

## Entire Application

### Overview

**\*Did you attend one of the workshops conducted by DHS's regional fire program specialist?**

Yes, I have attended workshop

**\*Was a workshop within 2 hours drive?**

Yes

**\*Are you a member, or are you currently involved in the management, of the fire department or non-affiliated EMS organization applying for this grant with this application?**

Yes, I am a member/officer of this applicant

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

**Fields marked with an \* are required.**

#### Preparer Information

\* Preparer's Name

\* Address 1

Address 2

\* City

\* State

\* Zip

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In the space below please list the person your organization has selected to be the primary point of contact for this grant. This should be a Chief Officer or long time member of the organization who will see this grant through completion. Reminder: if this person changes at anytime during the period of performance please update this information. Please list only phone numbers where we can get in direct contact with you.

#### Primary Point of Contact

\* Title

Training Officer

Prefix (check one)

Mr.

\* First Name

Leeland

Middle Initial

K

\* Last Name

Gilliam

\* Business Phone (e.g. 123-456-7890)

651-900-1476 Ext.

\* Home Phone (e.g. 123-456-7890)

651-270-7811 Ext.

Mobile Phone/Pager (e.g. 123-456-7890)

651-270-7811

Fax (e.g. 123-456-7890)

651-228-6255

\* Email (e.g. user@xyz.org)

ken.gilliam@ci.stpaul.mn.us

**Contact Information**

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## Alternate Contact Information Number 1

\* Title Fire Chief  
Prefix Mr.  
\* First Name Tim  
Middle Initial  
\* Last Name Butler  
\* Business Phone 651-224-7811 Ext.  
\* Home Phone 651-775-6752 Ext.  
Mobile Phone/Pager 651-775-6752  
Fax 651-228-6255  
\* Email tim.butler@ci.stpaul.mn.us

## Alternate Contact Information Number 2

\* Title Assistant Fire Chief  
Prefix Mr.  
\* First Name James  
Middle Initial G  
\* Last Name Smith  
\* Business Phone 651-224-7811 Ext.  
\* Home Phone 651-755-8015 Ext.  
Mobile Phone/Pager 651-755-8015  
Fax 651-228-6255  
\* Email james.smith@ci.stpaul.mn.us

**Applicant Information**

EMW-2011-FR-00427

Originally submitted on 09/23/2011 by Ken Gilliam (Userid: spdfss)

**Contact Information:**

Address: 645 Randolph Avenue

City: Saint Paul

State: Minnesota

Zip: 55102

Day Phone: 6519001476

Evening Phone: 6512707811

Cell Phone: 7157901176

Email: ken.gilliam@ci.stpaul.mn.us

**Application number is EMW-2011-FR-00427**

* Organization Name	Saint Paul Fire Department
* Type of Applicant	Regional Request
* Type of Jurisdiction Served	City
If other, please enter the type of Jurisdiction	
* <u>Employer Identification Number</u>	41-6005521
* What is your organization's <u>DUNS Number</u> ?	153857347 (call 1-866-705-5711 to get a DUNS number)
Headquarters or Main Station Physical Address	
* Physical Address 1	645 Randolph Avenue
Physical Address 2	
* City	Saint Paul
* State	Minnesota
* Zip	55102 - 3523 <a href="#">Need help for ZIP+4?</a>
Mailing Address	
* Mailing Address 1	645 Randolph Avenue
Mailing Address 2	
* City	Saint Paul
* State	Minnesota
* Zip	55102 - 3523 <a href="#">Need help for ZIP+4?</a>
	2010 AFG (RIT/TIC/high-Rise Equipment and Training, Driver/Operator Training, and Tactics Training), 2009 AFG (Vehicle Exhaust Systems, Firefighter Safety/Survival/RIT and Thermal Imager Training and Equipment),  2008 SAFER grant for 18 positions, 2008 AFG (Turnout Gear, LDH, Training), 2007 AFG (Turnout gear, rescue equipment, training), 2006 and 2007 UASI and Homeland Security Grants by City Emergency Management Department; 2005 State Homeland Security Grant (State HazMat Response Team Equipment); 2005 State Homeland Security Grant (Interoperable Radio Equipment );
* Please describe all grants that you have received from DHS including any AFG grant received from DHS or FEMA, for example, 2002 AFG grant for vehicle or 2003 ODP grant for exercises. (Enter	



