

## Entire Application

### 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 01/09 to 02/10/2017 and will close at 5 PM ET; 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: [http://www.fema.gov/media-library-data/1431970163011-80ce3cd907072a91295b1627c56d8fd2/gpd\\_ehp\\_screening\\_form\\_51815.pdf](http://www.fema.gov/media-library-data/1431970163011-80ce3cd907072a91295b1627c56d8fd2/gpd_ehp_screening_form_51815.pdf).
- \* 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 **Teresa Green** on 2017-02-10 17:11:42.0

### 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	<a href="#">Need help for ZIP+4?</a>
Primary Phone	Ext.    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	Management Analyst III
Prefix	N/A
* First Name	Teresa
Middle Initial	
* Last Name	Green
* Primary Phone	253-591-5002 Ext.    Type work
* Secondary Phone	253-208-0480 Ext.    Type cell
Optional Phone	Ext.    Type Select
Fax	253-591-5746
* Email	tgreen2@cityoftacoma.org

## Contact Information

Alternate Contact 1 Information	
* Title	Deputy Chief
Prefix	N/A
* First Name	Toryono
Middle Initial	
* Last Name	Green
* Primary Phone	253-591-5010 Ext.    Type work
* Secondary Phone	253-973-0086 Ext.    Type cell
Optional Phone	Ext.    Type Select
Fax	253-591-5746
* Email	tgreen@cityoftacoma.org

Alternate Contact 2 Information	
* Title	Deputy Chief
Prefix	N/A
* First Name	Faith
Middle Initial	
* Last Name	Mueller
* Primary Phone	253-591-5011 Ext. Type work
* Secondary Phone	253-973-0089 Ext. Type cell
Optional Phone	Ext. Type Select
Fax	253-591-5746
* Email	fmueller@cityoftacoma.org

### Applicant Information

EMW-2016-FH-00491

Originally submitted on 02/10/2017 by Michael Fitzgerald (Userid: jduggan)

#### Contact Information:

Address: 901 Fawcett

City: Tacoma

State: Washington

Zip: 98402

Day Phone: 2535915157

Evening Phone: 2537599643

Cell Phone: 2539739206

Email: mfitzger@cityoftacoma.org

Application number is EMW-2016-FH-00491

Applicant Information	
* Organization Name	City of Tacoma 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?	Pierce
<b>SAM.gov (System For Award Management)</b>	
* What is the legal name of your Entity as it appears in SAM.gov? Note: This information must match your SAM.gov profile if your organization is using the DUNS number of your Jurisdiction.	Tacoma, City of
* What is the legal business address of your Entity as it appears in SAM.gov? Note: This information must match your SAM.gov profile if your organization is using the DUNS number of your Jurisdiction.	
* Mailing Address 1	901 Fawcett Ave.
Mailing Address 2	
* City	Tacoma
* State	Washington
* Zip	98402 - 5605 <a href="#">Need help for ZIP+4?</a>
* Employer Identification Number (e.g. 12-3456789) Note: This information must match your SAM.gov profile.	91-6001283
* Is your organization using the DUNS number of your	No, we have our own DUNS number separate from our

Jurisdiction?	Jurisdiction.
* 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)	
* What is your 9 digit <a href="#">DUNS number</a> ?	622877116 (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 <a href="#">DUNS number</a> and bank account separate from your Jurisdiction.	
* Is your <a href="#">DUNS Number</a> registered in <a href="#">SAM.gov</a> (System for Award Management previously CCR.gov)?	Yes
* I certify that my organization/entity is registered and active at <a href="#">SAM.gov</a> 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 <a href="#">SAM.gov</a> record.	
<b>Headquarters or Main Station Physical Address</b>	
* Physical Address 1	901 Fawcett Avenue
Physical Address 2	
* City	Tacoma
* State	Washington
* Zip	98402 - 5605 <a href="#">Need help for ZIP+4?</a>
<b>Mailing Address</b>	
* Mailing Address 1	901 Fawcett Avenue
Mailing Address 2	
* City	Tacoma
* State	Washington
* Zip	98402 - 5605 <a href="#">Need help for ZIP+4?</a>
<b>Bank Account Information</b>	
* The bank account being used is: (Please select one from right)	Note: If this is selected, a 4 digit DUNS plus 4 is required if you answered "YES" to using the DUNS number of your Jurisdiction.  Maintained by my Jurisdiction
Note: The following banking information must match your SAM.gov profile.	
* Type of bank account	Checking
* Bank routing number - <a href="#">9 digit</a> number on the bottom left hand corner of your check	121000248
* Your account number	4126635424
<b>Additional Information</b>	
* 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
* If awarded, will your organization expend more than \$750,000 in Federal funds during your organization's fiscal year? If yes, your organization may be required to undergo an A-133 audit. <i>Under the Recruitment and Retention of Volunteer Firefighters Activity</i> , reasonable costs incurred for an A-133 audit is an eligible expenditure and should be	Yes

