

**WORK SESSION AGENDA
WYOMING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS**

Monday, September 10, 2018, 7:00 P.M.

- 1) Call to Order**
- 2) Student Recognition**
- 3) Public Comment on Agenda Items (3 minute limit per person)**
- 4) Grace Christian University Expansion Update**
 - Stephen Gowdy, Vice President, Grace Christian University**
- 5) Franklin Partners Site 36 Update**
 - Don Shoemaker, Franklin Partners**
- 6) AirBnB Ordinance Review**
- 7) Pinery Park Little League Contract Review**
- 8) Fire Grant Review**
- 9) Any Other Matters**
- 10) Acknowledgement of Visitors/Public Comment (3 minute limit per person)**

STAFF REPORT

Date: September 6, 2018
Subject: Short Term Rental Discussion
From: Scott Smith, City Attorney
Meeting Date: September 10, 2018 Work Session

Background:

During the public comment portion at the end of its meeting, City Councilmembers have heard concerns expressed by members of the public about short-term rentals of rooms or residences. Consequently, a work session has been scheduled to review short-term rentals (STRs) with the goal of determining whether or not changes should be made in the way the City applies current ordinance provisions and whether or not any City ordinance amendments are merited.

Working with a number of communities to address STRs and consulting with the MML on STR-related legislation, I have learned that the issues presented by, appreciation for and tolerance of, and respective regulatory approaches vary from community to community. There is no “one-size fits all” approach.

Some specific examples may be helpful. In one lakeshore community, about one-third of the housing stock is used for STRs with entire neighborhoods being “dark” from Labor Day to Memorial Day. The local school district has felt the effect with a declining student population and neighborhood schools in neighborhoods without students. A vacation property ownership and management business sector has evolved and many persons are buying and renovating homes just for STR use. The renovations and additions have resulted in 5,000 square foot homes in neighborhoods characterized by 1,200 square foot homes and have included pools, changing rooms, fire pits, game rooms, theater rooms, outdoor entertainment areas and other resort-like amenities. Because STRs can sometimes bring rents exceeding \$10,000 per week, home prices have risen so they are now unaffordable for persons working in the city. In fact, some business owners say home prices have made even executive recruitment difficult. Occupancy advertised for up to 40 persons as well as instances of daytime and evening visitors partying with the week’s or weekend’s occupants have exacerbated stresses on available parking in the community. That community felt threatened by HB 4503 and SB 329 that would, if enacted by the legislature, prohibit any local regulation of STRs

In another community, the STR concerns are quite different. Landlords are using an STR approach to avoid local regulation of long-term rentals. The community is the site of a state prison and the landlords enter into STR agreements with families of prisoners. The rental properties tend not to be well-maintained. That community also regulates STRs, but for different reasons than the lakeshore community.

In some communities, there are complaints by the hotel – motel industry because hotels and motels need to comply with construction and fire code requirements that are not applicable to single-family homes, duplexes and condos, because hotels and motels pay county lodging assessments that don't apply to single-family homes, duplexes and condos used as STRs, and because single-family homes, duplexes and condos don't have to be in commercially zoned areas where vacant property is often more expensive. There are stories of wild bachelor parties, football weekend parties, and other sorts of loud, drunken gatherings that result in fears they will be the norm, rather than the exception.

In reality, vacationing STR occupants may sit outside talking quietly over a glass or two of adult beverages. Because they are not on a work schedule, their conversations can last late and be carried quite a distance during the evening quiet thereby disturbing the sleep of nearby homeowners with open windows. Of course, from time-to-time those occupying an STR may be rude, crude and even lewd. But, that is true even of some homeowners and some long-term renters. In other words, even in communities with large numbers of STRs police reports indicate poor behavior is not common.

As indicated in this summary recitation of some examples, Wyoming's STR challenges are less numerous and less intense than those experienced by other Michigan communities. But, when that challenge is within your neighborhood, it is a problem, even if no other neighborhoods suffer the same challenges.

Analysis

A number of questions are therefore fundamental to any regulatory effort. Initial examples include the following:

1. How many STRs are in the community? Where are they located? What, if any attributes, characterize them?
2. What concerns arise from STRs? Are those concerns or instances unique to STRs or could they occur with other uses?
3. What ordinance provisions could be applied to STRs or to the instances giving rise to the concerns? How are they now interpreted or applied? Could and should we apply or enforce them differently?
4. If additional regulation is needed, should the regulation focus on conduct or the use or the welfare of STR occupants? If focusing on conduct, is it the conduct of the owner or conduct of the occupants? Who should be responsible for the conduct of the occupants? If focusing on the use, what aspects of the use require regulation? If focusing on the welfare of STR occupants, should the Property Maintenance Code be applied to STR's or are other requirements (such as prominent postings of the property address if needed for 9-1-1 calls) also needed?

Current Code Provisions

You have discussed §10-3 of the City Code that, with a few exceptions, prohibits STRs in residentially zoned districts in the City. As you know, staff has interpreted that provision to allow an owner occupant to short-term rent a room to someone else provided the owner-occupant also sleeps at the home during that STR.

Public lodginghouses are defined by §14-736 of the City Code to mean any building “. . . kept, used or maintained as an inn, hotel, tourist home, motel or public lodginghouse, where one or more rooms are made available to transients for more than 30 days in any calendar year.” Succeeding sections require they be licensed and inspected. Though it has not to date been applied by staff to STR of single-family homes, this provision could be interpreted to require STRs rented for a total of more than 30 days in any calendar year to be licensed and inspected as public lodginghouses.

Similarly, staff has not to date interpreted single-family homeowners who rent rooms on a short-term basis to obtain a business license under sections 14-31 and following of the City Code. However, STR of a part of their home may be engaging in, conducting or carrying on a business of selling or providing a service, thereby requiring a license under §14-33.

Staff has to date applied the City’s amendment to §103.1 of the Property Maintenance Code (City Code §10-179(4)) only to long-term rentals, but STRs may also be considered subject to those requirements. These requirements basically look to ensuring the rented unit is safe for its occupants and don’t really address impacts on occupants of neighboring property.

Additionally, several City Code provisions apply to specific conduct of STR occupants. For example, §30-102(3) states, “No person shall use any premises or suffer any premises under his [sic] care or control to be used which shall destroy the peace and tranquility of the surrounding neighborhood.” Both the STR owner and occupant could be cited under this provision. Sections 50-117 and 50-122 address trespassing on a neighbor’s property by persons and vehicles. Sections 50-119 and 50-121 address damage to another’s property. Subsections 50-233(1) and (2) prohibit “loud, boisterous or vulgar conduct” and allowing a place under one’s control to be “occupied by loud, boisterous or vulgar persons.” These provisions could apply to both the STR owner and occupants.

Conclusion

During your September 10 work session we will focus on the questions posed above to help discern an appropriate policy direction for Wyoming. That policy direction may be to (i) continue enforcing provisions as currently interpreted and applied to STRs, (ii) rethink whether STRs should comply with other current City Code provisions and, if so, which provisions, or (iii) amending current City Code provisions or adding provisions to the City Code to address STRs.

MEMORANDUM

TO: Mayor and City Councilmembers
FROM: Curtis Holt, City Manager
SUBJECT: Pinery Park Little League
DATE: September 6, 2018

In 2015, the Wyoming City Council was moving towards the termination of the Recreational Facilities Agreement with Pinery Park Little League (PPLL). After lengthy discussion and consideration the City Council crafted a new agreement that included a three (3) year review to be performed by October 1, 2018. This new agreement required some specific items including:

- List of and contact information for the Board of Directors
- Copies of all organization documents, bylaws & similar documents, including all amendments
- Copies of Annual Reports filed with the State
- Annual Audit and balance sheet ending December 31, of each year
- Copies of IRS form 990

In addition, the agreement required that PPLL enter into a fiduciary agreement with the Greater Wyoming Community Resource Alliance (GWCRA). PPLL was to:

- Turn over all financial records and accounts to the GWCRA
- Put all on-going funds on deposit with the GWCRA
- Turn over all registration funds to the GWCRA
- Deposit all fund-raising funds with the GWCRA
- Ensure that accounting practices complied with City, State and IRS requirements
 - No discrimination or fee differentials without written policies, etc.
- Obtain approval for all financial practices from the City and GWCRA

Finally, several other requirements were included to create transparency regarding league operations. PPLL was to:

- Notify the City at least 10 days before each board meeting and allow a city representative to attend
- Hold at least 6 board meetings each year and post the date, time and place by January 15 of that year
- Provide minutes of board meetings within 10 days to the City Manager's office
- Notify City and members of officer elections by June 1 of each year

Upon this review I have determined the following:

1. We have no record of IRS form 990 being filed this year.
2. We have no record that unemployment taxes have been paid or not paid for league staff operating the concession stand.