**Department Characteristics (Part I)**

* 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?	%	
* What type of community will your regional project serve (what is the make up of the majority of the region affected by the project)?	Urban	
* What is the square mileage of the region affected by the project?	116	
* In what county/parish is the host applicant physically located? If you have more than one station, in what county/parish is your main station located?	Ramsey	
* Does your region protect critical infrastructure of the state?	Yes	
* How much of your region's land use is for agriculture, wild land, open space, or undeveloped properties?	1 %	
* What percentage of your region's land use is for commercial, industrial, or institutional purposes?	20 %	
* What percentage of your region's land is used for residential purposes?	79 %	
* What is the permanent resident population of your region served? (Remember this is the <u>combined</u> population for all departments/agencies)	669729	
* How many active firefighters (including firefighters dual-trained in EMS) and active EMS members are in your region?	837	
* How many active members does your region have that meet the minimum EMS certification standards as dictated by your jurisdiction or State?	837	
* How many active BLS providers does your region have?	700	
* How many active ALS providers does your region have?	137	
* How many stations are in your region?	34	
* If you (the host applicant) are a fire department, do you report to the National Fire Incident Reporting System (NFIRS)?	Yes	
If yes, please enter your <u>FDIN/FDID</u>	62210	
* Do all departments in this request report to NFIRS?	Yes	
* Do all agencies meet the regional minimum for NIMS compliancy?	Yes	
* What services are provided by your organization and the organizations participating in the regional application?		
Medical First Response	Hazmat Operational Level	Basic Life Support Transport
Hazmat Technical Level	Advanced Life Support Transport	Rescue Operational Level
Basic Life Support Non-Transport	Advanced Life Support Non-Transport	
Rescue Fire Suppression	Swift Water Rescue	Vehicle Extraction
Structural Fire Suppression	Wildland Fire Suppression	Rescue Technical Level
Airport Rescue Firefighting (ARFF)	Maritime Response	

\* Please describe your organization and/or community that you serve. We recommend typing your response in a  
This Regional Grant application is hosted by the Saint Paul Fire Department and in cooperation with our primary mutual-

Word Document outside of this application, then copying and pasting it into the written field. There is a 4000 character limit.

aid neighbor, the Minneapolis Fire Department. Our two departments are the largest departments in the state of Minnesota. We provide service to a significant percentage of the total Twin Cities metropolitan area. While our departments run independently of each other, we are becoming more aware of the need for structured mutual-aid and auto-aid responses. While there are many differences between the two departments, there are far more similarities. The most important that this grant request focuses on is the combined need for Officer Development, Interoperability, and Firefighter Safety.

Our departments provide fire, rescue, and emergency medical services to a resident population of approximately 670,000 residents in both the state's capitol city (Saint Paul) and the state's largest city (Minneapolis). Our response area is home to critical infrastructure including our state capitol building and associated government facilities, miles of main line railway and interstate freeway, airports, hospitals, arenas, several large utility groups, and commercial facilities that support the surrounding Twin Cities metro area of 2.8 million people. As with most core urban cities, we are dealing with a melting pot of society and all of the challenges that presents.

Our combined departments have a total of 837 sworn positions operating out of 34 stations. In addition to the ranks of chief officers, we operate 35 engine companies, 13 ladder companies, and 5 heavy rescue squads. Fourteen of the SPFD engine companies also dual-staff ALS ambulances. We staff specialty units including the state's only Hazmat Emergency Response Entry team, a Chemical Assessment team, and we have 100 members on the state's SUSAR Collapse Rescue team MN Task Force 1.

In 2010, our departments responded to 70,563 Fire and EMS incidents. We have a combined average response time of under 4 minutes. We provide mutual-aid to multiple departments. Our two Training Divisions are used as regional training facilities and we support the training initiatives of numerous smaller suburban departments. Considering the Hazardous Materials and Structural Collapse responsibilities of both departments, our response area expands to include the entire state of Minnesota as well as neighboring states. This grant would not only benefit our department, but also any fire department in the region requiring our assistance.