included in the applicant's proposed budget. Please enter audit costs only once in the "Request Details" section of the application.	
* Is the applicant <a href="#">delinquent on any federal debt?</a>	No
If you answered "Yes" to any of the additional questions above, please provide an explanation in the space provided below (4000 characters) :	
The City of Tacoma has a number of departments that receive other Federal grant funds.	

### 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.	Urban
* Please describe your organization and/or the community that you serve (2000 characters) .	Tacoma Fire Department is a paid professional fire department providing fire, emergency medical and rescue services to a 62 square mile service area of South Puget Sound in Washington State. Our service area includes the cities of Tacoma, Fife and Fircrest and a predominantly suburban and rural area of Pierce County Fire District 10 served by contract. The area is the largest metropolitan hub in the South Sound.
* 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.	62
* What percentage of your primary response area is protected by hydrants?	90 %
* Does your organization protect critical infrastructure?	Yes
If Yes, please describe the critical infrastructure protected (3000 characters) .	Critical infrastructure in our service area includes Interstate 5 and the passage of State Highway 16 across the Tacoma Narrows bridges, which serve over 100,000 vehicles each day on average. The main lines of two transcontinental railroads pass through our service area. The services area includes a State ferry terminal and the Port of Tacoma, a 6,700 acre port that functions as the sixth busiest container port in North America. The majority of shipping that sustains the State of Alaska passes through the Port of Tacoma. We also support critical Federal, State and County infrastructure. Federal infrastructure includes Federal courts and a detention center. State facilities we protect include a college campus and State offices. All of the major facilities for County government are located in our service area. The service area functions as a regional hub for health facilities with four regional hospitals and other supporting medical facilities. The service area also serves as a regional business and banking center with shopping strips and malls, numerous restaurants and other recreational facilities.
(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?	20%
* What percentage of your primary response area is for commercial and industrial purposes?	31 %
* What percentage of your primary response area is used for residential purposes?	49 %
* How many occupied structures (commercial, industrial, residential, or institutional) in your primary response area are	932

more than three (3) stories tall? Do not include structures which are not regularly occupied such as silos, towers, steeples, etc.	
* What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served?	225000
* Do you have a seasonal increase in population?	No
If Yes what is your seasonal increase in population?	
* How many stations are operated by your organization?	15
* 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?	
Advanced Life Support	Emergency Medical Responder
	Haz-Mat Operational Level
Basic Life Support	Haz-Mat Technical Level
	Maritime Operations/Firefighting
	Rescue Operational Level
	Rescue Technical Level
	Structural Fire Suppression
	Wildland Fire Suppression

**Active Firefighting Staff**, use these definitions to answer the questions about "firefighter" positions.

<b>Active Firefighter Position</b>	An individual having the legal authority and responsibility to engage in fire suppression; being employed by a fire department of a municipality, county, or fire district; being engaged in the prevention, control, and extinguishing of fires; and/or responding to emergency situations in which life, property, or the environment is at risk. This individual must be trained in fire suppression, but may also be trained in emergency medical care, hazardous materials awareness, rescue techniques, and any other related duties provided by the fire department.
<b>Full-time Paid Firefighter Position</b>	Full-time positions are those that are funded for at least 2,080 hours per year (i.e., 40 hours per week, 52 weeks per year.) The program office will also consider funding the sharing of a full-time position with sufficient justification. A job-share position is a full-time position that is occupied by more than one person.
<b>Part-time Paid Firefighter Position</b>	Part-time paid firefighters receive pay for being on duty at the fire station, whether or not they respond to any alarms. They may or may not receive benefits.
<b>Volunteer Firefighter Position</b>	Volunteer firefighters receive no financial compensation for their services other than life/health insurance, workers compensation insurance, and/or stipend per call.

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 grantee'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.

Use the following definitions when completing the table below.

