



LUBBOCK COUNTY  
CONTRACTED FIRE DEPARTMENT  
REQUEST FOR PUBLIC SAFETY  
CRITICAL NEEDS FUNDING FY2024

In the FY24 Lubbock County Budget, the Lubbock County Commissioners Court have allocated a total of \$500,000 for Public Safety Critical Needs Funding to contracted fire departments in Lubbock County. These funds are separate and apart from the contractual Fire and Rescue Suppressions Services Interlocal Agreement and are not meant to function as a budget reduction mechanism for the fire department or to replace other source(s) of income by another governmental entity. This allocation is specifically allotted to supplement the fire department's budget in meeting the critical needs for equipment. They are meant to exclusively enhance the firefighting capabilities of the fire department and to facilitate the purchase of additional firefighting equipment and/or PPE to bolster the fire department's fire services and functions.

Lubbock County will distribute up to \$500,000 for Public Safety Critical Needs Funding with approved application between the 11 contracted fire departments that are in good standing with the County. Lubbock County shall not accrue any equity or ownership interest in any firefighting and/or PPE equipment purchased by the fire department and likewise, Lubbock County shall not be responsible for licensing, inspection, repairs or maintenance of any firefighting equipment and/or PPE purchased by the fire department. **Applications will be accepted through December 31, 2023. Completion of a funding request application does not guarantee Public Safety Critical Need Funding for any given entity.**

**Applying for the Public Safety Critical Need Funding**

- Applications for the Public Safety Critical Need Funding will be accepted through December 31, 2023.
- Completed applications must be actually received (not postmarked) by midnight on the submission deadline of December 31, 2023.
- Funding request should be submitted by email to the Lubbock County Office of Emergency Management at [firereports@lubbockcounty.gov](mailto:firereports@lubbockcounty.gov)

**OR**

Lubbock County Office of Emergency Management  
Attn: Clinton Thetford  
P.O. Box 10536  
Lubbock, TX 79408



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**Eligibility**

- Fire departments must submit a complete application by the December 31, 2023 deadline.
- Fire departments must be contracted with Lubbock County for Fire and Rescue Suppression services.
- Contracted fire departments must be in compliance with all contractual obligations outline in the Fire and Rescue Suppression Interlocal Agreement.
- Eligible equipment purchases for firefighting equipment and/or personal protective equipment (PPE) related to fire and rescue services for the fire department must align with priority funding categories identified by Lubbock County.
- Purchases made with Public Safety Critical Needs Funding must be substantiated by required documentation. Unsubstantiated purchases will result in the ineligibility of the fire department for future Public Safety Critical Needs Funding, if any.

**Requirements**

- Fiscal year 2024 funds shall be used exclusively to enhance the firefighting capabilities of the fire department and to facilitate the purchase of additional firefighting equipment and/or PPE to bolster the fire department's fire services and functions.
- Equipment purchased with Public Safety Critical Needs Funding must be used to provide Fire and Rescue Services to the Citizens of Lubbock County.
- The fire department shall expend funds awarded by Lubbock County on the purchase of firefighting equipment and/or personal protective equipment (PPE) related to fire and rescue services for the fire department. The fire department's equipment must align with priority funding categories identified by Lubbock County. Categories include:
  1. Personal Protective Equipment
  2. Firefighting equipment related to fire and rescue services for the fire department (e.g. fire cache such as fire hoses, nozzles, rescue equipment, extrication equipment, hand tools, PPV fans, flashlights, ladders or other firefighting equipment).