**Regional Characteristics (Part II)**

	2010	2009	2008
* What is the total number of line of duty member fatalities in your region over the last three years?	0	1	0
* What is the total number of line of duty member injuries in your region over the last three years?	310	307	373
* What is the cumulative total of the three-year average budgets of all participating organizations in this project?		106515929	
* What percentage of this declared budget is dedicated to personnel costs (salary, fringe, and overtime)?		86 %	
* What percentage of the declared operating budget is derived from: Enter numbers only, percentages must sum up to 100%			
Taxes?	86 %		
<u>EMS Billing?</u>	11 %		
Grants?	2 %		
Donations?	0 %		
Fund drives?	0 %		
<u>Fee for Service?</u>	1 %		
Other?	0 %		

If you entered a value into Other field (other than 0), please explain

The unemployment rate for our metro region has reached its highest rate in the last 20 years. The number of people living in poverty is also on the rise, especially among our youngest residents. Similar to many areas in the nation, home values in our metro area fell drastically during 2010 and more than 40 percent of all homes that sold during the year were sold at a financial loss. Home prices are still expected to reach even further lows.

Nearly all of the funds appropriated for fire and emergency services come from personal property tax or local income tax. Foreclosures, reductions in home values, and the loss of jobs have severely affected municipal incomes. As in most states, the public is staunchly resistant to tax increases, while at the same time expecting a wider array of services.

Our combined fire departments have a total current operating budget of just over \$100 million. Our personnel costs make up about 90% of the budgets. Both cities are fortunate to be able to fully staff full-time fire, rescue, and emergency medical services, but due to the associated operating costs and the number of services that our departments provide, our available funding for additional programs, training, and equipment is limited. To compound our financial situations, the State of Minnesota has had consecutive budget shortfalls for the past eight years and they have

made large cuts to Local Government Aid (LGA) programs, including \$65 million over the past four years alone.

Since 2003, the State of Minnesota has cut LGA by 46% and that has had a devastating impact on both city budgets. Both cities are expecting more LGA cuts over the next two years, possibly up to another \$26 million. LGA is one of the primary funding sources for both cities' general funds and the general funds are the primary source of funding for public safety in both cities. Tentative plans on the table for both our departments include the potential to close companies and reduce staffing in both cities.

New initiatives, such as this project, have been rejected by local officials due to the lack of funding. Communities have now reached a point where maintaining essential services, even with reduced staffing, may be the only alternative. Given the reality of the grave economic situation, many of the local municipalities are dealing with mandated hiring freezes, along with a significant probability of layoffs of highly skilled ems and fire personnel. Budgets are being reduced by 14 -20 percent in all our communities. There is not a single service that is not feeling the effects of the situation.

That being said, both of our fire departments have continued to remain positively focused on our long-term goals, even in the face of measurable setbacks. As with many departments around the nation, we find ourselves being asked to do more with less and many times this ultimately compromises firefighter safety. Our departments have made it a goal to increase funding in the areas of training and equipment through outside sources, but the current economy has not been helpful. This grant was developed through open communications between both fire department training divisions as we sought to identify similar opportunities for success and in consideration of the challenges that we are both facing. We believe that this regional grant project is exactly what the Assistance to Firefighters Act Grants were intended for, as relying on traditional means to fund projects of this nature is, unfortunately, no longer a practical option.

\* Please describe your organization's need for Federal financial assistance. We recommend typing your response in a Word Document outside of this application, then copying and pasting it into the written field. There is a 4000 character limit.

\* How many vehicles are operational within the region in each of the types or class of vehicle listed below? You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession. (Enter numbers only and enter 0 if you do not have any of the vehicles below)

Type or Class of Vehicle	Total Number of Front line Apparatus	Total Number of Reserve Apparatus	Total Number of Seated Riding Positions
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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, Quint (Aerial device of less than 76 feet), Type I , Type II Engine Urban Interface	35	11	206
Ambulances that are used for transport.	13	20	80
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 (Aerial device of 76 feet or greater)	13	6	86
Brush/Quick attack (pumping capacity of less than 750 gpm and water carrying capacity of at least 300 gallons): Brush Truck, Patrol Unit (Pick up w/ Skid Unit), Quick Attack Unit, Mini-Pumper, Type III Engine, Type IV Engine, Type V Engine, Type VI Engine, Type VII Engine	0	0	0
Rescue Vehicles: Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle, Hazardous Materials Unit	7	2	53
Other: EMS Chase Vehicle, Air/Light Unit, Rehab Units, Bomb Unit, Technical Support (Command, Operational Support/Supply), Salvage Truck, ARFF (Aircraft Rescue Firefighting), Command/Mobile Communications Vehicle, Other Vehicle	34	1	143