**Total # of Operational Career Personnel** — this number represents the total number of **authorized and funded active, full-time uniformed/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](http://www.nfpa.org)

	Total # of Operational Career Personnel	# Operational Officers	# NFPA Support
* Staffing levels at the <b>start of the application period</b>	365	138	331
* Staffing levels at <b>one year prior to the start of the application period</b>	371	135	336
* Staffing levels at <b>two years prior to the start of the application period</b>	355	135	320
* If awarded this grant, what will the staffing levels be in your department? (Whole Numbers only)	377	138	343

\* Please provide details on the department's existing staffing model (i.e., number of shifts, number of positions per shift, contracted work hours, etc.) (3000 characters)

Data shown in staffing table reflects actual staffing levels at the time of the report. One year ago included a December fire recruit class and announced retirees that had not yet retired.

The Tacoma Fire Department currently employs a four platoon 24 hour shift schedule with a minimum on duty count of 69 firefighters from 7AM to 7PM and then a minimum of 67 firefighters on duty from 7PM to 7AM. We staff 13 engines and 4 ladder companies with minimum crews of three for each unit. Two Squad companies and 5 Medic companies are each staffed with a crew of two. Operations is divided into 3 battalions, each led by a Battalion Chief. There is also a Safety Lieutenant on shift each day. The drop in staffing at night is caused by the closure of one of the Squad units, which is only in service for a half-shift each day. All of our engines and ladders are staffed with a crew of three: an officer and two firefighters. Through a combination of scheduled and debit shifts our NFPA 1710 staff work an average of 46.1 hours per week. In the event that staffing exceeds the minimum, current priority is first to convert the Squads to full-time three person engines, then increase staffing to 4 for our outlying engines and then all ladder companies. When staffing is below the required minimum, overtime call backs are used to reach minimum staff levels. The department does not use brown outs to control overtime costs.

* Does your department utilize part-time paid firefighters?	No
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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) .

* 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) .

* Do you currently report to the National Fire Incident Reporting System (NFIRS)? Note: You will be required to report to NFIRS for the entire period of the grant.	Yes
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## Applicant Characteristics (Part II)

	2016	2015	2014
* What is the total number of fire-related civilian fatalities in your jurisdiction over the last three <b>calendar</b> years?	3	0	3
* What is the total number of fire-related civilian injuries in your jurisdiction over the last three <b>calendar</b> years?	5	4	12
* What is the total number of line of duty member fatalities in your jurisdiction over the last three <b>calendar</b> years?	0	0	1
* What is the total number of line of duty <b>member injuries</b> in your jurisdiction over the last three <b>calendar</b> years?	97	50	65
* What is your department's operating budget (i.e., personnel, maintenance of apparatus, equipment, facilities,	Fiscal Year: 2017 Budget: 72729860		

utility costs, purchasing expendable items, etc.) for the current (at time of application) fiscal year?

\* What was your department's operating budget (i.e., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) for the 2001, 2002, and 2003 fiscal years?

If you are unable to provide the information, please enter 0 into each budget field and explain, in the Financial Need section of the narrative, why you are unable to provide this information.

\* What percentage of your operating budget is dedicated to personnel costs (salary, benefits, overtime costs, etc.)?

\* Does your department have any rainy day funds, rainy day reserves, or emergency funds?

If yes, what is the total amount currently set aside?

If yes, what are the funds ear-marked for (1000 characters) ?

\* What percentage of your annual operating budget is derived from: Enter numbers only, percentages must sum up to 100%

Fiscal Year 2003 Budget: 47848653  
 Fiscal Year 2002 Budget: 43023665  
 Fiscal Year 2001 Budget: 41336463

81 %

No

Taxes?	81 %
Bond Issues?	0 %
EMS Billing?	3 %
Grants?	5 %
Donations?	0 %
Fund drives?	0 %
Fee for Service?	11 %
Other?	0 %
If you entered a value into the "Other" field (other than 0), 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. If you have multiple vehicles of the same type which have a different number of riding positions, please use the "average" number and provide additional information in the text box provided. 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	Number of Available Riding Positions per Frontline Vehicle	Number of Filled Riding Positions per Frontline Vehicle per first alarm assignment
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	13	4	3
Ambulances for transport and/or emergency response	5	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	4	6	3
Brush/Quick attack (pumping capacity of less than 750 gpm and water carrying capacity of at least 300 gallons):	1	4	2



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			
<b>Rescue Vehicles:</b> Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle, Hazardous Materials Unit	2	2	2
<b>Additional Vehicles:</b> 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	2	1

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) .