3. Although we have been told that board meetings occurred in June, July and August, we have no agendas, minutes, notices or other records to provide confirmation.
4. PPLL officers have used a PPLL account at Kenowa Municipal Credit Union for purchases and credit card receipts with no PPLL Board, City or GWCRA approval.
5. PPLL League officers only recently made the City and league members aware of the Annual Board meeting and officer elections coming up on September 11, 2018.
6. PPLL League officers sold leftover concession stand inventory without board approval and with no documentation of what was sold.
7. Concession operations lost several thousand dollars this year.

As a result, I believe PPLL Board of Directors have breached their agreement with the City of Wyoming and the Greater Wyoming Community Resource Alliance. In addition, Staff time committed to PPLL operations increased significantly with most of the time dedicated to pursuit of various financial records when even the most basic of financial practices were not followed. As indicated previously to the Council, approximately 400 City residents (children and adults) participate in the league as players, coaches, umpires or other volunteers. In addition, our complaints are down significantly in terms of league operations, including; coaching, team selection, all-star selection and other related issues.

Therefore, I believe three options exist for the Council to consider regarding the ongoing operations of the league.

Option 1:

Terminate the Recreational Facilities Agreement. Per the agreement, assets must be transferred to a non-profit organization providing Little League opportunities to the children of Wyoming. This would require City approval.

Option 2:

Allow PPLL to be released from the Fiduciary agreement, thereby allowing them to operate on their own with no City oversight. Because PPLL will still be leasing fields from the City of Wyoming, several requirements will be included in that lease agreement.

- PPLL Leases fields from the City of Wyoming
- City no longer manages finances
- City no longer lines or maintains game day field set up
- City no longer registers program participants
- REQUIREMENTS:
 - Monthly:
 - Board Agendas
 - Board Minutes
 - Financial report
 - Seasonal: March 15 deadline annually
 - Certification of Compliance with Heads Up training, release from Liability
 - Certification of Background Checks
 - Listing of all participants and Registration fees per participant
 - All Scholarship participants noted with supporting documentation

- Annually:
 - Independent Financial Audit
 - Certification of Tax Filing
 - Certification of Non-Profit status
 - City is provided insurance for all league activities including coverage for the City of Wyoming

Option 3:

Expand the City role in the oversight of PPLL by assigning a Recreation Programmer to administrate the league's operations. PPLL would reimburse the City for the actual costs of the programmer's wages and benefits. That person will be hired by the City of Wyoming and will be an employee of the City of Wyoming with all the benefits and requirements of employment. The PPLL Board will be elected and continue to approve and perform league operations. All expenses of the PPLL will be considered by the board and all expenses will only be paid upon Board approval.

Responsibilities of the City/GWCRA:

- Full responsibility for all financial aspects of PPLL. Revenues and Expenses will be fully accounted for by the City/GWCRA and the PPLL Board will have authority to concur and advise on all registration fees and purchases.
- The City will provide fields as requested by the Recreation Programmer.
- The City will perform field set-up for each field programmed, one time per week day programmed.
- The City will hire a Recreation Programmer and provide oversight of the Recreation Programmer.

Responsibilities of the Recreation Programmer:

In all cases these duties can be assigned to a League volunteer, providing a volunteer is available to adequately perform the tasks.

- Day to day league management
 - Field schedule
 - Administration of Concession operations
 - Financial liaison with City Finance Department
 - Preparation of annual budget recommendation
 - Registration
 - Provide recommendations on registration fees
 - Processing scholarships
 - League background checks
 - Heads up training verification
 - League notifications, meeting notices, agendas, minutes
 - Run PPLL Board meetings if necessary
 - Umpire schedules
 - League Communications

Responsibilities of PPLL Board

- League operations
 - Ground Rules
 - Coaches
 - Coaching Clinics
 - Coaching Mentors
 - Umpire Training
 - Draft
 - Schedule
 - All-stars
 - Equipment needs
 - Uniforms
 - Celebration Day
 - Registration Schedule
 - Try-outs
 - Marketing
 - Sponsorships
 - Bingo Operations and Deposits

On September 11, 2018 the Pinery Park Little League will have their annual meeting. In all cases, I would seek to have a new agreement created or amendment to the current agreement to address a new operational plan. I am hoping to convey to the new board our direction related to future PPLL facility use. I believe that the last option is the best option for the PPLL, however, I am concerned that some PPLL board members may interpret this as a “City” takeover. In the end, I would envision little change based upon the current operation of the board, however, it would provide better communication, which will save time and more importantly better address liability concerns for the City and the PPLL Board.

RESOLUTION NO. _____

RESOLUTION TO ACCEPT
THE FEDERAL EMERGENCY MANAGEMENT ASSOCIATION'S (FEMA)
ASSISTANCE TO FIREFIGHTERS GRANT

WHEREAS:

1. The Department of Public Safety's Fire Service applied for and received a grant through the Federal Emergency Management Association's (FEMA) Assistance to Firefighter Grant (AFG) in the amount of \$138,573.00.
2. The City of Wyoming will agree to provide matching funds in the amount of \$13,857.00.
3. The grant will be used to obtain critically needed resources to equip and train emergency personnel with equipment that allows the department to meet National Fire Protection Association Standards when responding to emergency events, enhance operational efficiencies, foster interoperability, and support community resilience.
4. Acceptance of the grant requires the City to submit semi-annual financial and performance reports to FEMA, Firefighters Grant (AFG).
5. It is recommended the City Council accept FEMA's Assistance to Firefighters Grant in the amount of \$138,573.00.
6. The matching funding will be distributed from funding sources within the Fire Budget:
The department secured a grant through Consumers Energy to replace all of the lights in the Gezon and 36th St. stations to LED with an anticipated utility savings of \$6,000.00.
920.000 Utilities \$3,357.00
930.000 Buildings \$7,500.00
744.000 Uniforms \$3,000.00

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby accept the Federal Emergency Management Association's (FEMA) Assistance to Firefighters Grant (AFG) in the amount of \$138,573.00
2. The City Council approves the required payment of 10% matching funds in the amount of \$13,857.00
3. The City Council does hereby authorize Chief Kimberly Koster to serve as Program Director.
4. The City Council does hereby approve the attached budget amendment.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on:

ATTACHMENTS:

Staff Report

Kelli A. VandenBerg, Wyoming City Clerk

STAFF REPORT

DATE: September 6, 2018
SUBJECT: FEMA Grant Acceptance
FROM: Deputy Fire Chief Dennis Van Tassell
MEETING DATE: September 10, 2018

RECOMMENDATION:

It is recommended that the City Council approve the receiving of a grant through the Federal Emergency Management Association (FEMA) through the AFG system. The grant money received through FEMA totals \$138,573.00. The City of Wyoming must match \$13,857.00 to receive total funding. The total grant process is \$152,430.00.

SUSTAINABILITY CRITERIA:

Environmental Quality – Does not significantly impact this criterion.

Social Equity – The Wyoming Fire Department is an all hazards response fire department. This recommendation will provide equipment that shall ensure that the department is able to respond to varying types of emergencies with equipment that ensures National Fire Protection Association (NFPA) compliance. The variety of equipment includes necessary equipment to conduct awareness and operational level response for automobile extrication, workplace accidents, confined space events, structural collapse incidents, trench rescue, hazardous materials events, and rope rescue events.

Economic Strength: The Wyoming Department of Public Safety Fire Bureau is committed to providing excellent customer service. This additional equipment will be purchased by utilizing AFG grant funding that was granted through a Federal funding source (FEMA). The City of Wyoming is responsible to match 10% of the money granted. The grant money received through FEMA totals \$138,573.00. The City of Wyoming must match \$13,857.00 to receive total funding. The total grant process is \$152,430.00.

DISCUSSION:

In 2017 the City of Wyoming Public Safety Department Fire Bureau wrote a grant to purchase equipment that ensures that when the department responds to all hazards, it is utilizing NFPA compliant equipment. The grant was written following National Fire Protection Agency (NFPA) standards that were created for specialized response criteria. The equipment that will be purchased is hard equipment that will have a multi-year life-span. The equipment will be capable of being utilized the entire lifetime of the Heavy Rescue apparatus that was purchased for this specific response parameter in 2017.

Prior to application for this grant, previous vendors for the Fire Bureau and City of Wyoming were contacted for cost estimates for the specific equipment sought. The Fire Bureau recommends that the FEMA AFG grant is accepted with the listed matching funds to ensure that the department responds to a wide variety of hazards with equipment that ensures fire fighter and citizen safety; as well as ensuring NFPA compliance.

BUDGET IMPACT:

The Wyoming Public Safety Department Fire Bureau wrote and received a grant through the Federal Emergency Management Association (FEMA). The grant was received through the AFG system. Due to the parameters of the granting system, the City of Wyoming is responsible to match 10% of the money granted. The grant money received through FEMA totals \$138,573.00. The City of Wyoming must match \$13,857.00 to receive total funding. The total grant process is \$152,430.00.