**Department Call Volume**

	2010	2009	2008
* How many responses per year by category? (Enter whole numbers only. If you have no calls for any of the categories, enter 0)			
Working Structural Fires	1118	1210	1183
False Alarms/Good Intent Calls	6626	6235	6848
Vehicle Fires	476	466	487
Vegetation Fires	173	291	211
EMS-BLS Response Calls	28448	31364	32778
EMS-ALS Response Calls	14109	14108	15697
EMS-BLS Scheduled Transports	0	0	0
EMS-ALS Scheduled Transports	0	0	0
Vehicle Accidents w/o Extrication	1579	1515	1357
Vehicle Extrications	64	54	91
Other Rescue	7081	10206	7888
Hazardous Condition/Materials Calls	1957	1470	1724
Service Calls	4649	4588	4819
Other Calls and Incidents	4225	3713	3931
<b>Total</b>	<b>70505</b>	<b>75220</b>	<b>77014</b>
* How many responses per year by category? (Enter whole numbers only. If you have no calls for any of the categories, enter 0)			
What is the total acreage of all vegetation fires?	8	15	11

**Request Information**

1. Select a program for which you are applying. **Regional applications are not eligible for modification of facilities, wellness and fitness programs, or vehicles.** You can apply for as many activities within a program as you need.

Program Name

Operations and Safety

2. Will this grant benefit more than one organization?

Yes

If you answered Yes to Question 2 above, please explain.

This regional grant is for the Saint Paul and Minneapolis Fire Departments. These are the two largest departments in the state and constitute the core of the urban fire service in the Twin Cities metro area. Both departments have extensive mutual aid agreements and both departments are core members of the state's structural collapse team MN Task Force 1. The Saint Paul Fire Department also holds the state's contract for hazardous materials Emergency Response Entry Team.

Through this network of affiliations, this grant has the potential to benefit every fire and EMS department in the state as well as four neighboring states. The impact of this training grant will set a new benchmark for training in our region of the country.

3. Enter Grant-writing fee associated with the preparation of this request. Enter 0 if there is no fee.

\$0

**Request Details**

The activities for program **Operations and Safety** are listed in the table below.

Activity	Number of Entries	Total Cost	Additional Funding
Equipment	0	\$ 0	\$ 0
Personal Protective Equipment	0	\$ 0	\$ 0
Training	9	\$ 1,674,600	\$ 72,000

\* Total Funding for all EMS requested in this application \$0 [View Details](#)

Grant-writing fee associated with the preparation of this request. \$0

**Training Program**

## Training Details

1. Which title most closely describes your requested program?

Firefighter Safety and Survival Training

Please provide further description of the item selected or if you selected Other, please specify.

Personnel costs to cover overtime and backfill to provide eight instructors to the combined training divisions. Instructors will deliver 30 days of training, allowing all personnel two 4-hour Firefighter Safety and Survival Evolutions. Joint training with companies from each department in attendance.

2. Number of units:

8 (whole number only)

3. Cost per unit: \$18000 (whole dollar amounts only)

4. Generally, this program can best be categorized as:

Training that is tested and results in a nationally sanctioned or State certification

If you answered other above, please specify:

5. What percentage of applicable personnel will be trained by this program? 100 %

6. Generally, the training program provided under this grant:

Will bring your region into compliance with federal or state mandated training requirements, please specify:

This training will bring us into statutory compliance with Minnesota State OSHA Fire Brigade Standards, specifically the "General Duty" clause. Also, compliance with MN State Statute 182.653 regarding safe work places and known hazards. Training will also meet NFPA 1500 standards regarding Firefighter Safety and Survival. Training will also meet interoperability goals between the two departments.

7. Will this training enhance your ability to perform mutual aid?

Yes

If you answered Yes to the question above, please explain.

We are the two largest departments in the state and constitute the core of the urban fire service in the Twin Cities metro area. Both departments have extensive mutual aid agreements and are core members of MN Task Force 1. Through this network of affiliations, this grant has the potential to benefit every fire and EMS department in the state as well as four neighboring states. The impact of this training grant will set a new benchmark for training in our region of the country.

