement parks and other high profile civilian targets - Multiple large reservoirs providing potable water to over 2.5 million people - The list of critical infrastructure literally goes on and on and is too much to list here. Additional personnel per shift including increased response As stated in the extensive description of the critical infrastructure the Milpitas Fire Department is tasked with protecting a significant number of high profile critical infrastructure. The versatility of a four person truck company combined with the addition of an ALS ambulance and the additional personnel on each shift will improve response times to the critical infrastructure as well as allowing additional personnel on scene to assist with mitigating emergencies. In addition to the aforementioned benefits, the additional personnel will also free time for companies to participate in area familiarization, pre-planning and training allowing for enhanced critical infrastructure protection.

*** Element #2 - Impact on Daily Operations (30%):**

*** 2a. Explain how the community and the current firefighters employed by the department are at risk without the positions requested in this application? (2500 characters)**

Growth has led to an increase in demand for service that has averaged 4% per year. Concurrently, there has been an increase in multiple simultaneous calls. Most fire departments with comparable populations, geography and infrastructure staff more stations with minimum daily staffing levels of at least 24 firefighters. In-service companies currently run an average of 10-20 emergency responses each work period. Staff level reductions will increase the workload on suppression personnel while demands for service continue to increase. This additional stress is likely to result in a continued high level of on the job injuries as well as difficulty maintaining compliance with NFPA standards. Without sufficient manpower for staffing all stations the critical functions of our department are negatively affected in the following manner: -We arrive on the scene with insufficient manpower to immediately and safely begin SAR and aggressive sustained fire suppression activities -We cannot quickly establish a sustained and adequate water supply to support safe interior suppression efforts or SAR within an IDLH environment. -We cannot set up proper IRIC or RIC efforts -No ventilation crew is available -No safety officer is available -Without minimum staffing, if a citizen or FF goes down from heart attack, we lose a FF to CPR efforts riding the ambulance. That takes another FF off the fire ground and usually results with an engine being out of service for lack of personnel until the FF returns from the ambulance run. -We cannot conduct in-service training because we do not have enough FFs to leave skeleton crews to initiate immediate response with apparatus.

*** 2b. How will that risk be reduced if awarded? (1500 characters)**

Additional personnel will not only contribute to the response and suppression activities, but also the other ancillary duties and daily workload of all in service companies. The addition of a fast attack ALS medic unit will be

tremendously helpful in EMS, fire suppression as well as rescue capabilities, especially during multiple simultaneous service calls in the City. Multiple simultaneous calls for service that can lead to significant response delays will be easier to cover with lower response times. Better trained and less fatigued firefighters will be better able to effectively service the citizens of Milpitas. 1 Incident Commander 1 Safety officer 2 hand lines operated by 4 FFs 3 engineers for water supply 4 person ventilation crew 3 person RIC We will maintain at least 100% compliance, with NFPA 1710 on all structure fires or large scale incidents.

Element #3 - Financial Need (30%):

*** 3a. Provide an income versus expenses breakdown of the current annual budget as indicated in the Applicant Characteristics section of the application. (2500 characters)**

Budget Breakdown Current Budget Year Expenses Personnel: \$18,683,749 Supplies and Contractual Services: \$2,696,514 Capital Outlay: \$130,082 Apparatus: \$2,250,000-Capital Improvement Funding not included in the Fire budget, but entered here for clarity and transparency . Total: \$21,510,345 without CIP Total with CIP: \$23,760,345 The budget listed in applicant characteristics does not account for the capital outlay. There is also a mid year budget adjustment for new hires not accounted for in the budget above because it has not officially been credited to the Fire Department at this time. This is the reason for the slight discrepancies, but the final budget can be found on the City website. Current Budget Year Income General Fund: \$20,189,338 Capital Improvement Fund: \$2,250,000 A few items of note with regards to the budget expenditures. The City and its individual departments must show a balanced budget so the numbers above reflect a balanced budget. Overall the City General Fund budget for the current fiscal year is also balanced and showing a budget surplus of almost \$10 million dollars, but this number is misleading as it does not account for numerous unfunded capital improvement projects. These funds remain unencumbered until the mid-year budget review at which time they are disbursed based upon need. In addition, the City has established a pension stabilization fund that reflects as a surplus, but is encumbered for unforeseen increases in PERS rates which has been a regular occurrence in prior budget years and led to significant fiscal difficulties. Significant growth in the City suggests a new census population count of approximately 100,000 in 2020. The City has also spent nearly \$6,000,000 on apparatus replacement over the last two years to include the purchase of four new command vehicles (replacing 1998 Suburbans), One tiller truck (replacing a 1998 tower) and four new type 1 engines replacing rigs that ranged in age from 11 to 19 years old.

