

Entire Application
DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
Staffing for Adequate Fire and Emergency Response (SAFER)
(General Questions All Applicants)

OMB
Collection
Number:
1660-0135
Expiration Date: 01/31/2021

PAPERWORK BURDEN DISCLOSURE NOTICE
FEMA Form 080-0-4

Public reporting burden for this data collection is estimated to average 9 hours per response for FEMA Form 080-0-4, Staffing for Adequate Fire and Emergency Response (SAFER) (General Questions All Applicants). 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 (1660-0135) 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 Period of Performance (POP).
- * I certify that the applicant organization is aware that this application period is open from 02/15 to 03/22/2019 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: <https://www.fema.gov/media-library/assets/documents/90195>.
- * I certify that the applicant organization is aware that the applicant organization is ultimately responsible for the accuracy of all application information submitted. Regardless of the applicant's intent, the submission of information that is false or misleading may result in actions by FEMA that include, but are not limited to: the submitted application not being considered for award, an existing award being locked pending investigation, or referral to the Office of the Inspector General.
- * I certify that the applicant organization is aware that the grants awarded under this funding opportunity are provided a recruitment period, which begins when the application is approved for award. The recruitment period for grants awarded under the Hiring of Firefighters Activity is 180-days and the period of performance automatically starts after the recruitment period, regardless of whether the grantee has successfully hired the requested firefighters. The recruitment period for Recruitment & Retention of Volunteer Firefighters Activity is 90-days and the period of performance automatically starts after the recruitment period.

* I certify that the applicant organization will, to the extent practicable, seek, recruit, and hire members of racial and ethnic minority groups and women to increase their ranks within their organization.

* I certify that, if awarded under the Hiring of Firefighters Activity, the applicant organization, will assure a policy will be put into place, or is currently in place, ensuring that positions filled under this grant are not discriminated against, or prohibited from, engaging in volunteer firefighting activities in another jurisdiction during off-duty hours. (If applying under the Recruitment and Retention of Volunteer Firefighters Activity, this does not apply, however, in order to move forward in the application process, you must complete this question).

Signed by **Robert Fite** on **2019-03-21 19:37:34.0**

Overview

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

Yes, I am a member/officer of this applicant

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

Note: Fields marked with an asterisk (*) are required.

| Preparer Information | |
|----------------------|--------------------------------------|
| Preparer's Name | |
| Address 1 | |
| Address 2 | |
| City | |
| State | |
| Zip | - |
| | Need help for ZIP+4? |
| Primary Phone | Ext. work |
| Email | |

In the space below please list the person your fire department or organization has selected to be the **Primary Point of Contact** for this grant. This should be an officer, member, or employee of the fire department or organization applying for the grant that will see the grant through completion, has the authority to make decisions on and to act upon this grant application.

The Primary Contact, as listed below, is the person for which all exchanges of information will be made relative to the application; all information provided must be specific to the contact listed. The Primary Contact must be an employee of the fire department or organization applying for the grant and shall not be a grant writer or a non-employee of the fire department or organization.

In addition to the Primary Contact information, you will be asked to provide two (2) Alternate Points of Contact on the next page. The Alternate Contacts must be familiar with the application and must be able to answer any questions relative to this application in the event that Primary Point of Contact is unavailable. When you are finished, click the Save and Continue button below.

Reminder: Please list only phone numbers and an email address where we can get in *direct contact* with the respective point of contact(s). If this contact changes at any time during the period of performance please update this information.

Note: Fields marked with an asterisk (*) are required.

| Primary Point of Contact | |
|--------------------------|--------|
| * Title | Chief |
| Prefix | Select |

| | |
|-------------------|-----------------------------|
| * First Name | Robert |
| Middle Initial | |
| * Last Name | Fite |
| * Primary Phone | 972-237-8315 Ext. Type work |
| * Secondary Phone | 817-946-7502 Ext. Type cell |
| Optional Phone | Ext. Type Select |
| Fax | |
| * Email | rfite@gptx.org |
| | |

Contact Information

| Alternate Contact 1 Information | |
|---------------------------------|-----------------------------|
| * Title | Captain |
| Prefix | N/A |
| * First Name | John |
| Middle Initial | |
| * Last Name | Stevenson |
| * Primary Phone | 972-237-8301 Ext. Type work |
| * Secondary Phone | 817-941-3753 Ext. Type cell |
| Optional Phone | Ext. Type Select |
| Fax | |
| * Email | jstevenson@gptx.org |

| Alternate Contact 2 Information | |
|---------------------------------|-----------------------------|
| * Title | Chief |
| Prefix | N/A |
| * First Name | Charles |
| Middle Initial | |
| * Last Name | Grippin |
| * Primary Phone | 972-237-8302 Ext. Type work |
| * Secondary Phone | 817-542-5602 Ext. Type cell |
| Optional Phone | Ext. Type Select |
| Fax | |
| * Email | cgrippin@gptx.org |

Applicant Information

EMW-2018-FH-00242

Originally submitted on 03/21/2019 by Robert Fite (Userid: grandprairiefd)

Contact Information:**Address: 1525 Arkansas****City: Grand Prairie****State: Texas****Zip: 75052****Day Phone: 9722378301****Evening Phone:****Cell Phone: 8179413753**