8. Will this training be instructor-led?

Yes

Training Program - Add Budget Item

Item	Specialized
Please provide further description of the item selected above or If you selected other above, please specify.	Firefighter Safety and Survival Training including interoperability training between the two mutual aid departments.  Personnel costs to cover overtime and backfill to provide eight instructors to the combined training divisions. Instructors will deliver 30 days of training, allowing all personnel two 4-hour Firefighter Safety and Survival Evolutions. Joint training with comapnies from each department in attendance.
Select Object Class:	Personnel
If you selected other above, please specify	

Training Program

Training Details

1. Which title most closely describes your requested program?

Safety Officer

Please provide further description of the item selected or if you selected Other, please specify.

Incident Safety Officer Course: 16-hour class, Personnel Costs for Overtime/Backfill for 240 officers to attend.

2. Number of units:

240 (whole number only)

3. Cost per unit:

\$1350 (whole dollar amounts only)

4. Generally, this program can best be categorized as:

Training that is tested and results in a nationally sanctioned or State certification

If you answered other above, please specify:

5. What percentage of applicable personnel will be trained by this program?

100 %

6. Generally, the training program provided under this grant:

Will bring your region into compliance with federal or state mandated training requirements, please specify:

This training will bring us into statutory compliance with Minnesota State OSHA Fire Brigade Standards, specifically the "General Duty" clause. Also, compliance with MN State Statute 182.653 regarding safe work places and known hazards. Training will also meet NFPA 1521 standard for department safety officer. National Fire Academy curriculum.

7. Will this training enhance your ability to perform mutual aid?

Yes

If you answered Yes to the question above, please explain.

We are the two largest departments in the state and constitute the core of the urban fire service in the Twin Cities metro area. Both departments have extensive mutual aid agreements and are core members of MN Task Force 1. Through this network of affiliations, this grant has the potential to benefit every fire and EMS department in the state as well as four neighboring states. The impact of this training grant will set a new benchmark for training in our region of the country.

8. Will this training be instructor-led?

Yes

Training Program - Add Budget Item

Item

Other Programs

Please provide further description of the item selected above or If you selected other above, please specify.

Incident Safety Officer Course: 16-hour class, Personnel Costs for Overtime/Backfill for 240 officers to attend.

Select Object Class:

Personnel

If you selected other above, please specify

Training Program

Training Details

1. Which title most closely describes your requested program?

Incident Management Course (IMC)

Please provide further description of the item selected or if you selected Other, please specify.

Train the Trainer - 90-hour Tactical Simulation and ICS Training Program

2. Number of units:

10 (whole number only)

3. Cost per unit:

\$4500 (whole dollar amounts only)

4. Generally, this program can best be categorized as:

Training that is tested and results in a nationally sanctioned or State certification

If you answered other above, please specify:

5. What percentage of applicable personnel will be trained by this program?

100 %

6. Generally, the training program provided under this grant:

Will bring your region into compliance with federal or state mandated training requirements, please specify:

This training will bring us into statutory compliance with Minnesota State OSHA Fire Brigade Standards, specifically the "General Duty" clause. Also, compliance with MN State Statute 182.653 regarding safe work places and known hazards. Training will also meet multiple NFPA standard recommendations in the areas of communications, officer development, incident management, and organizational management.

7. Will this training enhance your ability to perform mutual aid?

Yes

If you answered Yes to the question above, please explain.

We are the two largest departments in the state and constitute the core of the urban fire service in the Twin Cities metro area. Both departments have extensive mutual aid agreements and are core members of MN Task Force 1. Through this network of affiliations, this grant has the potential to benefit every fire and EMS department in the state as well as four neighboring states. The impact of this training grant will set a new benchmark for training in our region of the country.

8. Will this training be instructor-led?

Yes

Training Program - Add Budget Item

Item

Specialized

Please provide further description of the item selected above or If you selected other above, please specify.

Train the Trainer - 90-hour Tactical Simulation and ICS Training Program

Select Object Class:

Contractual

If you selected other above, please specify

**Training Program**

Training Details

1. Which title most closely describes your requested program?

Officer Training (NFPA 1021)

Please provide further description of the item selected or if you selected Other, please specify.