The matching funding will be distributed from three funding sources within the current Fire Budget:

- The department secured a grant through Consumers Energy to replace all of the lights in the Gezon and 36th St stations to LED with an anticipated utility savings of \$6,000.00.

920.000 Utilities	\$3,357.00
930.000 Buildings	\$7,500.00
744.000 Uniforms	\$3,000.00

Interoffice Memo

Date: 1/30/2018
To: Chief Lark
Cc: Deputy Chief Bennett
From: VanTassell, Dennis
RE: AFG Grant

The FEMA AFG grant submission time is currently underway. Through careful data research and bid estimates, it is determined that the AFG grant process would be a highly probable way to obtain funding to fully equip the Pierce Heavy Recue apparatus recently purchased. The funding opportunity is conducted in a targeted approach to enhance funding probabilities. It is estimated that the Wyoming Fire Department will submit an AFG grant, pending authorization, for the amount of approximately \$135,000. The AFG matching criteria is based on population and the City of Wyoming falls within the 10% matching fund area. This would entail a \$13,500.00 matching fund commitment from the City of Wyoming for the upcoming budget towards equipment if grantee approval is given through FEMA. The AFG grant closes with final submission February 2, 2018.

[Reply](#)

To: Wyoming
Date: 08/31/2018
Subject: Award Notification (Application Number: EMW-2017-FO-04438)
From: firegrants@dhs.gov

Congratulations!

Your grant application submitted under the Grant Programs Directorate's (DHS) FY 2017 Assistance to Firefighters Grant Program has been approved for award. Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

If you accept your award, you will see a link on the left side of the screen that says Update 1199A in the Action column. Click this link. This link will take you to the SF-1199A, Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A Button, print a copy and keep the original form in your grant files. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

[Go Back](#)

Entire Application
DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
AFG Application (General Questions and Narrative)

OMB No.: 1660-0054

Expiration Date: August, 31 2019

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average 9 hours per response for FEMA Form 080-0-2 "AFG Application (General Questions and Narrative)". The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits.

You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472-3100, Paperwork Reduction Project (1660-0054) NOTE: Do not send your completed form to this address.

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 one (1) year Period of Performance (POP).

* I certify that the applicant organization is aware that this application period is open from 12/26/2017 to 02/02/2018 and will close at 5 PM EST; 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

* 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.

Signed by **Brian Bennett** on **2018-02-01 15:45:58.0**

Overview

* Did you attend one of the workshops conducted by an AFG regional fire program specialist?

No, I have not attended workshop

* Did you participate in a webinar that was conducted by AFG?

No

* Are you a member, or are you currently involved in the management, of the fire department or nonaffiliated EMS organization or a State Fire Training Academy 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

[Need help for ZIP+4?](#)

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 department officer or member of the organization who will see this grant through completion, including closeout. Reminder: if this person changes at any time during the period of performance please update this information. Please list only phone numbers where we can get in direct contact with the POC.

Primary Point of Contact

* Title	Deputy Fire cheif
Prefix (select one)	Mr.
* First Name	Brian
Middle Initial	
* Last Name	Bennett
* Primary Phone	616-249-9722 Ext. Type work
* Secondary Phone	616-257-9722 Ext. Type cell
Optional Phone	Type
Fax	
* Email	bennettb@wyomingmi.gov

FEMA Form 080-0-2

Contact Information

Alternate Contact Information Number 1

* Title Lieutenant
Prefix (select one) Mr.
* First Name Dennis
Middle Initial
* Last Name Van Tassell
* Primary Phone 616-530-7253 Ext. Type work
* Secondary Phone 616-302-0064 Ext. Type cell
Optional Phone Type
Fax
* Email vantasselld@wyomingmi.gov

Alternate Contact Information Number 2

* Title Fire Chief
Prefix (select one) N/A
* First Name Charles
Middle Initial
* Last Name Lark
* Primary Phone 616-530-7252 Ext. Type work
* Secondary Phone 616-318-1647 Ext. Type cell
Optional Phone Type
Fax
* Email larkc@wyomingmi.gov

FEMA Form 080-0-2

Applicant Information

EMW-2017-FO-04438

Originally submitted on 02/01/2018 by Brian Bennett (Userid: Wyoming)

Contact Information:

Address: 1155 28th St.SW

City: Wyoming

State: Michigan

Zip: 49509

Day Phone: 6162499722

Evening Phone: 6162579722

Cell Phone:

Email: BennettB@wyomingmi.gov

Application number is EMW-2017-FO-04438

* Organization Name Wyoming Department of Public Safety - Fire Division

* Type of Applicant Fire Department/Fire District

* **Fire Department/District, Non-Affiliated EMS, and Regional applicants**, select type of Jurisdiction City Served :

If "Other", please enter the type of Jurisdiction

SAM.gov (System For Award Management)* 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. City of Wyoming* 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 1155 28th St SW

Mailing Address 2

* City Wyoming

* State Michigan

* Zip 49509 - 3416
Need help for ZIP+4?* Employer Identification Number (e.g. 12-3456789)Note: This information must match your SAM.gov profile. 38-6006933

* Is your organization using the DUNS number of your Jurisdiction? Yes

I certify that my organization is authorized to use the DUNS number of my Jurisdiction provided in this application (Required if you selected Yes above)

079283982

* What is your 9 digit DUNS number?

(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 DUNS number and bank account separate from your Jurisdiction.

* Is your DUNS Number registered in SAM.gov (System for Award Management previously CCR.gov)?

Yes

* I certify that my organization/entity is registered and active at SAM.gov 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 SAM.gov record.

Headquarters or Main Station Physical Address

* Physical Address 1

1250 36th Street SW

Physical Address 2

* City

Wyoming

* State

Michigan

* Zip

49509 - 3416
Need help for ZIP+4?

Mailing Address

* Mailing Address 1

1250 36th Street SW

Mailing Address 2

* City

Wyoming

* State

Michigan

* Zip

49509 - 3416
Need help for ZIP+4?

Bank Account Information

* The bank account being used is: (Please select one from the right)

Maintained by my Jurisdiction

Note: The following banking information must match your SAM.gov profile.

* Type of bank account

Checking

* Bank routing number - 9 digit number on the bottom left hand corner of your check

072400052

* **Your account number**

2801883

Additional Information

* For this fiscal year (Federal) is your organization receiving Federal funding from any other grant program that may duplicate the purpose and/or scope of this grant request?

No

* Is the applicant delinquent on any Federal debt?

No

If you answered yes to any of the additional questions above, please provide an explanation in the space provided below:

FEMA Form 080-0-2

Fire Department/Fire District Department 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

* What kind of organization do you represent?

Combination

If you answered "Combination", above, how many career members in your organization? (whole numbers only)

62

If you answered "Volunteer" or "Combination" or "Paid on-call", how many of your Volunteer Firefighters are paid members from another career department? (whole numbers only)

26

* What type of community does your organization serve?

Suburban

* Is your Organization considered a Metro Department? (Over 350 paid career Firefighters)

No

* What is the square mileage of your first-due response area? (whole number only)

25

* What percentage of your response area is protected by hydrants? (whole number only)

100 %

* 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?

Kent

* Does your organization protect critical infrastructure?

Yes

If "Yes", please describe the critical infrastructure protected below:

Rail yards, state and federal highways, a regional trauma II hospital , a VA Hospital, power distribution facilities, 43 LEPC sites, and two colleges.

* What percentage of your primary response area is for agriculture, wildland, open space, or undeveloped properties?

5 %

* What percentage of your primary response area is for commercial and industrial purposes?

21 %

* What percentage of your primary response area is used for residential purposes?

74 %

77931

* What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served? (whole numbers only)

* Do you have a seasonal increase in population?

No

If "Yes" what is your seasonal increase in population?

* How many active firefighters does your department have who perform firefighting duties? (whole numbers only)

62

* How many members in your department/organization are trained to the level of EMR or EMT, Advanced EMT or Paramedic? (whole numbers only)

29

Does your department have a Community Paramedic program?

No

How many personnel are trained to the Community Paramedic level? (whole numbers only)

* How many stations are operated by your organization? (whole numbers only)

4

* Is your department compliant to your local Emergency Management standard for the National Incident Management System (NIMS)?

Yes

* 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. AFG does not require NFIRS reporting for nonaffiliated EMS Organizations and State Fire Training Academy.

Yes

If you answered "Yes" above, please enter your FDIN/FDID

04122

* How many of your active firefighters are trained to the level of Firefighter I (or equivalent)? (whole numbers only)

62

* How many of your active firefighters are trained to the level of Firefighter II (or equivalent)? (whole numbers only, include all personnel who have attained Firefighter I)

62

Are you requesting training funds in this application to bring 100% of your firefighters into compliance with NFPA 1001?