Email: rfite@gptx.org

Application number is EMW-2018-FH-00242

| Applicant Information | |
|---|---|
| * Organization Name | Grand Prairie Fire Department |
| * What kind of organization do you represent? | All Paid/Career |
| If you answered "Combination" above, what is the percentage of career members in your organization? | % |
| * Type of Jurisdiction Served | City |
| If "Other", please enter the type of jurisdiction served | |
| * In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located? | Dallas |
| 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 Grand Prairie |
| * 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 | 317 College |
| Mailing Address 2 | PO Box 534045 |
| * City | Grand Prairie |
| * State | Texas |
| * Zip | 75050 - 5636 Need help for ZIP+4? |
| * Employer Identification Number (e.g. 12-3456789) Note: This information must match your SAM.gov profile. | 75-6000543 |
| * 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 select Yes above) | <input checked="" type="checkbox"/> |
| * What is your 9 digit DUNS number ? | 010597169 (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. | <input checked="" type="checkbox"/> |
| Headquarters or Main Station Physical Address | |
| * Physical Address 1 | 1525 Arkansas |
| Physical Address 2 | |

| | |
|---|--|
| * City | Grand Prairie |
| * State | Texas |
| * Zip | 75052 - 5636 Need help for ZIP+4? |
| Mailing Address | |
| * Mailing Address 1 | 317 College |
| Mailing Address 2 | PO Box 534045 |
| * City | Grand Prairie |
| * State | Texas |
| * Zip | 75050 - 5636 Need help for ZIP+4? |
| Bank Account Information | |
| * The bank account being used is: (Please select one from 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 | 111900659 |
| * Your account number | 1787947785 |
| Additional Information | |
| * For this fiscal year (Federal) is your jurisdiction receiving Federal funding from any other grant program that may duplicate the purpose and/or scope of this grant request? | No |
| * 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 (4000 characters) : | |

Applicant Characteristics (Part I)

| | |
|---|--|
| * Is this application being submitted on behalf of a Federal Fire Department or organization contracted by the Federal government which is solely responsible for the suppression of fires on Federal property? | No |
| * Please indicate the type of community your organization serves. | Urban |
| * Please describe your organization and/or the community that you serve (2000 characters) . | The city of Grand Prairie Fire Department is a diverse, progressive, professional service that has been serving this community for over 100 years. We protect about 193,837 citizens with a seasonal increase of over 55,000 due to our many and varied entertainment areas. We provide a full array of services including Fire response, Advanced Life Support treatment and transport, Hazardous Materials mitigation, Swift Water Rescue, State and Local Dive Rescue Response, Confined Space Rescue, Collapse Rescue Operations, Technical, and Heavy Vehicle Rescue. All of which is in addition to strong community outreach and educational programs. We provide these services in a geographic space defined by transecting interstate rail and road transportation corridor restrictions, and a regional reservoir and Dam that make up more than 11% of our overall mass. We are one of the very few cities located in the center of the Dallas/Fort Worth area with a regional |

| | | |
|---|--|--|
| | population over 7 million. We are one of the very few cities that are not land locked, operates within 4 counties, is home to 61 public schools from 6 different school districts, and we are also home to the 4th largest industrial and warehousing district in the United States. | |
| * What is the square mileage of your first-due response area? Primary/First Due Response Area is a geographical area proximate to a fire or rescue facility and normally served by the personnel and apparatus from that facility in the event of a fire or other emergency and does not include daily or seasonal population surges. | 130 | |
| * What percentage of your primary response area is protected by hydrants? | 90 % | |
| * Does your organization protect critical infrastructure? | Yes | |
| If Yes, please describe the critical infrastructure protected (3000 characters) . | | |
| Federal Buildings, State Buildings, County Buildings, Regional Dam and Reservoir, Trinity River Authority regional waste water treatment facility, Federal and State Highways, Two railroad lines, Telecom infrastructure and National Stockpile Cache | | |
| (Percentages in three answers below must sum up to 100%) | | |
| * How much of your primary response area is for agriculture, wildland, open space, or undeveloped properties? | 10% | |
| * What percentage of your primary response area is for commercial and industrial purposes? | 40 % | |
| * What percentage of your primary response area is used for residential purposes? | 50 % | |
| | | |
| * How many occupied structures (commercial, industrial, residential, or institutional) in your primary response area are more than three (3) stories tall? Do not include structures which are not regularly occupied such as silos, towers, steeples, etc. | 75 | |
| * What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served? | 193837 | |
| * Do you have a seasonal increase in population? | Yes | |
| If Yes what is your seasonal increase in population? | 55000 | |
| * How many stations are operated by your organization? | 10 | |
| * Please indicate if your department has a formal automatic/mutual aid agreement with another community or fire department and the type of agreement that exists. | Both automatic and mutual aid | |
| * What services does your organization provide? | | |
| Advanced Life Support Airport Rescue Firefighting (ARFF) Basic Life Support | Emergency Medical Responder Haz-Mat Operational Level Haz-Mat Technical Level Maritime Operations/Firefighting | Rescue Operational Level Rescue Technical Level Structural Fire Suppression Wildland Fire Suppression |
| SAFER intends to improve local fire departments' staffing and deployment capabilities so they may more effectively respond to emergencies. With the enhanced staffing, a SAFER grant recipient's response time will be reduced sufficiently and an appropriate number of trained personnel will be assembled at the incident scene. | | |
| The following questions are designed to help us understand the staffing changes that have occurred in your department over the past several years and how the grant will assist in improving your staffing levels. The information provided must be a true and accurate depiction of your department on the timelines listed below. | | |
| Use the following definitions when completing the table below. | | |

Total # of Operational Career Personnel — this number represents the total number of **full-time operational career personnel** employed by your department on the dates indicated. (Note: only operational personnel — including operational officers - should be included)

Operational Officers — of the operational career personnel indicated in the "Total # of Operational Career Personnel" question, how many of those serve in **operational officer-level (both command and company) positions**?

NFPA Compliance — of the "Total # of Operational Career Personnel" indicated, how many are assigned to **field or response apparatus positions that directly support the department's compliance** with NFPA 1710 (Section 5.2.4.1 — Single-Family Dwelling Initial Full Alarm Assignment Capability) or NFPA 1720 (Section 4.3 — Staffing and Deployment)? (**Note:** Officers should **only** be included in this number if they **directly support the department's compliance** with NFPA 1710 or NFPA 1720 compliance)

Note: The number of **career personnel** in any of these fields should include positions which are job-shared. Job-shared positions will be counted as one (1) regardless of how many personnel fill those positions.