Personnel Costs for overtime/backfill for 100% of officers to attend - Organizational Management Training: Communications and Human Relations Leadership I, II, and III 48-hour series

2. Number of units:

240 (whole number only)

3. Cost per unit:

\$3840 (whole dollar amounts only)

4. Generally, this program can best be categorized as:

Training that results in certification of the trainee without testing

If you answered other above, please specify:

5. What percentage of applicable personnel will be trained by this program?

100 %

6. Generally, the training program provided under this grant:

Will bring your region into compliance with federal or state mandated training requirements, please specify:

This training will bring us into statutory compliance with Minnesota State OSHA Fire Brigade Standards, specifically the "General Duty" clause. Also, compliance with MN State Statute 182.653 regarding safe work places and known hazards. Training will also meet NFPA 1021 and multiple NFPA standard recommendations in the areas of communications, officer development, and organizational management. Sections of the training will also contain National Fire Academy curriculum.

7. Will this training enhance your ability to perform mutual aid?

Yes

If you answered Yes to the question above, please explain.

We are the two largest departments in the state and constitute the core of the urban fire service in the Twin Cities metro area. Both departments have extensive mutual aid agreements and are core members of MN Task Force 1. Through this network of affiliations, this grant has the potential to benefit every fire and EMS department in the state as well as four neighboring states. The impact of this training grant will set a new benchmark for training in our region of the country.

8. Will this training be instructor-led?

Yes

Training Program - Add Budget Item

Item

Specialized

Please provide further description of the item selected above or If you selected other above, please specify.

Personnel Costs for overtime/backfill for 100% of officers to attend - Organizational Management Training: Communications and Human Relations Leadership I, II, and III  
48-hour series

Select Object Class:

Personnel

If you selected other above, please specify

**Training Program**

Training Details

1. Which title most closely describes your requested program?

Other Training (Explain)

Please provide further description of the item selected or if you selected Other, please specify.

Tactical Simulation Development Course

2. Number of units:

10 (whole number only)

3. Cost per unit:

\$3000 (whole dollar amounts only)

4. Generally, this program can best be categorized as:

Training that is tested and results in a nationally sanctioned or State certification

If you answered other above, please specify:

5. What percentage of applicable personnel will be trained by this program?

100 %

6. Generally, the training program provided under this grant:

Will bring your region into compliance with federal or state mandated training requirements, please specify:

This training will bring us into statutory compliance with Minnesota State OSHA Fire Brigade Standards, specifically the "General Duty" clause. Also, compliance with MN State Statute 182.653 regarding safe work places and known hazards. Training will also meet multiple NFPA standard recommendations in the areas of communications, officer development, and the incidnet command system.

7. Will this training enhance your ability to perform mutual aid?

Yes

If you answered Yes to the question above, please explain.

We are the two largest departments in the state and constitute the core of the urban fire service in the Twin Cities metro area. Both departments have extensive mutual aid agreements and are core members of MN Task Force 1. Through this network of affiliations, this grant has the potential to benefit every fire and EMS department in the state as well as four neighboring states. The impact of this training grant will set a new benchmark for training in our region of the country.



8. Will this training be instructor-led?

Yes

## Training Program - Add Budget Item

Item	Specialized
Please provide further description of the item selected above or If you selected other above, please specify.	Three Day Tactical Simulation Development Course. Personnel costs for Overtime/Backfill for out of state class.
Select Object Class:	Personnel
If you selected other above, please specify	

**Regional Training - Narrative**

\* Section # 1 Project Description: In the space provided below include clear and concise details regarding your organization's project's description and budget. This includes providing local statistics to justify the needs of your department and a detailed plan for how your department will implement the proposed project. Further, please describe what you are requesting funding for including budget descriptions of the major budget items, i.e., personnel, equipment, contracts, etc.? \*3000 characters

This regional project has three components.

1.) Officer Development: Both training divisions identified organizational management and interpersonal skills as a glaring deficiency for our officer staff. While 5% of our time is spent putting out real fires, the other 95% of our time is spent dealing with management and personnel issues. Neither organization has dedicated training on how to deal with these issues that typically eat away at the morale. This grant proposes a 48-hour course mixing components of the NFA Leadership series and other nationally recognized Organizational Management and Leadership education components.