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3. Other equipment related to fire and rescue services for the fire department (e.g. Vehicles, Generators or associated equipment for vehicle maintenance).
- Any amount expended over awarded funds for the purchase of firefighting equipment and/or PPE related to fire and rescue services is the responsibility of the fire department alone.
  - Within 30 days of expending funds for the purchase of firefighting equipment and/or PPE, itemized receipts, invoices and canceled checks must be submitted to the Lubbock County Office of Emergency Management by email at [firereports@lubbockcounty.gov](mailto:firereports@lubbockcounty.gov)
  - The purchase of firefighting equipment and/or PPE related to fire and rescue services must be accounted for with itemized receipts, and/or invoices and canceled checks reported to the Lubbock County Office of Emergency Management by July 31, 2024 by email at [firereports@lubbockcounty.gov](mailto:firereports@lubbockcounty.gov)
  - Contracted fire department will provide Lubbock County Emergency Management Office all documentation necessary to verify equipment purchases and adhere to all reporting requirements as noted by Lubbock County. Unsubstantiated equipment purchases will result in the ineligibility of the agency for future Public Safety Critical Needs Funding, if any.
  - List of Approved Documentation required includes but is not limited to:
    - Quotes from Vendor (used for proposed budgets and funding request)
    - Order Forms (used if product are back ordered)
    - Receipts and / or Paid Invoice from the vendor and a canceled check. (equipment purchase substantiation)
    - Debit / Credit Card Receipt



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**By signing this request, I understand and affirm that:**

I understand Lubbock County will distribute the Public Safety Critical Needs Funding to contracted fire departments with approved applications. I agree to abide by the requirements as outlined in this document for the use of the allocated funding.

I understand that funding awards will be determined by Lubbock County in its sole discretion. Applications may be awarded for the full or partial amounts of the funds requested, or may be declined.

I understand that this request for funding and any application materials voluntarily submitted as part of this request are public records unless otherwise exempt under applicable law. All information received from an applicant organization, whether received in connection with the application or in connection with any funded activities performed, is subject to disclosure pursuant to the Texas Public Information Act, unless otherwise accepted.

I certify that I have the legal authority of the organization represented in this application to submit this request for funding on its behalf, and I further certify that the information submitted in this application is true and correct to the best of my knowledge. I understand that Lubbock County will rely on the accuracy of the submittals and certifications made in conjunction with this application. Any false statements, concealment of information, submission of altered documents, use of funds for ineligible purposes, or similar actions are considered fraudulent and may result in repayment of the funds awarded or other legal action.

Any funds awarded to the contracted fire department, for the purchase of firefighting equipment and/or PPE related to fire and rescue services not accounted for with itemized receipts, and/or invoices and canceled checks reported to the Lubbock County by July 31, 2024 will be ineligible for future Public Safety Critical Needs Funding for fire suppression and rescue, if any, or until such proof of purchase is provided to Lubbock County.

Lance Barrett

Fire Chief

Printed Name

Title

DocuSigned by:

*Lance Barrett*

12/20/2023

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Signature

Date

Please provide a line item detailed budget for the equipment for the **FY 2024 budget**.  
Specify whether your various match items will be cash or in-kind, if any. Please attach  
documentation such as Quotes for equipment to support your application.

*Please see page 6 for an example budget.*

<b><i>Item Requested</i></b>	<b><i>Category</i></b>	<b><i>Funding Requested</i></b>	<b><i>Quantity</i></b>	<b><i>Total Cost</i></b>
Draeger SCBA	1	\$6,162.75	5	\$30,813.75
SCBA Cylinders	1	\$1,103.30	10	\$11,033.00
Draeger Rit Pack	2	\$3,943.00	1	\$3,943.00
<b>TOTAL</b>				\$45,789.75



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**Equipment Budget – EXAMPLE**

Please provide a line item detailed budget for the equipment requested for the **FY 2024 budget**. Please specify whether your various match items will be cash or in-kind., if any. Please add additional pages, if needed.

<i>Item Requested</i>	<i>Category</i>	<i>Funding Requested</i>	<i>Quantity</i>	<i>Total Cost</i>
Hose	2	\$1000.00	4	\$4000.00
SCBA	1	\$7500.00	3	\$22500.00
TIRES	3	\$500.00	4	\$2000.00
<b>TOTAL</b>				\$28,500