For more information regarding these standards please see the Notice of Funding Opportunity or go to www.nfpa.org/freeaccess

* What is the department's current (at the start of the application period) budgeted operational staffing level? (NOTE: include all budgeted positions, even if they are not currently filled)

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| | Total # of Operational Career Personnel | # Operational Officers | # NFPA Support |
|---|---|------------------------|----------------|
| * Staffing levels at the start of the application period | 208 | 45 | 132 |
| * Staffing levels at one year prior to the start of the application period | 197 | 45 | 132 |
| * Staffing levels at two years prior to the start of the application period | 174 | 45 | 132 |
| * If awarded this grant, what will the staffing levels be in your department? Note: These numbers should reflect the staffing levels at the start of the application period plus the number of positions being requested in the application. (Whole Numbers only) | 214 | 45 | 138 |

* Please provide details on the department's existing staffing model to include the number of shifts, number of positions per shift, chief level officer staffing per shift (i.e., Battalion Chief, District Chief, etc.), and contracted work hours. (3000 characters)

The Grand Prairie Fire Department operates three shifts working on a 24/48 schedule. Within those three shifts are a North Zone and the South Zone commanded by a Battalion Chief in each. We currently operate 8 front-line engines, 4 aerial apparatus, 7 front-line MICU ambulances, one EMS shift supervisor per shift and an online investigator. Our MICU's are staffed with 2 firefighter paramedics at all times. Our aerial apparatus are staffed with a minimum of 4 personnel at all times and our frontline engines are staffed with 3 personnel. All full-time positions are funded for at least 2080 hours per year.

* Does your department utilize part-time paid firefighters?

No

If Yes, please provide details on how the part-time firefighters are used within your department to include the number of part-time firefighters, the number of full-time, NFPA compliant positions these part-time firefighters occupy, if applicable, and how they are scheduled to meet your staffing needs (3000 characters) .

We do not utilize part-time paid firefighters.

* Does your department utilize reserve/relief paid firefighters?

No

If yes, please provide details on how the reserve/relief firefighters are used within your department to include the number of reserve/relief firefighters, the number of full-time, NFPA compliant positions these part-time firefighters occupy, if applicable, and how they are scheduled to meet your staffing needs (3000 characters) .

We do not use reserve/relief paid firefighters.

| | |
|---|-----|
| * Do you currently report to the National Fire Incident Reporting System (NFIRS)? | Yes |
|---|-----|

Applicant Characteristics (Part II)

| | 2019 | 2018 | 2017 |
|---|------|------|------|
| * What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years? | 0 | 4 | 2 |
| * What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years? | 0 | 6 | 19 |
| * 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? | 0 | 10 | 10 |

| | |
|--|---|
| * What is your department's operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) related to fire-related programs and emergency response for the current (at time of application) fiscal year? | Fiscal Year: 2019 Budget: \$ 32,844,176 |
| * What was your department's operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) related to fire-related programs and emergency response for the previous three fiscal years? | Fiscal Year: 2018 Budget: \$ 31,645,500 Fiscal Year: 2017 Budget: \$ 29,692,556 Fiscal Year: 2016 Budget: \$ 28,787,676 |
| Please indicate in the text box next to each of the budget figures what fiscal year that amount pertains to. | |
| * What percentage of your operating budget is dedicated to personnel costs (salary, benefits, overtime costs, etc.)? | 91 % |
| * 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 these funds (1000 characters) . | |
| * What percentage of your annual operating budget is derived from: Enter numbers only, percentages must sum up to 100% | |

| | |
|--|------|
| <u>Taxes?</u> | 88 % |
| Bond Issues? | 0 % |
| <u>EMS Billing?</u> | 10 % |
| Grants? | 2 % |
| Donations? | 0 % |
| Fund drives? | 0 % |
| <u>Fee for Service?</u> | 0 % |
| Other? | 0 % |
| If you entered a value other than 0 into the "Other" field, please explain (1000 characters) : | |

* How many **frontline** vehicles does your organization have in each of the types or classes of vehicle listed below that respond to **first alarm assignments in support of NFPA 1710/1720**? You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or

lease by your organization but not yet in your possession. Enter numbers only and enter 0 if you do not have any of the vehicles below.

| Type or Class of Vehicle | Number of Frontline Vehicles | Total Number of Available Riding Positions | Total Number of Filled 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 | 8 | 32 | 24 |
| Ambulances for transport and/or emergency response | 9 | 18 | 18 |
| Tankers or Tenders (pumping capacity of less than 750 gallons per minute (gpm) and water capacity of 1,000 gallons or more) | 0 | 0 | 0 |
| Aerial Apparatus: Aerial Ladder Truck, Telescoping, Articulating, Ladder Towers, Platform, Tiller Ladder Truck, Quint | 4 | 16 | 16 |
| 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 | 3 | 12 | 0 |
| Rescue Vehicles: Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle, Hazardous Materials Unit | 1 | 4 | 0 |
| 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 | 4 | 14 | 4 |

Please use this comments section if you wish to provide any additional information with regards to the **Type or Class of Vehicle** section above (2000 characters) .

Department Call Volume

| | 2018 | 2017 | 2016 |
|---|--------------|--------------|--------------|
| * 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 | 499 | 507 | 495 |
| Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200 | 30 | 15 | 20 |
| Rescue & Emergency Medical Service Incident - NFIRS Series 300 | 13644 | 13674 | 13629 |
| Hazardous Condition (No Fire) - NFIRS Series 400 | 497 | 463 | 411 |
| Service Call - NFIRS Series 500 | 1488 | 1399 | 1362 |
| Good Intent Call - NFIRS Series 600 | 1565 | 1529 | 1397 |
| False Alarm & False Call - NFIRS Series 700 | 1200 | 1068 | 1084 |
| Severe Weather & Natural Disaster - NFIRS Series 800 | 4 | 8 | 6 |
| Special Incident Type - NFIRS Series 900 | 25 | 23 | 36 |
| Total | 18952 | 18686 | 18440 |

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) | 160 | 162 | 154 |
| Of the NFIRS Series 100 calls, how many are "Vehicle Fire" (NFIRS Codes 130-138) | 99 | 165 | 136 |
| Of the NFIRS Series 100 calls, how many are "Vegetation Fire" (NFIRS Codes 140-143) | 111 | 104 | 77 |
| Total | 370 | 431 | 367 |
| What is the total acreage of all vegetation fires? | 25 | 40 | 30 |