Contractual costs of \$120,000 provide instructor-led training, repeated ten times, to allow all 240 officers of both departments to attend with no more than 24 students per class. Personnel costs for overtime/backfill totaling \$921,600 will allow us to mandate this training for all officers. An additional component of the Officer Development program are 16-hour NFA Incident Safety Officer courses. Contractual costs of \$30,000 will provide ten classes. Personnel costs of \$324,000 for backfill/overtime will allow us to mandate this training for all 240 officers.

2.) Development of Command Academy: Both departments are attempting to restructure their promotional processes for officers. This grant will allow us to send ten officers (5 each department) to a nationally recognized, 90-hour Incident Management System and Simulator train-the-trainer.

Contractual costs of \$45,000 cover tuition. Personnel costs of \$48,000 provide for overtime/backfill so staffing numbers aren't affected. Additionally, these ten individuals will be sent out of state for a three-day Tactical Simulation Development Course that will allow us to modify the program to fit the unique needs of both departments and neighboring departments. Contractual costs of \$12,000 will cover course tuition. Personnel costs of \$30,000 will provide overtime/backfill. We budgeted \$6,000 for 10 laptop computers with software to facilitate this education. These computers will return to the departments (five to each) to support the long-term Command Academy. Travel costs of \$10,000 budgeted to cover air, transport, and lodging, for the out of state training.

3.) Firefighter Safety and Survival Training: We felt it important to also provide interoperability training between the fire companies. The budgeted \$18,000 will provide overtime/backfill to dedicate eight instructor positions to the training divisions to host thirty full days of training. This will afford all personnel the opportunity to attend two separate 4-hour sessions where fire companies from both cities will mix on evolutions designed to enhance mutual-aid skills and provide standardized safety and survival training. An additional \$6,000 is budgeted for supplies to cover consumables such as temporary prop wood, smoke machine liquid smoke, and other minor expenses as the survival course is developed.

\* Section # 2 Cost/Benefit: In the space provided below please explain, as clearly as possible, what will be the benefits your department or your community will realize if the project described is funded (i.e. anticipated savings and/or efficiencies)? Is there a high benefit for the cost incurred? Are the costs reasonable? Provide justification for the budget items relating to the cost of the requested items. \*3000 characters

The investment of this grant project will better equip our firefighters to respond to both the emergency incidents to which we are summoned, as well as deal with the organizational incidents with which we often struggle. This significant investment in training our personnel will pay off in long-term results by safely protecting our firefighters while they effectively respond to an ever-widening variety of incidents and situations. It will further protect the departments, the cities, and the taxpayers from the long-term costs associated with lawsuits and accident/injury costs.

All of the equipment and training activities in this grant will bring us into compliance with Minnesota OSHA Fire Brigade "General Duty" Standards and Minnesota State Statute 182.653 regarding workplace safety and known hazards. The training and equipment will also allow us to comply with multiple NFPA recommendations and industry standards in regards to leadership, fire officer training, incident management training, NIMS, and firefighter safety and survival skills. Every member of both departments will benefit from the long-term investment of this grant. The departments will learn to operate better together and probably find out that our problems are not so unique.

This entire grant award will be a long-term financial win for our communities as we save them the impact of multiple financial burdens and at the same time better prepare ourselves to protect them. The savings afforded to our short-range budget needs will allow us to prioritize many other smaller, yet equally deserving projects over the next few years. This award will allow us to do more by eliminating several cost burdens that would otherwise be priority above other important goals.

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\* Section # 3 Statement of Effect: How would this award affect the daily operations of your department (i.e., describe how frequently the equipment will be used or what the benefits will provide the personnel in your department)? How would this award affect your department's ability to protect lives and property in your community? \*3000 characters

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The training activities requested by this grant are the outcome of joint departmental research on how to make our jobs safer while providing a better level of service to our community. In an attempt to provide the best service possible, while at the same time promoting firefighter safety, we believe that we have identified several achievable solutions to the problems that we face on a daily basis. The award of this grant will allow us to overcome the financial restraints that are prohibiting us from doing our job in the safest and best way possible. We truly believe that this grant will allow us to set a benchmark for organizational readiness and interoperability planning for our region and the entire American Fire Service. We believe the ripple effect of this project will far exceed our wildest dreams as we excitedly put this plan together.