No

If you indicated that less than 100% of your firefighters are trained to the Firefighter II level and you are not asking for training funds to bring everyone to the Firefighter II level in this application, please describe in the box below your training program and your plans to bring your membership up to Firefighter II.

* What services does your organization provide?

Basic Life Support	Emergency Medical Responder Haz-Mat Operational Level Haz-Mat Technical Level	Rescue Operational Level Rescue Technical Level Structural Fire Suppression Wildland Fire Suppression
--------------------	---	--

* Please describe your organization and/or community that you serve.

Wyoming is the 14th-largest city in Michigan located in Kent County in the western part of Michigan's Lower Peninsula, with an estimated population of 77,931. It operates under a Council-Manager form of government and provides the following services as authorized by its charter: public safety (police and fire), highways and streets, sanitation, recreation and culture, public improvements, planning and zoning, and general administrative services (City of Wyoming 2017 CAFR, pg 60). The Wyoming Fire Department (WFD) protects its residents with 26 career fire fighters along with 12 paid on call, 3 part time, and 21 dual trained employees. It has 4 stations located within 25 square miles and provides all hazard response for: fires, medicals, confined space, trench and building collapse, high angle, ice, swift water, and hazmat. The dept. utilizes well trained

staff to efficiently and effectively mitigate emergency situations and follow the department's mission. The WFD mission is to save life and property from fire and other disasters both natural and man-made. This is accomplished by serving the public with dedication, professionalism and sincere integrity; by educating the residents in matters of fire, public safety and emergency preparedness; by providing initial emergency medical care; by insuring that our personnel are fully trained and have the best possible equipment to handle any type of emergency (City of Wyoming Budget 2014-15, pg 198).

The WFD protects its residents, and provides automatic and mutual aid to neighboring departments in a metro area of 500,000 people. Critical infrastructure in Wyoming includes: Michigan's longest river, a water treatment facility/pumping station that supplies 12 billion gallons of water to various municipalities within Kent and Ottawa County Michigan (City of Wyoming 2017 CAFR, pg. 223), rail yards, state and federal highways, regional trauma II hospital, VA Hospital, power distribution facilities, 43 LEPC sites, and two colleges. The variety of hazards within the city necessitated a comprehensive risk analysis and accompanying response parameters. Since the WFD must handle any type of emergency response, it requires specialized resources and training. By modeling the Centers for Public Safety Excellence Community Risk Analysis, the WFD has established specific response capabilities.

The dept. has broken its response into four categories: high risk high occurrence, high risk low occurrence, low risk high occurrence, and low risk low occurrence. The largest percentage of high risk high occurrence events are structure fires and roadway incidents. The City has had an increase in low rise building construction and issues over 300 residential and commercial building permits annually. With an increase of 4-6 story elderly living units being built, these now constitute the highest life hazard response. The WFD also responds daily to high occurrence low risk emergencies such as cardiac arrest events. Low occurrence high hazard responses that the WFD responds to include: rope rescue, water and ice rescue, trench rescue, confined space, and Haz-Mat. The challenge to these hazards is equipping a limited staffed department with the appropriate equipment for effectiveness and efficiency. Staffing levels have been reduced 21% since 2004. The WFD realized the need for a rapid response of specialized equipment, so a Heavy Rescue was purchased to carry the necessary emergency equipment that the department needs for mitigation. It is estimated that the WFD will respond with its equipped Heavy Rescue to over 2,000 events each year. A three tier approach has been initiated: highly trained and effective personnel, timely response, and appropriate equipment. The WFD has accomplished the first two aspects, but needs assistance in purchasing the remaining equipment to handle the wide variety of emergency incidents it consistently responds to and ensure NFPA compliance.

FEMA Form 080-0-2

Fire Department Characteristics (Part II)

	2016	2015	2014
* What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years?	1	0	0
* What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years?	7	5	4
* What is the total number of line of duty member fatalities in your jurisdiction over the last three calendar years?	0	0	0
* What is the total number of line of duty member injuries in your jurisdiction over the last three calendar years?	14	10	1
*Over the last three years, what was your organization's operating budget?	1594800		
	12,758,400		

* How much of your TOTAL budget is dedicated to personnel costs (salary, overtime and fringe benefits)?

Does your department have any rainy day reserves, emergency funds, or capital outlay?

No

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

If Yes, describe the planned purpose of this fund

* What percentage of your annual operating budget is derived from:

Enter numbers only, percentages must sum up to 100%

2016

2015

2014

Taxes?	100 %	100 %	100 %
Bond Issues?	0 %	0 %	0 %
EMS Billing?	0 %	0 %	0 %
Grants?	0 %	0 %	0 %
Donations?	0 %	0 %	0 %
Fund drives?	0 %	0 %	0 %
Fee for Service?	0 %	0 %	0 %

* Applicants should describe their financial need and how consistent it is with the intent of the AFG Program. This statement should include details describing the applicant's financial distress, including summarizing budget constraints, unsuccessful attempts to obtain vehicle and outside funding, and proving the trouble is out of their control.

Due to municipal revenue shortages, the City administration has installed cost control measures to create a budget that matches available funds. The Michigan Headlee Amendment and Proposal A restrict revenue growth and serve as the foundation to the structural deficit that exists. This combined with continued underfunding of revenue sharing by the State Legislature, places the Council in a position to ask residents to make funding decisions related to basic service levels (City of Wyoming 2017-18 Budget, pg 1). This fiscal year the administrative directive to departments was to reduce all non-personnel-related budget expenditure by 5% from original budgets. Capital projects were held at a minimum to avoid overwhelming the budget with these expenditures (City of Wyoming 2017-18 Budget, pg 3).

Since 2008 taxable value of real and personal property has been reduced by 17%. The City instituted tax increases to offset revenue decline, but because of decreased taxable value within the city, overall taxation has decreased over \$900,000(City of Wyoming CAFR 2017, pg 171-194). While the State and Nation are seeing financial improvements, Wyoming continues to struggle financially.

Wyoming has a multi-tiered approach to handling budget issues. It has reduced personnel costs through: increasing the amount employees pay towards health insurance, increasing the amount employees pay towards pensions, the elimination of pensions for new personnel, and has incorporated a post-employment health benefit payment plan. Wyoming has also reduced full time employees (FTE) throughout the city by 79 (19%)(City of Wyoming 2017 CAFR, pg. 197). The fire dept. has had a 21% reduction in FTE, and has supplemented them with part time and dual trained employees. It is not anticipated that there will be a substantial change in municipal funding in the near future, so the department is unable to purchase necessary equipment needed to respond to emergencies effectively and efficiently and gain NFPA compliance without AFG assistance.

Public Safety operations make up approximately 70% of the General Fund Budget, and it is the operation most vulnerable to the revenue challenges being experienced by the City (City of Wyoming 2017-18 Budget, pg 3). Budgeting within the City focuses on personnel more heavily than equipment. Nearly 80% of the annual budget is used for personnel costs leaving only 20% to pay for operational costs, such as building maintenance, apparatus, civil defense, and basic emergency response equipment.

The WFD was unsuccessful submitting a private source grant for extrication equipment and has several unsuccessful attempts for AFG funding for an aerial, replacement costs of SCBA's, and new compressor units. This has negatively impacted the WFD budget by having to utilize a large percentage of budgetary money to address these emergency funding acquisition needs. Every option has been utilized to reduce

expenditures and increase revenues, and the utilization of grant funding is necessary to ensure that NFPA standards are met. The WFD has assurance from its City leaders that matching funding will be allocated to ensure that these necessary purchases are made. As with prior grant submissions, the goal of the department is to maintain NFPA compliance. The City of Wyoming does not anticipate any significant revenue funding changes. The following data indicates that the City of Wyoming is trending lower in its funding potential and that internal funding sources are limited. It is evident that the highest potential to provide funding for necessary projects is through external funding assistance.