*** 3b. Describe the department's budget shortfalls and inability to address financial needs without federal assistance. (2500 characters)**

Overall the financial health of the City and the Fire Department is on solid footing, but as funds become available in the budget year over year those funds are being earmarked to service long term debt and/or replace personnel and services that were cut or reduced over the last decade. Overall the Fire Department employs 12 fewer personnel than we did 18 years ago. This includes both line and administrative staff. In addition, our aging fleet finally reached crisis stage this year and the City has ordered four new engines, four command vehicles, the tiller ladder and the rescue ambulance with an additional support vehicle, two wildland rigs and a heavy rescue slated for purchase in the next two budget cycles. This totals nearly \$7,000,000 in vehicle purchases in three years. Additionally, two stations are slated to be rebuilt (they were built in the 1960's) and the headquarters station is in need of a comprehensive expansion and remodel. The significant capital improvement needs has stressed the ability for the City to provide funding for the positions in the coming budget year, but we have received support from the City Manager and the City Council to pursue this SAFER grant opportunity as a stopgap in anticipation of improved funding in the coming budget years.

*** 3c. What other actions has the department taken to obtain funding elsewhere (e.g., state assistance programs, other grant programs)? (2500 characters)**

The City has funded six new operational position and three administrative positions (including prevention) over the last three budget years. In addition the City implemented the rooftop tax as a revenue generating mechanism to fund public safety and other critical functions, but the funding has not yet become available. There are no other grant programs available for fire personnel funding at this time. The City hired an additional six firefighters that are currently in the academy in anticipation of staffing needs and upcoming retirements. No other funding for full time staffing exists.

*** 3d. Discuss how the critical functions of the department are affected without this funding. (2500 characters)**

Growth has led to an increase in demand for service that has averaged 3% per year. Concurrently, there has been an increase in multiple simultaneous calls. Most fire departments with comparable populations, geography and infrastructure staff more stations with minimum daily staffing levels of at least 24 firefighters. In-service companies currently run an average of 8-20 emergency responses each 48-hour work period. Staff level reductions will increase the workload on suppression personnel while demands for service continue to increase. This additional stress is likely to result in a continued high level of on the job injuries as well as difficulty maintaining compliance with NFPA standards. Without sufficient manpower for staffing all stations the critical functions of our department are negatively affected in the following manner: -We arrive on the scene with insufficient manpower to immediately and safely begin SAR and aggressive sustained fire suppression activities -We cannot quickly establish a sustained and adequate water supply to support safe interior suppression efforts or SAR within an IDLH environment. -We cannot set up proper IRIC or RIC efforts -No ventilation crew is available -No safety officer is available -Without minimum staffing, if a citizen or FF goes down from heart attack, we lose a FF to CPR efforts riding the ambulance. That takes another FF off the fire ground and usually results in an engine being out of service for lack of personnel until the FF returns from the ambulance run. -We cannot conduct in-service training because we do not have enough FFs to leave skeleton crews to initiate immediate response with apparatus.

***Element #4 - Cost Benefit (10%):**

*** Describe the benefits (e.g., quantifying the anticipated savings and/or efficiencies) the department and community will realize if awarded the positions requested in this application. (3500 characters)**

The cost benefit of this SAFER project is tremendous. As stated above the funding for three firefighters will have an immediate and profound effect on firefighter and constituent safety, maintaining both response capability and administrative functions while also improving morale. It is anticipated and has been shown in numerous studies that the increased staffing levels and fire scene assemblage results in fewer injuries, more efficient response, safer fireground operations and myriad other benefits. The average daily cost per day per population served over the two-year life of the grant is a mere \$0.19. Less than two pennies per day per constituent served will allow for 100% compliance with NFPA 1710 and a corresponding increase in firefighter and citizen safety, reduced time lost to injury and improved morale. The most important and immediate benefits of this grant will be reduced response times and staff assembly on structure fires and the addition of a versatile and efficient two person ALS fast attack unit in the City. Our citizens receive cost benefit for a number of reasons as well. Among them is eliminating the need to increase taxes for our citizens to pay for additional manpower. Having adequate manpower assures that we have proper resources to arrive in a timely manner when called and have enough manpower to effectively and safely mitigate the fire. This reduces property damage losses for them and significantly reduces the risk of a fire fatality occurring. If we have the proper number of FFs then our ISO rating remains stable resulting in a cost benefit to our citizens by eliminating the premium costs that would rise for their homeowner's property hazard insurance premiums if the current rate is raised. It is estimated that a single point rise in ISO rating will result in a 10% increase in insurance hazard premiums for the citizens. If we lose our current ISO rating then we surely could not hope to have a tax increase pass with the citizens to maintain the staffing levels after the period of performance. Proper staffing levels are also critical for increasing our tax revenues as public safety services are high on the list of considerations for commercial developers, industry heads and residential developers in choosing to locate into our areas of service. The cost benefit of this SAFER project is tremendous. As stated above the funding for 6 firefighters will have an immediate and profound effect on firefighter and constituent safety, maintaining both response capability and administrative functions while also improving morale. It is anticipated and has been shown in numerous studies that the increased staffing levels and fire scene assemblage results in fewer injuries, more efficient response, safer fireground operations and myriad other benefits. Pursuant to AFG Program guidelines, the Department has strictly adhered to every single program priority and exhibited tremendous need.