Admittedly, if this grant is not awarded, we will still respond when called to do the best job we can with the training that we have available. Firefighters and civilians alike will share the risk potential if we cannot significantly address the inadequacies described in this grant request. All of the training programs that we have requested will greatly enhance our ability to protect our community and our neighboring communities to which we respond. At the same time, all of the items requested will enable us to perform our job better, with pride, and with a higher level of safety and confidence.

Both of our fire departments are supported by our respective city management groups, but due to events affecting the budget there are only so many available funds to distribute between many of the city's essential services. Even in the face of setbacks, we have continued to make positive progress over the past few years and we will continue to move forward towards our goals. We realize that you will undoubtedly see thousands of equally qualified requests from departments of all sizes. We understand that not all of these departments will be fortunate enough to receive a grant this year and we hope that we have convinced you of our project's unique worthiness. We also want to thank those of you reviewing this application for your time and dedication to this process and to the fire service.

We can assure you that the members of the Saint Paul Fire Department and the Minneapolis Fire Department have a commitment, second to none, to protect the communities that we serve and that this grant will have far-reaching results towards our goals of being two of the best fire departments in the nation. This grant award would allow our fire departments a safer, more definitive edge as we prepare to deal with the incidents we are familiar with, as well as the new incidents that all of our departments across the nation are preparing for in the decades to come.

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\* Section # 4 In the space provided below include details regarding your organization's request not covered in any other section. \*3000 characters

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Due to the space limits of the project description, we were not allowed to describe the \$50,000 in additional funding budgeted for personnel costs. This budget will be used to offset the dedicated hours that it will take members of both fire departments to manage this program to bring it to a successful conclusion. This budget will cover overtime/backfill as necessary to dedicate staff to the training divisions so that department staffing is not negatively affected.

Also, both departments have agreed to split the 20% match required for this project. This will be achieved primarily through the use of normal budgeting, but we will also be working to gain the support of several support foundations and public-private partners. While this program will be a major project for all involved, we believe that the investment in our personnel will pay off dividends exponentially for a long time to come.

We appreciate your consideration of this total grant request and we look forward to your positive response. Thank you and stay safe.

## Budget

### Budget Object Class

a. Personnel	\$ 1,517,600
b. Fringe Benefits	\$ 0
c. Travel	\$ 10,000
d. Equipment	\$ 6,000
e. Supplies	\$ 6,000
f. Contractual	\$ 207,000
g. Construction	\$ 0
h. Other	\$ 0
i. Indirect Charges	\$ 0
j. State Taxes	\$ 0
<b>Federal and Applicant Share</b>	
Federal Share	\$ 1,397,280
Applicant Share	\$ 349,320
Federal Rate Sharing (%)	80/20 (Administratively changed)
<b>* <u>Non-Federal Resources</u> (The combined Non-Federal Resources must equal the Applicant Share of \$ 349,320)</b>	
a. Applicant	\$ 349,320
b. State	\$ 0
c. Local	\$ 0
d. Other Sources	\$ 0

If you entered a value in Other Sources other than zero (0), include your explanation below. You can use this space to provide information on the project, cost share match, or if you have an indirect cost agreement with a federal agency.

**Total Budget** **\$ 1,746,600**

**Narrative Statement**

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**For 2011, the Narrative section of the AFG application has been modified. You will enter individual narratives for the Project Description, Cost-Benefit, Statement of Effect, and Additional Information in the Request Details section for each Activity for which you are requesting funds. Please return to the Request Details section for further instructions. You will address the Financial Need in Applicant Characteristics II section of the application. We recommend that you type each response in a Word Document outside of the grant application and then copy and paste it into the spaces provided within the application.**

**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 \* 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 **Leeland Gilliam** on **09/23/2011**

**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 \* 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 44CFR 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 44CFR 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.

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

As required by the Drug-Free Workplace Act of 1988, and implemented at 44CFR 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 grantees 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 DHS awarding office, i.e. regional office or DHS 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 DHS funding. States and State agencies may elect to use a Statewide certification.**

Signed by Leeland Gilliam on 09/23/2011

**FEMA Standard Form LLL**

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

**This form is not applicable**