



State of Oklahoma
Department of Agriculture, Food, and Forestry
2800 N. Lincoln Blvd., P.O. Box 528804, Oklahoma City, OK 73152 (405) 521-3864
www.oda.state.ok.us

Brad Henry
Governor
July 26, 2010

Terry L. Peach
Secretary and Commissioner

Dear Applicant:

Applications for the **Rural Fire 80/20 Reimbursement Grant** are now available to interested parties in the State of Oklahoma. Grants will be awarded pending release and availability of funds.

The objective of this program is to provide financial assistance to rural fire departments serving communities under 10,000 in population. With this grant you can purchase equipment for the fire department or you can build, remodel or expand a fire station.

A copy of the application is enclosed. If interested in applying for this grant, please fill it out completely and send it to your Rural Fire Coordinator. **The completed application must be returned to your Rural Fire Coordinator by September 1, 2010.** If your fire department receives a grant you will be notified on or about **October 15, 2010.** **Remember, this is a reimbursement grant.** In order to receive reimbursement for your grant you must **show proof of purchase and payment** for the approved items. Forestry services will then submit your reimbursement request for payment.

If you have any questions please contact your Rural Fire Coordinator or Mark Goeller at 1-800-517-3673 or 405-288-2385.

Sincerely,

A handwritten signature in blue ink that reads "John Burwell".

John Burwell, Director
Forestry Services

Enclosure

JB: JMP

THIS IS A REIMBURSEMENT GRANT
APPLICATION DEADLINE SEPTEMBER 1, 2010
RETURN THE COMPLETED APPLICATION TO YOUR RURAL FIRE COORDINATOR



**RURAL FIRE 80/20 REIMBURSEMENT GRANT APPLICATION-FY2011
OKLAHOMA DEPARTMENT OF AGRICULTURE, FOOD & FORESTRY
FORESTRY SERVICES**

General Guidelines

1. Eligible applicants are legal entities (cities, towns, fire departments or districts) under a population level of 10,000.
2. Major Categories of expenditure:
 - A. Fire Station Construction.
 - B. Fire Equipment.
3. Funding limits per application are:
 - A. \$30,000 Limit of State Funds for fire station construction.

or

\$20,000 Limit of State Funds for purchase of fire equipment.
 - B. **No advance payments will be made.** Grant amounts may be claimed only on a reimbursement basis; 80% of expenses will be reimbursed up to the grant award amount. (Station Grant Example: Must spend \$37,500 to receive \$30,000 reimbursement.) Up to three (3) partial payments may be requested during the grant period.
 - C. Recipients can only make purchases **after** their fire department has been officially awarded a grant **and** received a copy of the **State Purchase Order** issued by the Department of Agriculture. **Purchases prior to the State Purchase Order date will not be eligible for this grant.**
 - D. Recipients must submit their **Federal Employers Identification (FEI)** number before a State Purchase Order can be issued.
4. Communities imposing strict boundary limits, which exclude rural residences logically part of the community, or using strict subscription response systems will not be eligible for funds under this program.
5. **APPLICATION DEADLINE IS SEPTEMBER 1, 2010. Application must be received by your Rural Fire Coordinator by the close of business, September 1, 2010. (See attached map for your Rural Fire Coordinator's name, telephone number and mailing address.**

APPLICATION DEADLINE SEPTEMBER 1, 2010



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1. What is the total area (in square miles) protected by your fire department? _____
2. Does your fire department have a written plan of action or standard operating procedure? _____
If yes, attach copy if not submitted with a previous application.
3. Provide the name of your fire department training officer. _____
4. (a) Total training hours recorded for your firefighters during the past 12 months.
OSU certified Training: _____ In House Training: _____
(b) How many of your firefighters have completed the following training?
(Total, not just in the past year).