Element #5 - Additional Information : If you have any additional information you would like to include about the department and/or this application in general, please provide below. (2000 characters)

The Milpitas Fire Department has been the recipient of numerous grants through the AFG and SAFER programs over the last 18 years and all have been administered pursuant to program requirements. Additionally, the state of EMS delivery in the County is in a state of flux as the contract with the current provider expires in July and the exclusive operating area provision will also expire. This will allow for more local control of EMS transport services. While a clear picture is yet to be determined because the City has little control over what the County and State EMSA boards will decide, the City must be positioned to provide some level of transport services in the case of an overall system failure.

Assurances and Certifications**FEMA Form SF 424B**

You must read and sign these assurances. These documents contain the Federal requirements attached to all Federal grants including the right of the Federal government to review the grant activity. You should read over the documents to become aware of the requirements. The Assurances and Certifications must be read, signed, and submitted as a part of the application.

Note: Fields marked with an asterisk (*) are required.

O.M.B Control Number 4040-0007

Assurances Non-Construction Programs

<p>Note: Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.</p>

<p>As the duly authorized representative of the applicant I certify that the applicant:</p>

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| <ol style="list-style-type: none"> 1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application. 2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives. 3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain. 4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency. 5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F). 6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application. 7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases. 8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds. |
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9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signed by **Geoffrey D Maloon** on **03/22/2019**

Form 20-16C

You must read and sign these assurances.

Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters and Drug-Free Workplace Requirements.

Note: Fields marked with an asterisk (*) are required.

O.M.B Control Number 1660-0025

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on

Lobbying" and 44 CFR Part 17, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Homeland Security (DHS) determines to award the covered transaction, grant, or cooperative agreement.

1. Lobbying

A. As required by the section 1352, Title 31 of the US Code, and implemented at 44 CFR Part 18 for persons (entering) into a grant or cooperative agreement over \$100,000, as defined at 44 CFR Part 18, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement and extension, continuation, renewal amendment or modification of any Federal grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all the sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements and sub contract(s)) and that all sub recipients shall certify and disclose accordingly.

2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

A. As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A, the applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

(b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application. (4000 characters)

3. Drug-Free Workplace (Grantees other than individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Subpart F, for grantees, as defined at 44 CFR part 17, Sections 17.615 and 17.620:

(A) The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

(1) Abide by the terms of the statement; and

(2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable awarding office.

(f) Taking one of the following actions, against such an employee, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

(B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance

Street	City	State	Zip	Action

If your place of performance is different from the physical address provided by you in the Applicant Information, press **Add Place of Performance** button above to ensure that the correct place of performance has been specified. You can add multiple addresses by repeating this process multiple times.

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for FEMA funding. States and State agencies may elect to use a Statewide certification.

Signed by **Geoffrey D Maloon** on **03/22/2019**

FEMA Standard Form LLL

Only complete if applying for a grant for more than \$100,000 and have lobbying activities. See Form 20-16C for lobbying activities definition.

Submit Application

Application 100% complete, Submitted

Please click on any of the following links to visit a particular section of your application. Once all areas of your application are complete, you may submit your application.

Application Area	Status
Applicant's Acknowledgements	Complete
Overview	Complete
Contact Information	Complete
Applicant Information	Complete
Applicant Characteristics (I)	Complete
Applicant Characteristics (II)	Complete
Department Call Volume	Complete
Request Details	Complete
Budget	Complete
Narrative Statement	Complete
Assurances and Certifications	Complete

PLEASE READ THE FOLLOWING STATEMENTS BEFORE YOU SUBMIT.

- **YOU WILL NOT BE ALLOWED TO EDIT THIS APPLICATION ONCE IT HAS BEEN SUBMITTED.**
- Be sure you have thoroughly reviewed the application before you submit.
- If "placeholders" were used, be sure to update the application with the correct information before submitting.
- If you are not yet ready to submit this application, save it, and log out until you feel that you have no more changes.
- When you submit this application, you, as an authorized representative of the organization applying for this grant, are certifying that the following statements are true:

To the best of my knowledge and belief, all data submitted in this application are true and correct.

This application has been duly authorized by the governing body of the applicant and the applicant will comply with the terms of the Notice of Funding Opportunity, comply with all the terms and conditions of the grant award, including any special conditions in accordance with the articles of agreement, and comply with all applicable Federal statutory and regulatory requirements, if awarded.

To sign your application, check the box below and enter your password in the space provided. To submit your application, click the Submit Application button below to officially submit your application to FEMA.

Note: The Primary Point Of Contact will be responsible for signing and submitting the application. Fields marked with an asterisk (*) are required.

I, Geoffrey D Maloon, am hereby providing my signature for this application as of 22-Mar-2019.