Tacoma Fire Department now staffs two 2-person Squad units instead of engines; these units are counted in the Rescue vehicle category. They are equipped to respond to EMS and fire calls.

### Department Call Volume

	2016	2015	2014
<b>* Summary of responses per year by category (Enter whole number only. If you have no calls for any of the categories, Enter 0)</b>			
Fire - NFIRS Series 100	1212	1301	1030
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	2	5	5
Rescue & Emergency Medical Service Incident - NFIRS Series 300	31844	30956	29244
Hazardous Condition (No Fire) - NFIRS Series 400	351	420	393
Service Call - NFIRS Series 500	1854	1698	1280
Good Intent Call - NFIRS Series 600	8261	8247	7877
False Alarm & False Call - NFIRS Series 700	1769	1867	1911
Severe Weather & Natural Disaster - NFIRS Series 800	0	0	0
Special Incident Type - NFIRS Series 900	1490	804	164
<b>Total</b>	<b>46783</b>	<b>45298</b>	<b>41904</b>

### 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)	277	310	294
Of the NFIRS Series 100 calls, how many are "Vehicle Fire" (NFIRS Codes 130-138)	163	167	135
Of the NFIRS Series 100 calls, how many are "Vegetation Fire" (NFIRS Codes 140-143)	772	829	606
<b>Total</b>	<b>1212</b>	<b>1306</b>	<b>1035</b>
What is the total acreage of all vegetation fires?	3	11	7

### 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)	1967	1552	1495
Of the NFIRS Series 300 calls, how many are "Extractions from Vehicles" (NFIRS Code 352)	212	363	54
Of the NFIRS Series 300 calls, how many are "Rescues" (NFIRS Codes 300, 351, 353-381)	363	372	367
How many EMS-BLS Response Calls	24607	19825	16989
How many EMS-ALS Response Calls	6674	9602	10900

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
<b>Total</b>	<b>33823</b>	<b>31714</b>	<b>29805</b>

**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?	13	27	374
How many times did your organization receive Automatic Aid?	0	0	0
How many times did your organization provide Mutual Aid?	153	0	359
How many times did your organization provide Automatic Aid?	0	183	0
Of the Mutual and Automatic Aid responses, how many were structure fires?	6	5	34

**Request Details**

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

Activity	Number of Entries	Total Cost
<a href="#">Hiring of Firefighters</a>	1	3507732

**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 regarding these standards)	Department Characteristics	Demographic	Assembly Staffing	Response Time	Frequency of Time
	1710	Career	With Aerial	15	8 min	90%
	1710	Career	Without Aerial	14	8 min	90%
X	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. Given your **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?

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

Most of the Time (80 to 99%)

[Help](#)

\* 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?

Most of the Time (80 to 99%)

[Help](#)

<p>* 3. Given your <b>current staffing</b> levels and <b>without</b> using overtime to fill vacant positions, 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)</p> <p><b>NOTE:</b> If your department utilizes overtime to fill positions to ensure you are meeting applicable NFPA staffing and deployment standards, you will want to remove the number of positions filled by overtime from your calculations.</p>	<p>3</p>
<p>* 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)</p>	<p>3</p>
<p>* 4. Please describe the departments hiring practices and timelines including how long after award will you be able to start a recruit class and how many recruits can be trained in one 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. If your department will need governing body approval before the award can be accepted, please be sure to include details on the timeline needed for acceptance (2000 characters) .</p>	<p>entertexthere</p>
<p>* 5. Is your request for hiring firefighters based on a risk analysis and/or a staffing needs analysis?</p>	<p>Yes</p>
<p>5a. If Yes, describe how the analysis was conducted (1000 characters) .</p>	<p>entertexthere</p>
<p>* 6. If awarded a grant, will you provide the new recruits with entry-level physicals in accordance with NFPA 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments 2003 Edition, Chapter 6?</p>	<p>Yes, NFPA 1582 compliant</p>
<p>* 7. Do you currently provide <b>annual</b> medical/physical exams in accordance with NFPA 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments 2003 Edition, Chapter 6?</p>	<p>No, but will provide other physicals not to NFPA 1582 specifications</p>
<p>* 8. Will the personnel hired meet the minimum local or State EMS training and certification requirements, as designated by your agency?</p>	<p>Yes</p>
<p>* 9. Does your department currently have a policy in place to recruit and hire veterans?</p>	<p>No</p>
<p>9a. If yes, please provide a brief description of the policy in place (1000 characters) .</p>	
<p>* 10. Is it your department's intent to sustain the positions filled under this grant after the completion of the period of performance?</p>	<p>Yes</p>
<p>10a. If yes, please provide a brief description on how the positions will be sustained.</p>	<p>Should those facilities be built, additional tax revenue will be received by the General Fund, which will allow us to continue the requested positions beyond the performance period of the grant.</p>