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) | 1305 | 1344 | 1343 |
| Of the NFIRS Series 300 calls, how many are "Extrications from Vehicles" (NFIRS Code 352) | 7 | 8 | 6 |
| Of the NFIRS Series 300 calls, how many are "Rescues" (NFIRS Codes 300, 351, 353-381) | 215 | 154 | 90 |
| How many EMS-BLS Response Calls | 0 | 0 | 0 |
| How many EMS-ALS Response Calls | 13644 | 13674 | 13629 |
| 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 |
| Total | 15171 | 15180 | 15068 |

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? | 3 | 3 | 0 |
| How many times did your organization receive Automatic Aid? | 3 | 2 | 6 |
| How many times did your organization provide Mutual Aid? | 12 | 11 | 13 |
| How many times did your organization provide Automatic Aid? | 4 | 2 | 6 |
| Of the Mutual and Automatic Aid responses, how many were structure fires? | 8 | 6 | 9 |

Request Details

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

| Activity | Number of Entries | Total Cost |
|--|-------------------|------------|
| Hiring of Firefighters | 1 | 1,622,628 |

FEMA Form 080-0-4**Hiring of Firefighters**

* 1. Select which line-item below best describes your organization and the NFPA standard you are attempting to meet.

| NFPA Requirements | | | | | | |
|-------------------|---|----------------------------|-----------------------------|-------------------|---------------|-------------------|
| Check One | NFPA Standard (see the Notice of Funding Opportunity for more detail regarding these standards) | Department Characteristics | Demographic | Assembly Staffing | Response Time | Frequency of Time |
| X | 1710 | Career | With Aerial | 15 | 8 min | 90% |
| | 1710 | Career | Without Aerial | 14 | 8 min | 90% |
| | 1720 - Urban | Urban Combo/Vol | > 1,000 pop/square mile | 15 | 9 min | 90% |
| | 1720 - Suburban | Suburban Combo/Vol | 500 - 1,000 pop/square mile | 10 | 10 min | 80% |
| | 1720 - Rural | Rural Combo/Vol | < 500 pop/square mile | 6 | 14 min | 80% |
| | 1720 - Remote | Remote Combo/Vol | Travel > 8 mi | 4 | n/a | 90% |

| | |
|---|---|
| <p>* 2. Based on the current staffing levels, how often does your department meet the NFPA assembly requirements as indicated in the table above for the department's primary/first due response area?</p> <p>NOTE: If your department utilizes overtime to fill positions to ensure you are meeting applicable NFPA staffing and deployment standards, you should remove the number of positions filled by overtime from your calculations.</p> | <p>Very Often (60 to 79%) Help</p> |
| <p>* 2a. If awarded the number of positions requested in this application, how often do you anticipate that your department will meet the NFPA assembly requirements as indicated in the table above?</p> | <p>Always (100%) Help</p> |
| <p>* 3. Based on the current staffing levels, what is the average actual staffing level on your first arriving engine company or vehicle capable of initiating suppression activities on the number of structure fires indicated in the "Department Call Volume" section of your application? (Up to one decimal i.e., 2.5)</p> <p>NOTE: If your department utilizes overtime to fill positions to ensure you are meeting applicable NFPA staffing and deployment standards, you should remove the number of positions filled by overtime from your calculations.</p> | <p>3</p> |
| <p>* 3a. If awarded the number of positions requested in this application, what will be the average actual staffing level on your first arriving engine company or vehicle capable of initiating suppression activities on the number of structure fires indicated in the "Department Call Volume" section of your application? (Up to one decimal i.e., 2.5)</p> | <p>4</p> |
| <p>* 4. Describe the department's step-by-step hiring process (application period, written test, physical, approval). The timeline for each step must be included and you must discuss how long, after award, you will be able to start a recruit class. If you are requesting more positions than can be trained in one recruit class, please discuss when you will be able to hold the second class. (2000 characters) .</p> | <p>The Grand Prairie Fire Department's hiring process is in accordance with Chapter 143, Local Government Code for Municipal Civil Servants, Fire and Police. Potential recruits are invited to participate in a written examination. Upon completion of the written examination, prospects are placed on an order-of-merit list in accordance with their scores. All applicants are then required to take and pass, a pre-employment physical agility test to demonstrate their ability to perform the essential functions of the job. Those applicants that successfully complete the physical agility will then be given a Grand Prairie Fire Department</p> |

| | |
|---|--|
| | <p>application packet and polygraph packet. Appointments will be made, in accordance with the order of the merit list, for an oral interview. All applicants shall be required to pass an Oral Review Board as established by the Fire Chief. If the applicant has passed the Oral Review Board they will be given a conditional job offer. All applicants with conditional offers of employment are required to pass, prior to appointment, a pre-employment medical, psychological and polygraph examination to determine the applicant's mental and physical ability to perform the essential functions of the job. This process is usually completed within 45 days of initial testing. If the applicant has successfully completed the required steps they will begin the in-take process for the City along with the ordering of uniforms. This step is usually completed within 14 days. Our goal is to proctor a written examination and within 60 days have the applicant gainfully employed with the City of Grand Prairie. They are then scheduled into one of our regional Fire Training academies, this training generally lasts 3-4 months. No later than 180 days from the initial entrance exam the recruit will be assigned to his Field Training Officer and the hiring process is complete.</p> |
| * 5. How many recruits can be trained in one academy class? | 10 |
| * 6. Does the department need governing body approval to accept the award and hire the positions? | No |
| 6a. If yes, provide details on the timeline needed for acceptance. (1000 characters) | |
| * 7. Is your request for hiring firefighters based on a risk analysis, staffing needs analysis, or an Insurance Services Office (ISO) rating? | Yes |
| 7a. If Yes, describe how the analysis was conducted and the outcome of the analysis or ISO rating. (1000 characters) | Both a risk analysis and a staffing needs analysis were conducted to determine if safe, optimal staffing was being accomplished under our current staffing levels. A team was assembled using in-house and out-sourced professionals to conduct and oversee the process. After careful consideration of the size, geographic nature, density and proximity to Federally identified terrorist threat hazards, it was noted that the City of Grand Prairie Fire Department was decidedly understaffed. With the successful awarding of this grant we will be one step closer to closing the identified gap in our staffing model. |
| * 8. If awarded a grant, will you provide the new hires with entry-level physicals in accordance with NFPA 1582: Standard on Comprehensive Occupational Medical Program for Fire Departments 2013 Edition, Chapter 6? | No, but will provide other physicals not to NFPA 1582 specifications |
| * 9. Do you currently provide annual medical/physical exams in accordance with NFPA 1582: Standard on Comprehensive Occupational Medical Program for Fire Departments 2013 Edition, Chapter 6? | No, but will provide other physicals not to NFPA 1582 specifications |
| * 10. Will the personnel hired meet the minimum EMS training and certification as required by your Authority Having Jurisdiction (AHJ)? | Yes |
| * 11. Does your department currently have a policy in place to recruit and hire veterans? | Yes |
| 11a. If yes, please provide a brief description of the policy in place (1000 characters). | The city of Grand Prairie awards an additional 5 points to the entrance examination for those participants who provide a valid DD-214 indicating honorable military experience. |