Taxable Value Tax Rate Tax Levies
 2008 \$5,384,062 10.67 \$24,800,963
 2017 \$4,472,400 11.9073 \$23,373,825

Population per capita income state national
 2008 70,440 \$23,900 \$28,207 \$30,755
 2017 77,931 \$21,933 \$29,128 \$31,128
 (City of Wyoming CAFR 2017, pgs 179-194)

* How many vehicles does your organization have in each type 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	Number of Front Line Apparatus	Number of Reserve Apparatus	Number of Seated Riding Positions
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	4	0	24
Ambulances for transport and/or emergency response:	0	0	0
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	1	1	12
Brush/Quick attack (pumping capacity of less than 750 gpm and water carrying capacity of at least 300 gallons): 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	2	0	4
Rescue Vehicles: Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle, Hazardous Materials Unit	1	1	8
Additional Vehicles: 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	2	4	20

FEMA Form 080-0-2

Fire Department Call Volume

2016 2015 2014

* **Summary** of responses per year by category (Enter whole number only. If you have no calls for any of the categories, Enter 0)

Fire - NFIRS Series 100	204	172	170
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	4	1	5
Rescue & Emergency Medical Service Incident - NFIRS Series 300	4360	4147	3887
Hazardous Condition (No Fire) - NFIRS Series 400	383	315	265
Service Call - NFIRS Series 500	294	256	303
Good Intent Call - NFIRS Series 600	712	596	595
False Alarm & False Call - NFIRS Series 700	330	330	310
Severe Weather & Natural Disaster - NFIRS Series 800	26	0	6
Special Incident Type - NFIRS Series 900	0	6	3

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)	115	79	67
Of the NFIRS Series 100 calls, how many are "Vehicle Fire" (NFIRS Codes 130-138)	42	53	56
Of the NFIRS Series 100 calls, how many are "Vegetation Fire" (NFIRS Codes 140-143)	17	10	19
What is the total acreage of all vegetation fires?	8	5	13

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)	432	355	306
Of the NFIRS Series 300 calls, how many are "Extrications from Vehicles" (NFIRS Code 352)	17	3	11
Of the NFIRS Series 300 calls, how many are "Rescues" (NFIRS Codes 300, 351, 353-381)	41	3	5
How many EMS-BLS Response Calls	3779	3699	3505
How many EMS-ALS Response Calls	0	0	0
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

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?	42	74	95
How many times did your organization receive Automatic Aid?	26	12	21
How many times did your organization provide Mutual Aid?	7	2	1
	10	0	2

How many times did your organization provide Automatic Aid?			
Of the Mutual and Automatic Aid responses, how many were structure fires?	53	73	70

FEMA Form 080-0-2

Request Information

1. Select a program for which you are applying. If you are interested in applying under both Vehicle Acquisition and Operations and Safety, and/or regional application **you will need to submit separate applications.**

Program Name

Operations and Safety

2. Will this grant benefit more than one organization?

Yes

If you answered "Yes" to Question 2, please explain how this request benefits other organizations below:

The WFD is seeking funding assistance to purchase the necessary rescue equipment that will be placed on a Heavy Rescue all hazard response apparatus that will respond to over 2,000 emergency calls annually. The WFD increases its emergency responses each year. There is a specific need to respond quickly with the appropriate rescue equipment to handle any type of emergency within the City. This does not take into account mutual aid and automatic aid responses that assist neighboring departments in order to meet their NFPA 1710, and NFPA 1720 target goals. Although this is not a regional project funding request, this funding will have an immediate impact on over 500,000 people that live and work within the WFD basic response area, mutual aid response area, and automatic aid response area. This helps support regional efficiency and resilience and shall benefit more than one local jurisdiction directly from the activities implemented with the grant.

* 3. Is your department facing a new risk, expanding service to new area, or experiencing an increased call volume?	Yes
---	-----

If you answered "Yes" to Question 3., please explain how your department is facing a new risk, expanding service to new area, or experiencing an increased call volume

The WFD has increased its emergency calls for service each year. In 2015 the WFD responded to 5,822 calls, in 2016 the department responded to 6,313, and in 2017 it responded to 6,491 emergencies. An increase in call volume directly impacts the efficiency and effectiveness of this organization. Effectiveness of a fire department depends on multiple areas: well trained and effective personnel, timely response, and equipment that assists the overall effectiveness of handling an emergency. The WFD has the personnel, and timely response with the apparatus that are utilized, but the last leg of effectiveness is possessing appropriate equipment. The WFD is seeking federal funding assistance to purchase the necessary equipment to mitigate any type of emergency within the City. The 2017 annual report shows that the department response consists of 40-50% fire and specialized rescue response requiring specialized equipment that will be purchased with the requested funds (City of Wyoming 2017 Annual Fire Report).

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

\$0

* 5. Are you requesting a Micro Grant? A Micro Grant is limited to \$25,000 Federal share. Modification to Facilities activity is ineligible for Micro Grants.	No
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FEMA Form 080-0-2

Request Details

DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency

Activity Specific Questions for AFG Operations and Safety Applications

OMB No.: 1660-0054

Expiration Date: August, 31 2019

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average 4.6 hours per response for FEMA Form 080-0-2b "Activity Specific Questions for AFG Operations and Safety Applications". The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472-3100, Paperwork Reduction Project (1660-0054) NOTE: Do not send your completed form to this address.

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

Activity	Number of Entries	Total Cost	Additional Funding
Equipment	13	\$ 152,430	\$ 0
Modify Facilities	0	\$ 0	\$ 0
Personal Protective Equipment	0	\$ 0	\$ 0
Training	0	\$ 0	\$ 0
Wellness and Fitness Programs	0	\$ 0	\$ 0
Grant-writing fee associated with the preparation of this request.		\$0	

Equipment

Equipment Details

- What equipment will your organization purchase with this grant? **Basic Hand Tools (Structural/Wildland)**
 * Please provide a detailed description of the item selected above. **Assorted hand tools utilized for fire suppression activities, confined space rescue, structural collapse, and trench rescue operations.**
- Number of units: (whole number only) **45**
- Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.) **\$ 122**
- Generally the equipment purchased under this grant program will:
Obtain equipment to achieve minimum operational and deployment standards for existing missions
- Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?
 In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.
- Is your department trained in the proper use of the equipment being requested?

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

No

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

No

FEMA Form 080-0-2b

Equipment

Equipment Details

1. What equipment will your organization purchase with this grant? Electric/Gas Powered Saws/Tools

* Please provide a detailed description of the item selected above. Various powered equipment utilized for fire suppression, rapid intervention, confined space rescue, structural collapse rescue, and trench rescue.

2. Number of units: (whole number only) 16

3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.) \$ 647

4. Generally the equipment purchased under this grant program will: Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? Yes
In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested? Yes

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding) No

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? No

FEMA Form 080-0-2b

Equipment

Equipment Details

1. What equipment will your organization purchase with this grant? IDLH Monitoring Equipment

* Please provide a detailed description of the item selected above. Monitoring equipment that will be utilized for structure fires, carbon monoxide events, confined space rescue,

structural collapse events, Haz Mat events and trench rescue.

2. Number of units: (whole number only)

4

3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.)

\$ 800

4. Generally the equipment purchased under this grant program will:

Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?

Yes

In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested?

Yes

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

No

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

No

FEMA Form 080-0-2b

Equipment

Equipment Details

1. What equipment will your organization purchase with this grant? Ladders

* Please provide a detailed description of the item selected above.

Ladders that will be utilized for rope rescue, structure fires, extrication events, confined space rescue, structural collapse events, Haz Mat and trench rescue.

2. Number of units: (whole number only)

2

3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.)

\$ 475

4. Generally the equipment purchased under this grant program will:

Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?

Yes

In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested?

Yes

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

No

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

No

FEMA Form 080-0-2b

Equipment

Equipment Details

- 1. What equipment will your organization purchase with this grant? RIT Pack/Cylinder
 * Please provide a detailed description of the item selected above. A RIT pack that is consistent with current SCBA utilized throughout the department utilized during fire suppression activities.
- 2. Number of units: (whole number only) 1
- 3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.) \$ 5000
- 4. Generally the equipment purchased under this grant program will:
Obtain equipment to achieve minimum operational and deployment standards for existing missions
- 5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?
In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance. Yes
- 6. Is your department trained in the proper use of the equipment being requested? Yes
- 7. Are you requesting funding to be trained for these item(s)?
(Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding) No
- 8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? No

FEMA Form 080-0-2b

Equipment

Equipment Details

- 1. What equipment will your organization purchase with this grant? Ropes, Harnesses, Carabiners, Pulleys, etc.
 * Please provide a detailed description of the item selected above. Rope equipment that will be utilized for a variety of rescue situations including rope rescue, ice rescue, water rescue, fire suppression, confined space, structural collapse, and trench rescue.
- 2. Number of units: (whole number only) 106
- 3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.) \$ 159

4. Generally the equipment purchased under this grant program will:

Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?

Yes

In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested?

Yes

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

No

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

No

FEMA Form 080-0-2b

Equipment

Equipment Details

1. What equipment will your organization purchase with this grant?

Thermal Imaging Camera (Must be NFPA 1801 Compliant)

* Please provide a detailed description of the item selected above.

A thermal imaging camera that will be utilized for fire suppression events, investigations, land and water search events, nighttime operations, water and ice rescue events, and structural collapse events.

2. Number of units: (whole number only)

1

3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.)

\$ 12500

4. Generally the equipment purchased under this grant program will:

Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?

Yes

In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested?

Yes

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

No

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

No

FEMA Form 080-0-2b

Equipment

Equipment Details

1. What equipment will your organization purchase with this grant? Automated External Defibrillators (AEDs) BLS Level

* Please provide a detailed description of the item selected above. An AED to utilize during cardiac events.