**Budget Item**

<p>As you are aware, grants awarded under the <i>Hiring of Firefighters Activity</i> requires grantees to maintain their staffing levels and incur no lay-offs during the period of performance of the grant. Therefore, it is imperative that your department have the support of your governing body.</p> <p>In order to ensure that there is a clear understanding of the long-term obligations of a SAFER grant and that, if awarded, all parties involved are committed to fulfilling those requirements upon acceptance of the award;</p>	
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<p>We are requesting a letter from your governing body stating their commitment of the above requirement.</p> <p>The letter should be prepared on your governing body's letterhead and addressed to:</p> <p>Catherine Patterson, Branch Chief Assistance to Firefighters Grants Branch</p> <p>If you have received the letter, you may attach it here. <b>(Note: only .doc and .pdf files will be accepted)</b></p> <p>If you do not have the letter at this time, you may submit a signed copy of the letter as soon as you are able via fax to 1-866-274-0942 or via e-mail to <a href="mailto:firegrants@fema.dhs.gov">firegrants@fema.dhs.gov</a>.</p>					
<p>* How many full-time firefighter positions, including job-shares, 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>	12				
<p>If you are requesting to fund a <b>full-time position(s)</b> that will be "shared" by more than one individual (i.e., job-shared), please indicate how many individuals will fill that position, how they will be used and scheduled to fill the position(s), and provide an explanation as to why the position will be shared. (800 characters)</p>					
<p>* Currently, what are the usual annual costs of a first-year firefighter in your department?</p> <p>"Usual annual costs" include base salary and the typical benefits package offered to a first-year firefighter.</p>	<table border="1"> <tr> <td>Annual Salary:</td> <td>\$ 63240</td> </tr> <tr> <td>Annual Benefits:</td> <td>\$ 34197</td> </tr> </table>	Annual Salary:	\$ 63240	Annual Benefits:	\$ 34197
Annual Salary:	\$ 63240				
Annual Benefits:	\$ 34197				
<p>* What costs are included in the typical benefits package your department provides to first-year firefighters (2000 characters) ?</p>	<p>Employer-paid benefits include contributions to Medicare, health and dental insurance, group life insurance, unemployment and worker's compensation insurance, pension and employer match for employee deferred compensation investment plans.</p>				

**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 salary and benefit 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
<a href="#">Personnel</a>	758,880	758,880	758,880	<b>2,276,640</b>
<a href="#">Benefits</a>	410,364	410,364	410,364	<b>1,231,092</b>
<b>Total:</b>	<b>1,169,244</b>	<b>1,169,244</b>	<b>1,169,244</b>	<b>3,507,732</b>
Total Applicant Share	292,311	292,311	760,009	<b>1,344,631</b>
Total Federal Share	876,933	876,933	409,235	<b>2,163,101</b>

### Narrative Statement for Hiring of FireFighters

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

**\* 1a. Why does the department need the positions requested in this application? If your request is based on a needs assessment or Insurance Services Office rating, please provide details of those outcomes. (3000 characters)**

The City of Tacoma Fire Department (TFD) requests funding to hire 12 firefighters, which will allow us to reopen a fire station and reinstate a fire engine in Tacoma's industrial deepwater port area, which is nestled between a dense urban downtown zone and a highly populated residential neighborhood. Twenty-five years ago we operated four fire stations in this high-risk zone. Today, we have none. The last closed in 2013, as part of reductions made necessary by the Great Recession.