| | |
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| * 12. Is it your department's intent to sustain the positions filled under this grant after the completion of the period of performance? | Yes |
| 12a. If yes, please provide a brief description on how the positions will be sustained. (1000 characters) | We have a large number of our members who were all hired within the same time frame currently eligible for retirement. We have seen a steady outflow of members retiring over the last several years and have struggled to replace their positions. With the approval of this grant and the successful hiring of these 6 new members we will easily be able to absorb them through attrition of our retirees and the continual hiring process in-place. |

FEMA Form 080-0-4a

Budget Item

| | | | | | |
|--|--|----------------|-----------|------------------|-----------|
| * How many full-time firefighter positions, including positions that will be job-shared, are you requesting? "Full-time" is considered 2,080 hours or more worked per year and entitles the employee to receive benefits earned by the other full-time employees in the organization. "Job-share" is the term used to describe the hiring of more than one person to fill one full-time position. Part-time positions are less than 2,080 hours per year. Often part-time employees do not earn benefits or do not earn them at the same rate or level as full-time employees | 6 | | | | |
| If you are requesting to fund a full-time position(s) that will be "job-shared" by more than one individual you must indicate how many individuals will fill the position(s), how they will be used and scheduled to fill the position(s), and provide an explanation as to why the position will be shared. (1000 characters) | These positions will not be job-shared. | | | | |
| * What are the current usual annual costs of a first-year firefighter in your department? "Usual annual costs" includes the base salary (exclusive of non-FLSA overtime) and the standard benefits package (including the average health cost, dental, vision, FICA, life insurance, retirement/pension, etc.) offered by the fire departments to first-year (i.e. entry-level) firefighters. | <table border="1"> <tr> <td>Annual Salary:</td> <td>\$ 64,696</td> </tr> <tr> <td>Annual Benefits:</td> <td>\$ 25,450</td> </tr> </table> | Annual Salary: | \$ 64,696 | Annual Benefits: | \$ 25,450 |
| Annual Salary: | \$ 64,696 | | | | |
| Annual Benefits: | \$ 25,450 | | | | |
| * What costs are included in the standard benefits package your department provides to first-year firefighters? You must provide details on the dollar amounts or percentages for each benefit being provided (health costs (family, employee only, employee plus one), dental, vision, FICA, life insurance, retirement/pension, etc.). (2000 characters) NOTE: Failure to provide this information may results in reductions to the requested amounts. | The City of Grand Prairie offers a comprehensive benefits package to all employees. The standard benefits package includes Health, Dental, Vision, Life Insurance tuition reimbursement and TMRS retirement matching. Offered, but not included in the benefits packages are AD&D, additional life insurance and wellness plans. Averages of standard packages provided are: Medical \$289 Dental \$86 Vision \$14 Life Ins \$50 FICA 4,949...7.65% Retirement matching TMRS 17.09%...\$11,057 City portion Health \$9,444 | | | | |

FEMA Form 080-0-4a

Budget

Hiring of Firefighters:

There is a three-year period of performance for grants awarded under the Hiring of Firefighters Activity. The amount of Federal funding provided to a recipient for hiring a firefighter in any fiscal year may not exceed -

- **Year One:** 75 percent of the usual annual costs of a first-year firefighter as provided in the Request Details section;
- **Year Two:** 75 percent of the usual annual cost of a first-year firefighter as provided in the Request Details section;
- **Year Three:** 35 percent of the usual annual cost of a first-year firefighter as provided in the Request Details section.

Review and confirm the budget information below. If you need to change any of the budget amounts on the matrix, you will need to update the information on the previous Request Details screen.

When you are finished, press the **Save and Continue** button below.

| Budget Matrix | | | | |
|---------------------------|--------------------------|---------------------------|--------------------------|------------------|
| | First 12-Month Period | Second 12-Month Period | Third 12-Month Period | Total |
| Personnel | 388,176 | 388,176 | 388,176 | 1,164,528 |
| Benefits | 152,700 | 152,700 | 152,700 | 458,100 |
| Total: | 540,876 | 540,876 | 540,876 | 1,622,628 |
| Total Applicant Share | 135,219 | 135,219 | 351,569 | 622,007 |
| Total Federal Share | 405,657 | 405,657 | 189,307 | 1,000,621 |

