

Oklahoma Dept. of Agriculture, Food, & Forestry FORESTRY SERVICES

HAZARD MITIGATION GRANT PROGRAM EQUIPMENT TRAILER GRANT APPLICATION (PILOT PROGRAM)

The Oklahoma Department of Agriculture, Food and Forestry - Forestry Services, in cooperation with the USDA Forest Service, is pleased to announce the Oklahoma Firewise Community Hazard Mitigation Equipment Trailer Grant Program. The intent of this grant is to purchase a trailer outfitted with tools and equipment which can be used to reduce the wildfire risk and/or hazards in Oklahoma's wildland/urban interface communities. The following guidelines have been established to provide potential applicants with required grant program information.



Hazard Mitigation Program Objectives

- Foster closer working relationships with fire departments, communities, counties, and interested organizations.
- Empower Firewise Communities in addressing defensible space issue
- Enable Firewise Communities to complete small Wildfire Hazard Mitigation projects.
- Reduce the risk and effects of wildfires occurring in Wildland/urban interface areas.
- Implement the development of a Community Wildfire Protection Plan (CWPP).

Project Match Requirements:

All project applicants **must** be Firewise Community USA Certified, or in-process of applying for Firewise USA Community Certification. Firewise Communities/USA Application may be downloaded at: <http://www.firewise.org/usa/files/appform.doc>

All project applicants **must** complete a fuel reduction project using the purchased equipment within 60 days from the receipt of equipment. Other federal funds **cannot** be used as a match for this grant.

Grantees are required to maintain project records in accordance with all applicable federal regulations. This includes: (1) records shall comply with generally accepted accounting principles; (2) records will document allowable costs; (3) records will be supported by source documentation, such as cancelled checks, paid invoices, payroll records, time and attendance records, signed contracts; and (4) records will be maintained for three years following payment.

Eligible Projects:

- Firewise or fire mitigation activities that follow the intent of the Community's Wildfire Protection Plan (CWPP)
- Mechanical removal or reduction of hazardous wildland fuels
- Wildland fuel treatments that increase a community's defensible space
- Development or improvement of existing fire breaks that provide community hazard mitigation

This grant program is for the purchase of hazard mitigation equipment and trailer not currently being funded and is not intended to be a substitute for existing funding sources. The focus of this program is to support new initiatives that would not otherwise occur without grant funds.

| Required Equipment |
|---|
| Enclosed Trailer with Firewise Graphics (required) |
| Chipper |
| Chain saw and carrying case |
| Push Lawn mower |
| Leaf blower |
| Weed trimmer |
| Hand pruner |
| Herbicide backpack Sprayer |
| Wheelbarrow |
| Leaf rake |
| Pole Saw |
| Personal Protective Equipment: Chainsaw Chaps, Chainsaw protective hard hat, Safety glasses, & Ear protection |

- Multiple "Required Equipment" items may be purchased to meet Community's need to accomplish hazard mitigation activities (example: 4 Leaf rakes, 2 Chain Saws..etc).
- Other types of equipment may be purchased, but must meet the intent of wildfire mitigation activities.
- Fire suppression or other types of emergency response equipment will not be approved.
- Grant funds shall not be used in the maintenance or replacement of equipment.

- Any deviation from required Trailer Graphics must approved by Grantor prior to placing on trailer.

Funding:

Funding limit for each trailer and equipment shall not exceed \$19,000. Grantee must purchase the required equipment from a list provided by Oklahoma Forestry Services. Each application will be presented for review by the Oklahoma Forestry Services Grant Subcommittee. Grant funding is contingent upon available monies at the time of the grant award. Reimbursement process may begin after Firewise Coordinator or Oklahoma Forestry Services' representative has reviewed project completion. This is a 100% Federal Pass-thru reimbursement grant.

Deadlines:

Applications must be submitted to the Oklahoma Forestry Services, 2800 N. Lincoln Blvd, Oklahoma City, OK 73105 by June 30, 2015. The State Forester will notify grantees of funding approval. All grantees will be required to sign a Grant Agreement, Debarment form, and Non-Collusion Affidavit form with the Oklahoma Department of Agriculture, Food and Forestry - Forestry Services to outline the parameters of payment, chronological terms, and expected results of the project. Once all forms are returned and finalized, grant projects may begin when a Purchase Order is assigned.

No reimbursements will be made to prior to the Purchase Order assignment. All grantees must have projects completed and all required reimbursement documentation submitted to Oklahoma Forestry Services within one year from the date of the Purchase Order assignment.

Payment Process:

- Grantees must submit proof of project completion (activity pictures, media promotions or brochure examples, etc.) and Request of Reimbursement form to Oklahoma Forestry Services'.
- Unapproved grant expenses will not be paid.
- **No partial payments will be paid.**
- **No payments will be paid for expenses that occur prior to Purchase Order assignment.**

For more information contact:

Steve Mattax, Firewise Coordinator
(405) 268-9377 or firewiseok@gmail.com

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FORESTRY SERVICES

HAZARD MITIGATION GRANT PROGRAM
EQUIPMENT TRAILER GRANT APPLICATION
(PILOT PROGRAM)

Applicant (community, county, organization) Name:

Mailing address:

(Street or P.O. Box) (City) (Zip Code)

County: _____

Contact Name: _____ Phone Number: _____

Email Address: _____

Local Fire Department: _____

Project Narrative (attach): A **short descriptive narrative and Itemize Budget Worksheet** should be included that outlines expected results, timeline for completion, who is responsible for the project, and project accomplishment measures. Projects must be related to Fire Preparedness activities addressed in grantee's Community Wildfire Protection Plans (CWPP). All project applicants must complete a Hazard fuel reduction project using the purchased equipment within **60 days** from the receipt of equipment. Other federal funds cannot be used as a match for this grant.

Project Start Date: _____

Total Grant Funds Requested: \$ _____

Authorized Approval:

To the best of my knowledge the above information is true and correct and I am authorized by _____ to represent their interests.

Signed _____

(Title)

(Address)

Date _____

Submit Grant Application to:

**Oklahoma Forestry Services
2800 N. Lincoln Blvd.
Oklahoma City, OK 73105**

The Fire Prevention Program is developed with full cooperation and funding support of the USDA Forest Service – Southern Region, Fire and Aviation Management Program.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call 202-720-5964 (voice or TDD).



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