We need these requested positions because the port area represents a congested region and waterway that sees nearly 1,000 ships per year. Moreover, it is our highest risk area for significant flammable liquid fires, serious industrial injuries, and large-scale hazmat incidents; yet it has our worst response time as we currently have only vacant fire stations there. The area includes one oil refinery and one fuel terminal that each receive over 45 million gallons of crude oil by rail each week; a chemical refinery; several tank farms of flammable liquids totaling 190 million gallons of which 105 million is Class I; underground pipelines of jet fuel, flammable liquids, and natural gas; high fire loads in large vintage warehouses and yards without sprinklers; a paper mill; a major international shipping hub; a 1,575 bed federal immigration detention facility, and a 75 bed inmate transitional housing facility.

A recent needs assessment (Tideflats Emergency Response Plan, March 2016) funded by the City of Tacoma, the Port, and port-area businesses, analyzed our emergency response capability in the port area and recommended reopening two fire stations there because our average total response time for the first arriving fire engine is 9.0 minutes.

The Tacoma Fire Department originated in 1880. Since 1884 we have been a department of the City of Tacoma, located 32 miles southwest of Seattle in Washington State. Serving the communities of Tacoma, Fircrest, and Fife, we are the only metropolitan fire department in Pierce County. In 2016, we responded to over 46,000 emergency incidents, including 1,605 fires and 38,009 EMS incidents. We protect a population of 225,000 residents. During the business day, our population swells to over 370,000 people.

Our service area covers 62 square miles, 25 square miles of salt water, and 44 miles of shoreline. In addition to the port area, we protect single family homes, multi-story apartment buildings, high rises in our downtown, a 1.4 million sq. ft. shopping mall, a 765-acre park with old growth timber forest, a domed arena that holds 25,000 people, two transcontinental rail lines and Interstate 5. Of the nearly 90,000 structures in our service area most were built before 1960.

For direct support of NFPA 1710, we currently staff 13 engines, 4 ladders, 5 ALS medic ambulances, two 2-person squads, one safety lieutenant, and three command (battalion chief) vehicles. We cross-staff our fireboat, hazmat, and technical rescue vehicles.

**\* 1b. How will the positions requested in this application be used within the department (i.e., 4th on engine, open a new station, eliminate browned out stations, reduce overtime )? What are the specific benefits the positions will provide to the department and community? (2000 characters)**

The restored positions will be used to restore an engine company and reopen a fire station in the port area without having to close a station elsewhere.

The department will benefit by restoring the number of our fire engine companies from 13 to 14. This reestablished fire engine will be stationed to be the first due to the part of our service area that has the highest risk for a significant event but currently has the longest response times. We expect that a timely response by the first due engine to an emergency in the port area will reduce the risk of significant escalation of the incident. In addition, the 8,000 residents in the neighborhood immediately adjacent to the port area will benefit from much faster response times for the second due engine that is necessary to meet the 2-in/2-out requirement.

When the last fire station in the port closed in 2013, the workload shifted to surrounding companies. Last year, TFD responded to over 46,000 emergency incidents in our service area. The reduction of engine companies that occurred due to budget cuts during the Great Recession significantly lengthened response times and reduced the effectiveness of our service to our community. The firefighter positions funded by this SAFER award would specifically benefit the community by reducing overall response times in our system and increasing the likelihood of more beneficial outcomes at emergency incidents. They would specifically benefit the department's firefighters by responding immediately to incidents in the port area and by keeping the current workload from shifting to the remaining companies.

A restored engine company in our system will also give our personnel proportionately more time for training and education, activities that we know promote safety and reduce the rate of injuries to our personnel.

**\* 1c. Please describe how the awarding of this grant would enhance the department's ability to protect the critical infrastructure discussed in the Applicant Characteristics section of the application. (1000 characters)**

TFD intends to use the firefighters hired as a result of this grant award to staff a fire station in Tacoma's port area that would provide the first due fire engine to the major portion of that industrial area and serve as a second-in company to surrounding zones, especially the large residential area of Northeast Tacoma that currently has prolonged response times for the second due company. As the initial responding fire engine for the port area, the engine would provide a four-minute travel time or less to many of the most significant industrial risks in the area including the port area and adjacent rail yards, the shipping terminals on the Blair Waterway and the newly proposed LNG refining complex. As the second due company to adjacent zones in our jurisdiction, the restored engine will significantly reduce the time required to provide a full initial response complement of units to incidents in much of our service area.