FEMA Form 080-0-4a

Narrative Statement for Hiring of FireFighters

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|--|
| * Element #1 - Project Description (30%): |
| <p>* 1a. Why does the department need the positions requested in this application? (2500 characters)</p> <p>The Grand Prairie Fire Department is understaffed for the services we must provide within the geographic restrictions that define our municipality. We are an all hazards, career department that provides full time staffing for Fire response, Advanced Life Support treatment and transport, Hazardous Materials mitigation, Swift Water Rescue, State and Local Dive Rescue Response, Confined Space Rescue, Collapse Rescue Operations, Technical, and Heavy Vehicle Rescue. All of which is in addition to strong community outreach and educational programs. We provide these services in a geographic space defined by transecting interstate rail and road transportation corridor restrictions, and a regional reservoir and Dam. All within a first response territory spanning four counties. The city is also home to the LTV Missile and Space division which produces missiles such as the Scout and MLRS. This division was eventually sold to Lockheed Martin, which continues to operate in Grand Prairie. Grand Prairie is also the North American headquarters for Airbus Helicopters, Inc. Located within our city are 61 schools from 6 different school districts. Our geography coupled with an unprecedented regional population increase of 12% over the last five years, and projected growth nearing an additional 10% in the next five years has depleted our ability to maintain response levels in accordance with NFPA 1710 standards. Staffing analysis reports have upheld this conclusion and our Local Government has acknowledged the immediate need by providing a mid-budget staffing increase of three additional personnel in 2019. We must plan with foresight of the inevitable breaking, not bending, of our ability to serve the citizens of our great city. A recent ISO review of our aerial apparatus indicated a drastic need to emplace an additional aerial in our Southern zone. With the current State political climate and the initiation of Senate Bills to cap the elected governments ability to increase taxes to continue providing the services they have become accustomed to, we must look to funding sources other than taxes to support our staffing needs.</p> |
| <p>* 1b. How will the positions requested in this application be used within the department (e.g., 4th on engine, open a new station, eliminate browned out stations, reduce overtime)? (2500 characters)</p> <p>Grand Prairie Fire Department is working hard to staff all front-line apparatus with 4 personnel as permanent positions.</p> |

The requested 6 SAFER personnel are only a third of our identified needs. By requesting this portion of the needed balance, we will be able to supplant the projected attrition rate and permanently maintain 4 personnel on all front-line apparatus. The addition of the fourth firefighter will help us ensure we maintain our current ISO rating and allow us to meet and sustain the current NFPA 1710 standard.

*** 1c. What specific benefits will the requested positions provide to the department and community? (2500 characters)**

Specifically, awarding this grant will allow us to not only meet NFPA 1710 standards but it will allow the Grand Prairie Fire Department to implement proven life saving measures to our members as well. We will be able to implement a decontamination process for all our members exposed to the carcinogenic products of combustion. It has been well documented the sooner these contaminants are removed, the less likely they are to be absorbed into the body. Our department has been hit with members contracting cancers related to firefighting activities above the median populace average. According to the Surveillance, Epidemiology, and End Results (SEER) Program our department indicates a level of 3.9-4.34% above national averages. A comprehensive decontamination plan is in-process; however, a total implementation will require additional responders on scene within the initial response. It can be argued that later arriving or additional units may be utilized to preform this extremely important task. The size and geographic restrictions which we operate in preclude our ability to deplete additional resources from other coverage areas in our city to provide those additional responders required. The permanent staffing of four firefighters on every frontline apparatus not only allows for safe and effective fire-ground functions to protect and serve our community but it also allows us the ability to implement tactics and techniques which serve our firefighters as well, ensuring long and fulfilling careers of public service.

*** 1d. Describe how funds awarded through this grant would enhance the department's ability to protect critical infrastructure within the primary response area. (2500 characters)**

The City of Grand Prairie Fire Department, as stated above, is an all hazards service providing a full array of services including Fire response, Advanced Life Support treatment and transport, Hazardous Materials mitigation, Swift Water Rescue, State and Local Dive Rescue Response, Confined Space Rescue, Collapse Rescue Operations, Technical, and Heavy Vehicle Rescue. These services were established when gaps in our ability to protect the community were identified over the last twenty years of explosive growth. Our central location within the census of over seven million people lends us to also be the repository of a large amount of the critical infrastructure that provides for the entire area. For this reason, we have had to implement Special Operations Response capabilities in accordance with NFPA 1710, sec 4-4 and 5.4. Example: The main element of our hazardous Materials Response Team is a FEMA Type I resource that responds as a regional asset. They are housed in a single company station with a Mobile Intensive Care Unit (MICU), an Engine, and a quick response Hazardous Materials Truck. This station is the third busiest in our city with almost 3000 calls for service annually. They also provide fire suppression for our municipal airport which happens to be one of the busiest in the region. This station is only staffed with five personnel, two firefighters on the ALS MICU and three to staff the Engine, in a city that ran more than 350 hazardous material calls in 2018. This station is also the primary response to Interstate 20 which transects our city. Interstate 20 also happens to be the primary hazardous cargo route through the region and is also the main route for Federal Radioactive Waste shipments. Our primary response area also includes a regional reservoir and Dam, Department of Defense contractors for aerospace and missile defense technologies, the fourth largest industrial and warehousing complex in the United States, along with the regional waste water treatment facility, just to name a few. The addition of just 1 firefighter per shift from this SAFER grant to station 5 would provide for a 10-fold safety factor increase based on National studies. With the awarding of this grant we would not only the ability to fully staff station 5 but we would be able to fully staff those districts that border station 5 as well. This is an immeasurable force multiplier towards the mitigation of any critical infrastructure insult that may be experienced.