Hazardous Materials (Awareness, Ops or Tech)	_____	Wildland Fire Fighting	_____
Emergency Vehicle Operation	_____	First Responder	_____
Incident Command	_____	Firefighter I or Essentials	_____
Structural Firefighter Practices	_____	Volunteer Firefighting Practices	_____

Training Officer Signature

5. Are the proposed expenditures made with this grant essential for the fire department to reach ISO/CRS Protection Class 9? _____
6. What is your Department's OFIRS (Oklahoma Fire Incident Reporting System) reporting number? _____ How many fire runs did your fire department report to the State Fire Marshal in the previous calendar year? _____
7. How much money was expended to operate your fire department during the last fiscal year? (exclude salaries and benefits for personnel) _____

How much money was designated (your share) to your fire department last years from City, County, State, or Other Taxes and /or Assessments (list total)? _____
Membership Fees \$ _____ Donations & Fund Raisers \$ _____
Municipal fire departments must attach a statement from the municipal clerk or treasurer certifying the amounts.

Chief Financial Officer Signature

8. Do you have written mutual aid agreements with other fire departments? _____
9. Are your firefighters covered by Worker's Compensation Insurance? _____
10. Do you have liability insurance coverage on all fire department vehicles? _____

APPLICATION DEADLINE SEPTEMBER 1, 2010



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11. How many complete sets of NFPA/OSHA approved protective clothing does your fire department have? (a complete set include gloves, boots, hood, helmet, bunker pants and coat) _____
12. List all State Rural Fire Defense matching grants, and/or CDBG grants, and/or other State Special Project grants your fire department has been awarded in the last three years.

(Forestry Operational Grants Do Not Apply.)

<u>YEAR</u>	<u>AMOUNT</u>	<u>TYPE OF GRANT</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**THE FOLLOWING SECTION APPLIES TO APPLICATIONS
FOR FIRE STATION CONSTRUCTION**

No monies from the fund shall be expended or obligated for construction of buildings for fire stations unless the participant proposing to expend or obligate monies distributed from the Rural Fire Protection Program Fund for that purpose holds a lease for a period of not less than ten (10) years, with provision for renewal annually, to land on which it proposes to construct such building. Provided, however that this provision shall not prohibit construction or location of a fire station on land donated in whole or in part to the participant for the purpose, and use of the Rural Fire Protection Program Fund monies for the construction or location, where the donor has received the right of reversion of such land under the stated conditions, if such use be appropriate and reasonable.

13. Do you have a fire station now? Yes _____ No _____

ANSWER ONLY ONE OF THE FOLLOWING QUESTIONS

14. Is the grant you are seeking for expansion of your existing fire station? Yes _____ No _____
Proposed additional square footage _____
- a. Is the proposed expansion to provide adequate space for apparatus?
Yes _____ No _____
- b. Is the proposed expansion to provide room for class space, officer's desk(s), files, etc.?
Yes _____ No _____
- c. Is the proposed expansion for fund raising occasions (may include kitchen and restrooms)?
Yes _____ No _____

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15. Is the grant you are seeking for the purpose of completing or repairing your fire station (insulation, concrete floor, heating, etc.)? Yes _____ No _____
16. If adequate space exists for apparatus but it is comprised of two or more structures well apart from one another, or if the fire department or city owns one such structure but must arrange or borrow a second or third building in order to house all apparatus, it may be expected that the fire department may want to consolidate all apparatus under one roof. Is application being made for such purpose? Yes _____ No _____
17. Is the grant you are seeking for construction of a sub-station, when such station is necessary to satisfy ISO response time or distance requirements? Yes _____ No _____
- If answer is yes, attach a map showing the location of the new sub-station and each existing fire station within a five (5) mile radius of the proposed sub-station. Map shall depict usable roads and highways and the concentration of population to be served by the proposed sub-station.

FIRE DEPARTMENT INFORMATION - PLEASE PRINT

- A. List the name, address, and phone number of person(s) who can be contacted concerning the Rural Fire Grant.

Mayor: _____ Phone Number: _____

City Clerk: _____ Phone Number: _____

Fire Chief: _____ Phone Number: _____

Other Persons: _____ Phone Number: _____

- B. List the name, address, and phone number of person(s) responsible for the following:

Filing Grant Forms: _____ Phone Number: _____

Handling Invoices: _____ Phone Number: _____

Ordering Equipment: _____ Phone Number: _____

THIS IS A REIMBURSEMENT GRANT

APPLICATION DEADLINE SEPTEMBER 1, 2010