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

**\* 2a. How are the community and the current firefighters employed by the department at risk without the positions requested in this application? How will that risk be reduced if awarded? (2000 characters)**

Currently, TFD does not provide a timely initial unit or full-complement response to most emergencies in the port area, an industrial area with high potential for significant emergency incidents. Historically, the area has experienced hazardous material explosions and releases, pipeline leaks and ruptures, refinery and tank farm fires, chlorine releases, tank car leaks, fires and derailments and many incidents of industrial injury. In the past, TFD benefited from a quick response to many of the emergencies, limiting the damage or injury. The Great Recession forced TFD to close the engine company in the port area as we made hard choices to preserve lives over property loss. Now, without a staffed fire station in the port area, there is a potential for such incidents to become much more serious before a response to the emergencies begins, increasing the risk to the community and the firefighters themselves from these events. The absence of a port area engine company also has slowed our ability to provide a full complement of firefighters to major incidents in Northeast Tacoma, the City of Fife and Pierce County Fire District 10, where we provide contracted service as well as East Tacoma, again potentially increasing the risk to the community and to the firefighters responding to those incidents when extended periods elapse before all of the needed roles at major incidents are filled. During 2016, three of our thirteen engine companies responded to more than 4,000 emergency incidents each; another six of our engine companies responded to over 3,000 emergency incidents each. In other words, 70% of our engine companies responded to over 3,000 emergency incidents each in 2016. By restoring an engine company to our system, the risk of not having enough resources available to respond to emergencies will be reduced.

**\* 2b. What impact will the positions requested in this application have on the departments NFPA compliance, if awarded? (2000 characters)**

We expect that the additional responding engine company that will result by adding 12 additional firefighters to our department will significantly reduce the amount of time required to meet the NFPA 1710 standard because the engine company will be deployed in our most depleted and deficient response area, which is adjacent to two zones that have prolonged response times for the second due engine. In 2011, we met the NFPA standard 65% of the time in our entire service area. Currently, as a result of station closures, we meet the standards only about 41% of the time. The restoration of an engine company will allow us to meet the standard 52% of the time in our entire service area.

**\*Element #3 - Financial Need (30%):**

**\* 3a. Please provide additional details on the department's current operating budget. This must include an income verse expenses breakdown of the current annual budget indicated in Applicant Characteristics section**

**of the application. If you were unable to provide the department's operating budget for the 2001, 2002, and 2003 fiscal years, please provide details on why you were not able to provide the information. (2000 characters)**

About 81% of TFD's budget is used for personnel wages and benefits; the rest is used for the maintenance and operational needs of the department. For 2016, about 68% of TFD's funding came from the City of Tacoma General Fund tax sources with the remaining 32% generated directly by the department in some way. About 13% of our budget is funded by a special property tax for Emergency Medical Services. Grants fund about 5% of the budget. About 6% is funded from service contracts with adjacent jurisdictions. About 3% is funded from the net proceeds of advanced life support transports. About 5% is funded from various other fees and charges. TFD raised its contract and permit fees and in 2015-16 introduced a new fee for fire inspections that raised about \$900,000 for the General Fund. An additional \$760,000 was saved through improved contracting and budgetary management.

**\* 3b. Please describe the department's budget shortfalls and the inability to address the financial needs without federal assistance. What other actions have you taken to obtain funding elsewhere (i.e., state assistance programs, other grant programs, etc.)? (2000 characters)**

During the Great Recession, the City of Tacoma's revenues were reduced to a level 20% below the 2007 high resulting in severe budget cuts to all departments. Over the last 5 years, TFD lost 58 positions through budget reductions, equivalent to about 13% of our pre-Great Recession staff total. Layoffs were only avoided by the voluntary retirement of 47 employees, 2 SAFER grants totaling over \$11.1 million and over \$3 million in wage concessions from IAFF members. Local economic conditions are now improving and TFD was provided some additional funding to restore an engine company in East Tacoma and increase the hours of a two-person aid vehicle in North Tacoma. But staffing to restore an engine in the port area remains beyond the City's capability. Internal and external competition for City General Fund dollars remains extremely intense with departments and community groups lobbying the City Council for post-Great Recession improvements. Many needs are still funded ad hoc or only partially, such as TFD's replacement apparatus funding. No State assistance is available; the State is struggling to fully fund court mandated basic public education and mental health requirements. As a result, the aid to local governments has been significantly reduced. Our special EMS property tax levy is capped at 1% growth per year by voter initiative. During the Great Recession, SAFER grant awards protected TFD from far larger budget cuts. A new SAFER grant now could help us leverage local General Fund money, heightening the priority for additional fire service funding and helping us retain that funding level into the future.