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

*** 2a. Explain how the community and the current firefighters employed by the department are at risk without the positions requested in this application? (2500 characters)**

NFPA President James Shannon cited in testimony before the U.S. House of Representatives that fire departments have insufficient staffing on responding fire apparatus to safely and effectively fight a fire inside a building in accordance with NFPA 1710. Moreover, five or six on-duty members are recommended in jurisdictions with tactical hazards, high-hazard occupancies, high-incident frequencies, geographical restrictions, or other pertinent factors as identified by the authority having jurisdiction (AHJ). Of which, the Grand Prairie Fire Department has identified in their first response area. Fireground effectiveness may be compromised when staffing falls below four firefighters per company. Tests conducted with the Houston Fire Department indicated that staffing below a crew size of four can overtax the operating force and lead to higher losses. Jurisdictions with minimum staffing levels may have to take units out of service if they do not have the funds to support the additional personnel overtime. The District Chiefs, Technical Advisory Committee (DCTAC) conducted a study of the Houston Fire Department, which determined that fire apparatus staffing is an even greater citizen safety issue than a firefighter safety matter. The report termed the understaffing situation a crisis situation that demands immediate intervention. Maintaining the same number of firefighters while increasing the tasks fire departments are to accomplish causes the department to delay some of the required tasks or to try to perform all tasks unsafely with inadequate staff, according to the study. It has also been well documented that: 1. Firefighters working in understaffed environments are too often expected to perform beyond their capabilities. 2. Inadequate staffing creates a cumulative effect of operational ineffectiveness caused by combined delays and lost functions of crews. 3. Understaffing increases physiological stress on firefighters, as they try to compensate. Over the past twenty years, The Grand Prairie Fire Departments responses have expanded to include emergency medical services, terrorism response, hazardous materials response and mitigation, natural disaster response, specialized rescue, and responses to other community needs. We need adequate firefighting staff to deploy resources to meet emerging trends in technology and fire science. Without the human capital investment there is no way to design an acceptable level of resource deployment based on risks.

*** 2b. How will that risk be reduced if awarded? (1500 characters)**

Maintaining the same number of firefighters while increasing the tasks fire departments are to accomplish causes the department to delay some of the required tasks or to try to perform all tasks unsafely with inadequate staff, according to the study. It has also been well documented that: 1. Firefighters working in understaffed environments are too often expected to perform beyond their capabilities. 2. Inadequate staffing creates a cumulative effect of operational ineffectiveness caused by combined delays and lost functions of crews. 3. Understaffing increases physiological stress on firefighters, as they try to compensate. Over the past twenty years, The Grand Prairie Fire Departments responses have expanded to include emergency medical services, terrorism response, hazardous materials response and mitigation, natural disaster response, specialized rescue, and responses to other community needs. Firefighting and risk analysis have undergone a multitude of changes in the last thirty years. The recent NIST studies have furthered our way of analyzing and processing fireground risk assessment and simply stated, a shared load will reduce physiological stress, overcompensation and increase operational effectiveness and enhance situational awareness. Each of these synergistically reduce firefighter injuries and fatalities.

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

*** 3a. Provide an income versus expenses breakdown of the current annual budget as indicated in the Applicant Characteristics section of the application. (2500 characters)**

The FY19 expenditures for the department are \$32,695,325. The breakdown is as follows: \$29,702,460 for Personnel services and benefits, \$1,124,950 for Administrative Support, \$415,984 for Equipment and Tools, \$1,096,694 for Apparatus and Facilities, and \$355,237 for Clothing and Gear. Overall, 91% of our complete operating budget is invested into the staffing and benefits. The total revenue created by the department is \$3,971,970. The breakdown of the revenue is as follows: \$2,816,825 from all Emergency Medical Services billing, \$860,000 from the State Medicaid payment, \$115,000 from Hazardous Materials billing, \$62,175 from medical subscriptions, and \$117,970 from permits and reimbursements. Overall, the department costs the city General Fund a loss of \$28,723,355 for FY 19.

*** 3b. Describe the department's budget shortfalls and inability to address financial needs without federal assistance. (2500 characters)**

With our current State of Texas political climate and the initiation of Senate Bill 2 to cap the municipality's ability to increase taxes proportional to needs, we cannot continue providing the level of service demanded. All city departments were mandated to be very conservative for future budgets, meaning no new positions, due to the pending TX Legislative changes on property taxes and the potential revenue cap we may be under. As previously stated, our department already operates at a city General Fund loss of nearly \$29 million. Our department has explored several options to increase funding, including adopting and modifying ordinances to increase revenue flow. However, there are no other avenues, currently available, that allow a full career department in an urban setting to generate the revenue required in order to meet the NFPA staffing models. In effect, this is exactly the spirit of the SAFER grant as it was introduced. We must be forward thinking in our requisite staffing predictions in order protect ourselves and our community.

*** 3c. What other actions has the department taken to obtain funding elsewhere (e.g., state assistance programs, other grant programs)? (2500 characters)**

The department evaluated using a fee to be added onto the water bill of all residential and commercial water accounts , however, this fee is not allowed by the State of Texas unless the city population is at least 225K. The department also considered using the revenue from the State Medicaid payment but this payment should be used to supplement the department's financial losses related to operating the emergency medical ambulance service.

*** 3d. Discuss how the critical functions of the department are affected without this funding. (2500 characters)**

Without this funding the Grand Prairie Fire Department will be unable to continue providing all of the services this community and region require. Cuts will have to come from somewhere and typically those begin in the Special Operations area. Our apparatus will continue to respond, inadequately staffed, to fire and EMS calls for service and our members will preform with competence and compassion in a professional manner. However, the level of service provided will be diminished. We will not be able to staff the critical functions that are required by Law and National Standards. Which critical function, task or position to go unfilled will have to be determined by the Incident Commander in that moment. Which leads to firefighters working in understaffed environments being expected to perform beyond their capabilities. There will be cumulative effect of operational ineffectiveness caused by combined delays and lost functions of crews. It will increase physiological stress on firefighters as they try to compensate.

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

*** Describe the benefits (e.g., quantifying the anticipated savings and/or efficiencies) the department and community will realize if awarded the positions requested in this application. (3500 characters)**

Quantifying the anticipated efficiencies, the department and the community will realize is best explained by studies in support of SAFER, performed by the U.S. Fire Administration and the National Fire Protection Association, the Boston Globe, and the National Institute for Occupational Safety and Health (NIOSH) which concluded that many fire departments fall below minimum standards for personnel levels. According to these studies, the result of this shortfall can lead to inadequate response to different types of emergency incidents, substandard response times, and an increased risk of firefighter fatalities. With our current response levels, engine companies respond with three personnel. Which is simply not enough people to perform the functions required in the modern fire service. The increase in personnel creates a SAFER working environment and will hopefully decrease the number of work related injuries, decrease property loss and substantially increase lifesaving efforts.