2. Number of units: (whole number only) 1

3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.) \$ 3500

4. Generally the equipment purchased under this grant program will:

Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?
In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested?

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

FEMA Form 080-0-2b

Equipment

Equipment Details

1. What equipment will your organization purchase with this grant? Automatic Chest Compression Device (CPR)

* Please provide a detailed description of the item selected above. A Zoll compression device to utilize during cardiac arrest events.

2. Number of units: (whole number only) 1

3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.) \$ 15000

4. Generally the equipment purchased under this grant program will:

Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?
In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested?

Yes

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

No

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

No

FEMA Form 080-0-2b

Equipment

Equipment Details

1. What equipment will your organization purchase with this grant?

Pulse Oximeters

* Please provide a detailed description of the item selected above.

A Carbon Monoxide pulse oximetry device to utilized during fire suppression events and carbon monoxide events.

2. Number of units: (whole number only)

1

3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.)

\$ 6000

4. Generally the equipment purchased under this grant program will:

Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?

Yes

In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested?

Yes

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

No

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

No

FEMA Form 080-0-2b

Equipment

Equipment Details

1. What equipment will your organization purchase with this grant?

EMS/Rescue Equipment

* Please provide a detailed description of the item selected above.

Assorted non-disposable EMS equipment necessary to maintain State of Michigan licensure requirements.

- 2. Number of units: (whole number only) 1
- 3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.) \$ 2500

4. Generally the equipment purchased under this grant program will:
 Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?
 In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested?

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

FEMA Form 080-0-2b

Equipment

Equipment Details

1. What equipment will your organization purchase with this grant? **Vehicle Extrication Equipment**

* Please provide a detailed description of the item selected above. A full compliment of extrication equipment including: stabilization devices, lifting devices, cutting equipment, and spreading equipment that will be utilized during fire suppression events, extrication events, and structural collapse events.

- 2. Number of units: (whole number only) 14
- 3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.) \$ 4996

4. Generally the equipment purchased under this grant program will:
 Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc?
 In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested?

7. Are you requesting funding to be trained for these item(s)? (Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources?

No

FEMA Form 080-0-2b

Equipment

Equipment Details

1. What equipment will your organization purchase with this grant? Basic Haz-Mat Response Equipment

* Please provide a detailed description of the item selected above. Equipment that will be utilized for Haz Mat technicians during Hazardous Materials events.

2. Number of units: (whole number only) 3

3. Cost per unit: (whole dollar amounts only; this amount should reflect any volume discounts, rebates, etc.) \$ 380

4. Generally the equipment purchased under this grant program will: Obtain equipment to achieve minimum operational and deployment standards for existing missions

5. Will the equipment being requested bring the organization into voluntary compliance with a national standard, e.g. compliance with NFPA, OSHA, etc? Yes
In your Narrative Statement, please explain how this equipment will bring the organization into voluntary compliance.

6. Is your department trained in the proper use of the equipment being requested? Yes

7. Are you requesting funding to be trained for these item(s)? No
(Funding for requested training should be requested in the Equipment Additional Funding section).(Under the Action column select Update Additional Funding)

8. If you are not requesting training funds through this application, will you obtain training for this equipment through other sources? No

FEMA Form 080-0-2b

Firefighting Equipment - 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. *4000 characters

The WFD is seeking funding assistance to purchase rescue equipment that will be placed on a Heavy Rescue all hazard response apparatus that will respond to over 2,000 emergency calls annually. There is a specific need to respond quickly with the appropriate rescue equipment to handle any type of emergency within the City. This does not take into account mutual aid and automatic aid responses that assist neighboring departments in order to meet their NFPA 1710, and NFPA 1720 target goals. Although this is not a regional project funding request, this funding will have an immediate impact on over 500,000 people that live and work within the WFD basic response area, mutual aid response area, and automatic aid response area. This helps

support regional efficiency and resilience and shall benefit more than one local jurisdiction directly from the activities implemented with the grant.

This grant request addresses the following *Core Capabilities* of the National Preparedness Goals: environmental response/ health and safety, operational coordination, and long term vulnerability reduction. The funds provide critically needed resources that equip and train emergency personnel to the recognized standards needed to enhance operational effectiveness, foster interoperability, and support community resilience. The award will reduce deaths, injuries, and property damage by decreasing the risks associated with fire related events and other hazards. The funding sought shall be for an equipment cache that will be vital equipment to equip trained personnel to respond to structure fires, confined space, trench rescue, ice rescue, swift water rescue, high angle rescue, low angle rescue, automobile extrications, and level 1 cardiac arrest response for multiple municipalities. The objectives of the project are:

- 1: Purchase a Heavy Rescue apparatus for emergency response within the City of Wyoming and its mutual aid and automatic aid communities.
- 2: Establish a core group of trained personnel that can respond to emergencies to meet all NFPA Standards.
- 3: Consolidate rescue equipment on a single apparatus for rapid response.
- 4: Evaluate additional equipment needs to meet NFPA response standards.
- 5: Train all personnel to NFPA Standards for emergency response.
- 6: Seek funding for operational equipment for multi-jurisdictional response.
- 7: Reevaluate and update risk analysis and response capabilities through accreditation and ISO rating services.

The funding request aligns with the highest AFG program priorities including: first time purchases to support a departments' existing mission or replace obsolete broken or inoperable equipment and to provide equipment necessary for effective response to fire-fighting, rescue, and emergency medical operations, and to enhance public safety. The bulk of requested money for equipment falls into the High priority category listed within the AFG specifications. The funding will be utilized to obtain equipment that will achieve minimum operational and deployment standards for existing missions.

The WFD has a clear understanding of the exact funding request priorities of AFG. The funding is requested to obtain equipment necessary: to maintain operational readiness based on risk analysis, ensuring NFPA standards are met, ensuring that funding is utilized for high priority projects, and the need to be prudent caretakers of public funds. Members are cognizant of the current trends in specialized emergency response. The WFD subject matter technicians have conducted market research and have estimates in hand for the specific equipment that will ensure this project is completed as quickly as possible. Most of the necessary equipment is made in the USA. However, as FEMA dictates, this is only an estimate since the equipment shall be purchased through an appropriate bidding process.

* 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. *4000 characters

Grant funding will allow firefighters to better perform their jobs and maintain the ability to save lives and protect property. The goal of this project is to increase the safety of firefighters and the public by improving response capabilities to carry out the existing mission of protecting life and property. This will be assisted with AFG funding and directly correlates to the 2018 AFG application process which states, granting this request will also *protect emergency personnel from fire and related hazards.* Wyoming has increased its responses each year. In 2017 the department surpassed 6,400 calls for assistance. Within that response activity, the last three years have averaged 2,000 calls in which the equipment associated with the requested funding would have been utilized. A per capita analysis shows that the requested funding \$133,788.84 has the following impact:

Per capita emergency response costs: \$76

Per Capita resident impact costs: \$1.95

Per Capita costs per response area impact: \$0.30

This funding request has a high benefit, low cost. Most equipment has a life of over five years, and this will provide the initial cost saving and time in order to have the WFD create a long term budgetary equipment replacement strategy. It is anticipated that the requested funding for rope rescue equipment, powered tools, hand tools, ladders, extrication equipment, confined space equipment, water and ice rescue equipment, emergency medical equipment, and HazMat/WMD equipment can all be utilized in nearly every aspect of emergency response. A thorough review of the risk analysis of the response categories within the City assisted in developing an equipment list. This equipment is segregated into its specific rescue category.

However, each specialty utilizes similar equipment for their highest outcomes. The equipment that will be purchased shall be utilized for a variety of rescue situations, furthering the optimization of requested funding.

The WFD has a history of collaboration with its neighboring departments. It has initiated a collaborative approach with local municipalities in emergency response to roadway incidents, structure fires, Hazardous Materials response, Ice and Swift Water rescue, and the utilization of a state certified firefighter training facility. In addition to the typical fire department call volume response, the WFD has had two tornados strike the city within the last five years. It also has the State's largest river running through its municipal borders along with multiple feeder streams that overflow each spring and during large weather instances. These instances of flooding have necessitated creating an ice and water rescue response team. These low volume, high risk occurrences highlight the need to be an all hazard department that is trained well and equipped well to respond to all varieties of emergency. This funding will allow the WFD to enhance its service provider capability to its citizens and its neighboring departments. The equipment will be utilized daily. Not only will it be utilized for high volume, high risk calls, it shall be utilized for the low volume, high risk calls also. The WFD will be prepared for any type of emergency and will have the equipment necessary to mitigate any emergency.