**\* 3c. How are the critical functions of your department affected without this funding? (2000 characters)**

Great Recession-related budget cuts forced TFD to prioritize life safety over property loss. As a result, we no longer staff an emergency unit in the port area of Tacoma. Response times are excessively long into that region and we risk significant escalation of the severity of emergencies to the businesses and residents in that area. Without the grant funding to enable us to restore an engine to the port area, initial response times to significant fires, EMS, hazardous materials, technical rescue and marine incidents will continue to be average about nine minutes. Consequently, our opportunity to resolve the emergencies before they result in significant property damage and/or threats to the life safety of the public and our firefighters is lessened.

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

**\* Please describe the benefits (i.e., anticipated savings, efficiencies) the department and community will realize if awarded the positions requested in this application. (3000 characters)**

The 12 firefighters hired to staff an engine company in the port area will be the primary initial responders to all emergencies in that area. For fires and emergency rescue incidents, their engine company will be the initial responder, arriving within four minutes in many cases, significantly reducing the time required to begin emergency operations and providing more timely information to the remaining units converging on the incident. For fires and other major emergencies in the districts surrounding the port area, the new unit will reduce the time required to provide a full complement of firefighters to those events and make unnecessary the dispatching of a unit to that event from much farther away. For EMS incidents, the engine will provide the sole non-transport emergency response in most instances. That response will be timely and avoid a response from other units outside the port area and much farther away. Further benefits include:

1. Hiring 12 firefighters will increase our daily staffing levels by 3 firefighters. By targeting the increased staffing to address our most significant risks, TFD will produce the greatest return on investment possible.
2. Although we are challenged by increasing call volume in our service area, we will not further backslide on our current response time performance for the first due engine and the initial full-alarm assignment. In fact, additional staffing will allow TFD to return to better overall response time performance.

3. By improving our current response time performance, we will continue to limit fire spread and contribute to improved patient survivability.
4. Our engine companies will be less subjected to extremely high workloads that prevent time for training and equipment maintenance, which will likely reduce our injury rates.
5. We will reduce the likelihood of depleting our resources to the point that we cannot assemble a full complement assignment to an emergency event.
6. We will be able to meet our contractual obligations to the fire districts for which we provide fire and EMS services, and therefore not risk loss of those important revenue sources.
7. By increasing our staffing TFD will have more available resources on a daily basis to assist with all-hazards responses locally, regionally and statewide.

**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)**

We expect the port area to continue to be our highest risk zone. An 8-million gallon LNG storage, peak-shaving, and marine fueling facility is expected to be operational in early 2019 and two major warehouse developments are already under construction. Furthermore, there are large tracts of land still available for heavy industrial and hazardous-type developments.

We hope to use the SAFER grant award to raise the budget priority for fire service funding to help us restore the requested twelve lost firefighter positions. When competing against so many important local priorities for General Fund money the SAFER grant will provide a critical competitive advantage for us to initially acquire the local match and later the continued funding for the restored positions.

We want to thank the staff of DHS and the peer reviewers for their time and effort reviewing our application.

[Hiring Narrative Supplemental Information](#)

**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**

**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.

As the duly authorized representative of the applicant I certify that the applicant:

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.
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 **Teresa Green** on **02/10/2017**

## 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 Teresa Green on 02/10/2017

## 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	<a href="#">Complete</a>
Overview	<a href="#">Complete</a>
Contact Information	<a href="#">Complete</a>
Applicant Information	<a href="#">Complete</a>
Applicant Characteristics (I)	<a href="#">Complete</a>
Applicant Characteristics (II)	<a href="#">Complete</a>
Department Call Volume	<a href="#">Complete</a>
Request Details	<a href="#">Complete</a>
Budget	<a href="#">Complete</a>
Narrative Statement	<a href="#">Complete</a>
Assurances and Certifications	<a href="#">Complete</a>

### PLEASE READ THE FOLLOWING STATEMENTS BEFORE YOU SUBMIT.

- **YOU WILL NOT BE ALLOWED TO EDIT THIS APPLICATION ONCE IT HAS BEEN SUBMITTED.** Therefore, please be sure you have thoroughly reviewed the application before you submit; if "placeholders" were used, be sure to update 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 contact will be responsible for signing and submitting the application. Fields marked with an \* are required.**

**I, Teresa Green, am hereby providing my signature for this application as of 10-Feb-2017.**