Element #5 - Additional Information : If you have any additional information you would like to include about the department and/or this application in general, please provide below. (2000 characters)

Our fire department is a diverse, progressive, professional service that has been serving this community for over 100 years. We provide a full array of services including Fire response, Advanced Life Support treatment and transport, Hazardous Materials mitigation, Swift Water Rescue, State and Local Dive Rescue Response, Confined Space Rescue, Collapse Rescue Operations, and Heavy Vehicle Rescue. We provide these services in a geographic space defined by transecting interstate rail and road transportation corridor restrictions, and a regional reservoir and Dam that make up more than 11% of our overall mass. We are one of the very few cities located in the Dallas/Fort Worth area that is not land-locked, operates within 4 counties, is home to 61 public schools from 6 different school districts. We have great demands on our services. We are the 15th largest City in Texas. We have a 12.84% poverty rate and a 6% unemployment rate. In 2018 universities in Grand Prairie, TX awarded nearly 2,000 degrees. The student population of Grand Prairie, TX is skewed towards females, with 796 male students and 838 female students. Most students in Grand Prairie are Hispanic or Latino (35.4%), followed by White (29.6%), Black or African American (28.8%). The largest universities in Grand Prairie by number of graduates are Lincoln College of Technology-Grand Prairie (36.2%), Concorde Career College-Grand Prairie (30.7%), and Fortis Institute-Grand Prairie (10%). The most popular majors in Grand Prairie, TX are Welding Technology (11.5%), Practical Nursing, Vocational Nursing, & Nursing Assistants (11.3%), and Automobile Mechanics Technology (5.69%). The city of Grand Prairie prides itself in providing a community approach to maintain an affordable living space to those in our community who are less fortunate. Our community shares in the collective burden of public safety and has done so proudly. We are a World Class city and that has attracted migration from all over our great country.

FEMA Form 080-0-4a

Assurances and Certifications

FEMA Form SF 424B

You must read and sign these assurances. These documents contain the Federal requirements attached to all Federal grants including the right of the Federal government to review the grant activity. You should read over the documents to become aware of the requirements. The Assurances and Certifications must be read, signed, and submitted as a part of the application.

Note: Fields marked with an asterisk (*) are required.

O.M.B Control Number 4040-0007

Assurances Non-Construction Programs

Note: Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

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

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to

EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signed by **Robert Fite** on **03/21/2019**

Form 20-16C

You must read and sign these assurances.

Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters and Drug-Free Workplace Requirements.

Note: Fields marked with an asterisk (*) are required.

O.M.B Control Number 1660-0025

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying" and 44 CFR Part 17, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Homeland Security (DHS) determines to award the covered transaction, grant, or cooperative agreement.

1. Lobbying

A. As required by the section 1352, Title 31 of the US Code, and implemented at 44 CFR Part 18 for persons (entering) into a grant or cooperative agreement over \$100,000, as defined at 44 CFR Part 18, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement and extension, continuation, renewal amendment or modification of any Federal grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all the sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements and sub contract(s)) and that all sub recipients shall certify and disclose accordingly.

2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

A. As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A, the applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

(b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application. (4000 characters)

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

As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Subpart F, for grantees, as defined at 44 CFR part 17, Sections 17.615 and 17.620:

(A) The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the

grant to be given a copy of the statement required by paragraph (a);
 (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement; and
- (2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable awarding office.

(f) Taking one of the following actions, against such an employee, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

(B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance

| Street | City | State | Zip | Action |
|-----------------------------|---------------|-------|-------------|--------|
| 1525 Arkansas Ln, 3rd Floor | Grand Prairie | Texas | 75052 -7401 | |

If your place of performance is different from the physical address provided by you in the Applicant Information, press **Add Place of Performance** button above to ensure that the correct place of performance has been specified. You can add multiple addresses by repeating this process multiple times.

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for FEMA funding. States and State agencies may elect to use a Statewide certification.

Signed by **Robert Fite** on **03/21/2019**

FEMA Standard Form LLL

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

Submit Application

Application 100% complete, Submitted

Please click on any of the following links to visit a particular section of your application. Once all areas of your application are complete, you may submit your application.

| Application Area | Status |
|--------------------------------|--------------------------|
| Applicant's Acknowledgements | Complete |
| Overview | Complete |
| Contact Information | Complete |
| Applicant Information | Complete |
| Applicant Characteristics (I) | Complete |
| Applicant Characteristics (II) | Complete |
| Department Call Volume | Complete |
| Request Details | Complete |
| Budget | Complete |
| Narrative Statement | Complete |
| Assurances and Certifications | Complete |

PLEASE READ THE FOLLOWING STATEMENTS BEFORE YOU SUBMIT.

- **YOU WILL NOT BE ALLOWED TO EDIT THIS APPLICATION ONCE IT HAS BEEN SUBMITTED.**
- **Be sure you have thoroughly reviewed the application before you submit.**
- **If "placeholders" were used, be sure to update the application with the correct information before submitting.**
- **If you are not yet ready to submit this application, save it, and log out until you feel that you have no more changes.**
- **When you submit this application, you, as an authorized representative of the organization applying for this grant, are certifying that the following statements are true:**

To the best of my knowledge and belief, all data submitted in this application are true and correct.

This application has been duly authorized by the governing body of the applicant and the applicant will comply with the terms of the Notice of Funding Opportunity, comply with all the terms and conditions of the grant award, including any special conditions in accordance with the articles of agreement, and comply with all applicable Federal statutory and regulatory requirements, if awarded.

To sign your application, check the box below and enter your password in the space provided. To submit your application, click the Submit Application button below to officially submit your application to FEMA.

Note: The Primary Point Of Contact will be responsible for signing and submitting the application. Fields marked with an asterisk (*) are required.

I, Robert Fite, am hereby providing my signature for this application as of 21-Mar-2019.