* Section # 3 Statement of Effect: How would this award impact the daily operations of your department? How would this award impact your department's ability to protect lives and property in your community? *4000 characters

Funding of this equipment will directly impact daily operations with an estimated 2000 deployment annually in Wyoming and its surrounding communities. The Mayor of Wyoming has spoken publicly regarding the WFD capabilities in trench rescue (City of Wyoming State of the Mayor 2017). The Wyoming Department of Public Works utilizes the WFD on all standbys for confined space entry (City of Wyoming Confined Space Plan 2014). They have averaged over 200 events that were classified as confined space or below grade trench situations each year for the previous three years. This type of event caused a fatal trench collapse incident in 2017. The City of Wyoming Building Inspection Department has also averaged over 300 permits for residential and commercial new construction or additions for the past three years. It clearly shows that the WFD must be equipped properly to respond to a wide variety of emergency incidents including confined space, structural collapse, and trench rescue. Much of the sought after equipment will have a daily impact, not just on the low occurrence high risk types of incidents. The equipment sought shall be utilized at daily calls such as structure fires, automobile extrications, cardiac arrest level 1 medicals, high risk fire alarms, general rescue calls, automatic and mutual aid events. WFD personnel will be able to safely respond and conduct operations with this necessary equipment.

There are numerous data references that show the listed equipment and the associated emergency responses will improve the effectiveness and efficiency of the emergency personnel, but will also lessen the property lost and potentially prevent injuries and save lives. Quick intervention of medical equipment such as a ZOLL CPR assist device and an AED has significant data showing a higher likelihood of survival. Rapid deployment of automobile extrication equipment and extricating a person within the "Golden Hour" is clearly documented. The utilization of a thermal imaging camera during a fire incident speeds the search process and positively impacts the likelihood of a citizen's survival from this event. It also allows fire fighters to locate fire fighters quicker, increasing the speed of extinguishment lessening the fire loss and as data suggest lowering the risk of fire fighter injury by lessening the on scene time of emergency work. The utilization of Haz Mat monitoring devices to ensure the safety of citizens during a potential Carbon Monoxide event are prevalent. These examples show that the equipment that will be purchased shall be utilized for the high frequency, high risk events that occur daily in the City of Wyoming and its neighboring communities. Based on past call volume and the anticipated increase in call volume annually, the equipment purchased has a financial impact of approximately \$76 per emergency event per year. In whole, the funding sought for this entire project is estimated to be approximately 13% of the total cost incurred by the City of Wyoming. As stated, the WFD has already purchased the 2017 Pierce Heavy Rescue with a cost exceeding \$500,000.00. The WFD already has trained personnel, but shall send the remaining personnel to obtain the training necessary for technical level capability at a cost estimated at \$400,000.00. This project has a total cash value of over \$1 million. However, the cost associated with life safety, property conservation, and the safety of emergency responders is unmeasurable. The outcomes of this grant are clear and correlate to the risk analysis conducted for the City. The WFD will become NFPA compliant when responding to all hazard emergencies, will enhance the life safety of over 500,000 citizens within its response area, will increase property conservation, and will lessen the potential of fire fighter injury while operating at emergency incidents.

FEMA Form 080-0-2b

Budget

Budget Object Class

a. Personnel	\$ 0
b. Fringe Benefits	\$ 0
c. Travel	\$ 0
d. Equipment	\$ 152,430
e. Supplies	\$ 0
f. Contractual	\$ 0
g. Construction	\$ 0
h. Other	\$ 0
i. Indirect Charges	\$ 0
j. State Taxes	\$ 0
Federal and Applicant Share	
Federal Share	\$ 138,573
Applicant Share	\$ 13,857
Applicant Share of Award (%)	10

* Non-Federal Resources (The combined Non-Federal Resources must equal the Applicant Share of \$ 13,857)

a. Applicant	\$ 13,857
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 **\$ 152,430**

FEMA Form 080-0-2b

Narrative Statement

For 2011 and on, 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 **Brian Bennett** on **02/01/2018**

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.

Award Package

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Mr. Brian Bennett
Wyoming Department of Public Safety - Fire Division
1250 36th Street SW
Wyoming, Michigan 49509-3416

Re: Award No.EMW-2017-FO-04438

Dear Mr. Bennett:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2017 Assistance to Firefighters Grant has been approved in the amount of \$138,573.00. As a condition of this award, you are required to contribute a cost match in the amount of \$13,857.00 of non-Federal funds, or 10 percent of the Federal contribution of \$138,573.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2017 Assistance to Firefighters Grant Notice of Funding Opportunity.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

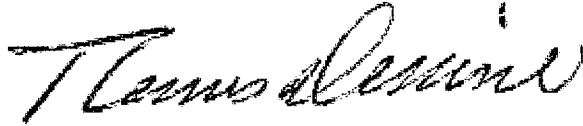
Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says Update 1199A in the Action column. Click this link. This link will take you to the SF-1199A, Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form

electronically. Then, using the Print 1199A Button, print a copy and keep the original form in your grant files. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas DiNanno". The signature is written in a cursive style with a large initial "T".

Thomas George DiNanno
GPD Assistant Administrator

Summary Award Memo

INSTRUMENT: GRANT
AGREEMENT NUMBER: EMW-2017-FO-04438
GRANTEE: Wyoming Department of Public Safety - Fire Division
DUNS NUMBER: 079283982
AMOUNT: \$152,430.00, Operations and Safety

Project Description

The purpose of the Assistance to Firefighters Program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards.

After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application, and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant program's purpose and worthy of award. The projects approved for funding are indicated by the budget or negotiation comments below. The recipient shall perform the work described in the grant application for the recipient's approved project or projects as itemized in the request details section of the application and further described in the grant application narrative. The content of the approved portions of the application - along with any documents submitted with the recipient's application - are incorporated by reference into the terms of the recipient's award. The recipient may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval, via amendment request, from FEMA.

Period of Performance

22-AUG-18 to 21-AUG-19

Amount Awarded

The amount of the award is detailed in the attached Obligating Document for Award. The following are the budgeted estimates for object classes for this grant (including Federal share plus recipient match):

Personnel:	\$0.00
Fringe Benefits	\$0.00
Travel	\$0.00
Equipment	\$152,430.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$0.00
Indirect Charges	\$0.00
State Taxes	\$0.00
Total	\$152,430.00

NEGOTIATION COMMENTS IF APPLICABLE (max 8000 characters)

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist Sharon Cargo at sharon.cargo@fema.dhs.gov.

FEMA Officials

Program Officer: The Program Specialist is responsible for the technical monitoring of the stages of work and technical performance of the activities described in the approved grant application. If you have any programmatic questions regarding your grant, please call the AFG Help Desk at 866-274-0960 to be directed to a program specialist.

Grants Assistance Officer: The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters. The Officer conducts the final business review of all grant awards and permits the obligation of federal funds. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a Grants Management Specialist.

Grants Operations POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this grant award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

ADDITIONAL REQUIREMENTS (IF APPLICABLE) (max 8000 characters)

Agreement Articles

**FEMA**U.S. Department of Homeland Security
Washington, D.C. 20472**AGREEMENT ARTICLES****ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM - Operations and Safety****GRANTEE: Wyoming Department of Public Safety - Fire Division****PROGRAM: Operations and Safety****AGREEMENT NUMBER: EMW-2017-FO-04438****AMENDMENT NUMBER:****TABLE OF CONTENTS**

The FY 2017 DHS Standard Terms and Conditions apply to all new federal financial assistance awards funded in FY 2017. The DHS financial assistance awards terms and conditions flow down to subrecipients, unless a particular award term or condition specifically indicates otherwise.

Article I. Assurances, Administrative Requirements, Cost Principles, and Audit Requirements

DHS financial assistance recipients must complete either the OMB Standard Form 424B Assurances - Non-Construction Programs, or OMB Standard Form 424D Assurances - Construction Programs as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at 2 C.F.R. Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

Article II. DHS Specific Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.

3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. If, during the past three years, recipients have been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency (LEP)), sex, age, disability, religion, or familial status, recipients must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS FAO and the DHS Office of Civil Rights and Civil Liberties (CRCL) by e-mail at crcl@hq.dhs.gov or by mail at U.S. Department of Homeland Security Office for Civil Rights and Civil Liberties Building 410, Mail Stop #0190 Washington, D.C. 20528.
6. In the event courts or administrative agencies make a finding of discrimination on grounds of race, color, national origin (including LEP), sex, age, disability, religion, or familial status against the recipient, or recipients settle a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS FAO and the CRCL office by e-mail or mail at the addresses listed above.

The United States has the right to seek judicial enforcement of these obligations.

Article III. Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. If you have questions about these procedures, please contact the AFG Help Desk at 1-866-274-0960, or send an email to firegrants@dhs.gov.

Article IV. Acknowledgment of Federal Funding from DHS

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article V. Activities Conducted Abroad

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article VI. Age Discrimination Act of 1975

All recipients must comply with the requirements of the *Age Discrimination Act of 1975* (Title 42 U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

Article VII. Americans with Disabilities Act of 1990

All recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities. (42 U.S.C. §§ 12101- 12213).

Article VIII. Animal Welfare Act of 1966

Where applicable, recipients of financial assistance will comply with the requirements of the Animal Welfare Act, as amended (7 U.S.C. §2131 et seq.), which requires that minimum standards of care and treatment be provided for vertebrate animals bred for commercial sale, used in research, transported commercially, or exhibited to the public. Recipients must establish appropriate policies and procedures for the humane care and use of animals based on the Guide for the Care and Use of Laboratory Animals and comply with the Public Health Service Policy and Government Principles Regarding the Care and Use of Animals.

Article IX. Best Practices for Collection and Use of Personally Identifiable Information (PII)

DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. All recipients who collect PII are required to have a publically-available privacy policy that describes standards on the usage and maintenance of PII they collect. Recipients may also find the DHS Privacy Impact Assessments: [Privacy Guidance](#) and [Privacy template](#) as useful resources respectively.

Article X. Civil Rights Act of 1964 - Title VI

All recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* ([42 U.S.C. § 2000d et seq.](#)), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at [6 C.F.R. Part 21](#) and [44 C.F.R. Part 7](#).

Article XI. Civil Rights Act of 1968

All recipients must comply with [Title VIII of the Civil Rights Act of 1968](#), which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (See [42 U.S.C. § 3601 et seq.](#)), as implemented by the Department of Housing and Urban Development at [24 C.F.R. Part 100](#). The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features. (See [24 C.F.R. § 100.201](#).)

Article XII. Contract Provisions for Non-federal Entity Contracts under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the recipient under the Federal award must contain provisions as required by Appendix II of 2 C.F.R. Part 200, *Contract Provisions for Non-Federal Entity Contracts Under Federal Awards*, including but not limited to the following:

- a. Contracts for more than the simplified acquisition threshold set at \$150,000.

All recipients who have contracts exceeding the acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by Civilian Agency Acquisition Council and the Defense Acquisition Regulation Council as authorized by 41 U.S.C. §1908, must address administrative, contractual, or legal remedies in instance where contractors violate or breach contract terms and provide for such sanctions and penalties as appropriate.

- b. Contracts in excess of \$10,000.

All recipients that have contracts exceeding \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

Article XIII. Copyright

All recipients must affix the applicable copyright notices of [17 U.S.C. §§ 401 or 402](#) and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Article XIV. Debarment and Suspension

All recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) [12549](#) and [12689](#), and [2 C.F.R. Part 180](#). These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred,

suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article XV. Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.

Article XVI. Drug-Free Workplace Regulations

All recipients must comply with the *Drug-Free Workplace Act of 1988* (41 U.S.C. § 8101 *et seq.*), which requires all organizations receiving grants from any federal agency agree to maintain a drug-free workplace. You as the recipient must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 CFR part 3001, which adopts the Government-wide implementation (2 CFR part 182) of sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 8101-8107).

Article XVII. Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies, to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions, or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article XVIII. Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX

All recipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19

Article XIX. Energy Policy and Conservation Act

All recipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article XX. Environmental Planning and Historic Preservation Screening

AFG funded activities that may require an EHP review, involving the installation or requiring renovations to facilities, including but not limited to air compressor/fill station/cascade system (Fixed) for filling SCBA, air improvement systems, alarm systems, antennas, gear dryer, generators (fixed), permanently mounted signs, renovations to facilities, sprinklers, vehicle exhaust systems (fixed) or washer/extractors are subject to FEMA's Environmental Planning and Historic Preservation (EHP) review process. FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders. To access the FEMA's Environmental and Historic Preservation (EHP) screening form and instructions go to our Department of Homeland Security/Federal Emergency Management Agency website at: <https://www.fema.gov/library/viewRecord.do?id=6906>. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. Failure to provide requisite information could result in delays in the release of grant funds.

Article XXI. False Claims Act and Program Fraud Civil Remedies

All recipients must comply with the requirements of 31 U.S.C. § 3729- 3733 which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.)

Article XXII. Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See [OMB Circular A- 129](#).)

Article XXIII. **Federal Leadership on Reducing Text Messaging while Driving**

All recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in [E.O. 13513](#), including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

Article XXIV. **Fly America Act of 1974**

All recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under [49 U.S.C. § 41102](#)) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974* ([49 U.S.C. § 40118](#)) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981 [amendment](#) to Comptroller General Decision B-138942.

Article XXV. **Hotel and Motel Fire Safety Act of 1990**

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, [15 U.S.C. § 2225a](#), all recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, as amended, [15 U.S.C. § 2225](#).

Article XXVI. **Limited English Proficiency (Civil Rights Act of 1964, Title VI)**

All recipients must comply with the *Title VI of the Civil Rights Act of 1964* (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article XXVII. **Lobbying Prohibitions**

All recipients must comply with [31 U.S.C. § 1352](#), which provides that none of the funds provided under an federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt 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 any federal action concerning the award or renewal.

Article XXVIII. **National Environmental Policy Act**

All recipients must comply with the requirements of the [National Environmental Policy Act](#) (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which requires recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article XXIX. **Nondiscrimination in Matters Pertaining to Faith- Based Organizations**

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. All recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article XXX. **Non-supplanting Requirement**

All recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Article XXXI. Notice of Funding Opportunity Requirements

All of the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

Article XXXII. Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.

Article XXXIII. Prior Approval for Modification of Approved Budget

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. § 200.308. For awards with an approved budget greater than \$150,000, you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article XXXIV. Procurement of Recovered Materials

All recipients must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article XXXV. Protection of Human Subjects

Where applicable, recipients of financial assistance will comply with the requirements of the Federal regulations at 45 CFR Part 46, which requires that recipients comply with applicable provisions/law for the protection of human subjects for purposes of research. Recipients must also comply with the requirements in DHS Management Directive 026-04, Protection of Human Subjects, prior to implementing any work with human subjects. For purposes of 45 CFR Part 46, research means a systematic investigation, including research, development, testing, and evaluation, designed to develop or contribute to general knowledge. Activities that meet this definition constitute research for purposes of this policy, whether or not they are conducted or supported under a program that is considered research for other purposes. The regulations specify additional protections for research involving human fetuses, pregnant women, and neonates (Subpart B); prisoners (Subpart C); and children (Subpart D). The use of autopsy materials is governed by applicable State and local law and is not directly regulated by 45 CFR Part 46.

Article XXXVI. Rehabilitation Act of 1973

All recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, as amended, which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article XXXVII. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the recipient's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and

Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article XXXVIII. Reporting Subawards and Executive Compensation

All recipients are required to comply with the requirements set forth in the government-wide Award Term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article XXXIX. SAFECOM

All recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article XL. Terrorist Financing

All recipients must comply with E.O. 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article XLI. Trafficking Victims Protection Act of 2000

All recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the *Trafficking Victims Protection Act of 2000*, (TVPA) as amended by 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference in the award terms and conditions.

Article XLII. Universal Identifier and System of Award Management (SAM)

All recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference in the terms and conditions.

Article XLIII. USA Patriot Act of 2001

All recipients must comply with requirements of the *Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act)*, which amends 18 U.S.C. §§ 175-175c.

Article XLIV. Use of DHS Seal, Logo and Flags

All recipients must obtain permission from their DHS FAO, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XLV. Whistleblower Protection Act

All recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1a. AGREEMENT NO. EMW-2017-FO-04438	2. AMENDMENT NO. 0	3. RECIPIENT NO. 38-6006933	4. TYPE OF ACTION AWARD	5. CONTROL NO. WX02682N2018T
6. RECIPIENT NAME AND ADDRESS Wyoming Department of Public Safety - Fire Division 1250 36th Street SW Wyoming Michigan, 49509-3416	7. ISSUING OFFICE AND ADDRESS Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 POC: Marketa Walker	8. PAYMENT OFFICE AND ADDRESS FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472		
9. NAME OF RECIPIENT PROJECT OFFICER Brian Bennett	PHONE NO. 6162499722	10. NAME OF PROJECT COORDINATOR Catherine Patterson	PHONE NO. 1-866-274-0960	
11. EFFECTIVE DATE OF THIS ACTION 22-AUG-18	12. METHOD OF PAYMENT SF-270	13. ASSISTANCE ARRANGEMENT Cost Sharing	14. PERFORMANCE PERIOD From:22-AUG-18 To:21-AUG-19	

Budget Period
From:30-APR-18 To:30-SEP-18

15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
AFG	97.044	2018-F7-C111-P4310000-4101-D	\$0.00	\$138,573.00	\$138,573.00	\$13,857.00
TOTALS			\$0.00	\$138,573.00	\$138,573.00	\$13,857.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Assistance to Firefighters Grant recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
N/A

DATE
N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)
Marketa Walker

DATE
20-AUG-18

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