



## CAMBRIA COMMUNITY SERVICES DISTRICT

I, Amanda Rice, President of the Cambria Community Services District Board of Directors, hereby call a Special Meeting of the Board of Directors pursuant to California Government Code Section 54956. The Special Meeting will be held: **Monday, July 23, 2018, 10:00 AM, 1000 Main Street Cambria, CA 93428**. The purpose of the Special Meeting is to discuss or transact the following business:

### **AGENDA**

#### **SPECIAL MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS**

**Monday, July 23, 2018, 10:00 AM  
1000 Main Street Cambria, CA 93428**

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the Office of the District Clerk, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at [www.cambriacsd.org](http://www.cambriacsd.org). The District Office hours are Monday - Thursday, and every other Friday from 9:00 a.m. through 4:00 p.m. Please call 805-927-6223 if you need any assistance. If requested, the agenda and supporting documents shall be made available in alternative formats to persons with a disability. The District Clerk will answer any questions regarding the agenda.

#### **1. OPENING**

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Establishment of Quorum**

#### **2. PUBLIC COMMENT ON AGENDA ITEMS**

#### **3. REGULAR BUSINESS (Estimated time: 15 Minutes per item)**

- A. DISCUSSION AND CONSIDERATION TO APPROVE A LETTER OF SUPPORT AND COMPLIANCE TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY FOR THE STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT APPLICATION**

#### **4. ADJOURN**

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **3.A.**FROM: Jerry Gruber, General Manager  
William Hollingsworth, Fire Chief

Meeting Date: July 23, 2018

Subject: DISCUSSION AND CONSIDERATION  
TO APPROVE A LETTER OF  
SUPPORT AND COMPLIANCE TO  
THE FEDERAL EMERGENCY  
MANAGEMENT AGENCY FOR THE  
STAFFING FOR ADEQUATE FIRE  
AND EMERGENCY RESPONSE  
(SAFER) GRANT APPLICATION**RECOMMENDATIONS:**

Staff recommends that the Board of Directors review and discuss information relating to the SAFER Grant and approve or deny a letter of support.

**FISCAL IMPACT:**

Currently the proposed SAFER Grant matching fund portion that CCSD will need to commit to and pay is \$115,000 per year. These funds would need to come from the General Fund and will further deplete the General Fund reserves. This doesn't take into consideration possible increases in variable costs such as Health and Dental Insurance premiums, and PERS Retirement costs.

The current SAFER Grant is structured differently than previous grants offered by FEMA. In this grant cycle, the award period is for three years. For the first two years the required applicant match is 25% of the total cost. For the third year, the required applicant cost is 65%. This is an actual change and improvement from the original FEMA proposal which required an increasing matching percentage of 25%, 50% then 75%.

Grant application breakdown:

	<b>Year 1 (25% match)</b>	<b>Year 2 (25% match)</b>	<b>Year 3 (65% match)</b>	<b>Total</b>
<b>Personnel</b>	169,371	169,371	169,371	508,113
<b>Benefits</b>	129,321	129,321	129,321	387,963
<b>Total</b>	<b>298,692</b>	<b>298,692</b>	<b>298,692</b>	<b>896,076</b>
<b>Total Applicant Share</b>	74,673	74,673	194,149	343,495
<b>Total Federal Share</b>	224,019	224,019	104,543	552,581

Furthermore, you will notice that the SAFER Grant was applied for at the entry level of pay for the projected costs of a Firefighter. These figures come in significantly lower than the projected costs that were identified to fully fund these positions since our projected costs were calculated

by taking an estimated 85% of the Fire Engineer **Top Step** (not entry level) proposed compensation. We do not want to discredit the numbers listed above however, the matching fund figures have not been verified by the Finance Manager or the Administrative Services Officer to determine their accuracy. Actual costs could be higher.

**DISCUSSION:**

It is important to look at the District’s General Fund revenue and expenditures in their totality. An additional \$115,000 per year may seem manageable; however, there are numerous other variables to consider when discussing General Funds. In November of 2000, the CCSD purchased the Fiscalini Ranch Preserve. The upkeep of the ranch comes from General Fund revenues and the ranch has never had an independent source of funding. On average, the ranch has cost the District approximately \$500,000 a year for maintenance. Over an 18-year period of time that equals \$9,000,000. Currently the budget for the Facilities and Resources Department is approximately \$700,000 for fiscal year 2018/2019. In order for General Fund revenues from the Facilities and Resources Department to be freed up, the Board could consider an independent parcel tax to maintain the ranch thus freeing up General Fund revenues to be used in a manner that the Board sees fit. General Fund money could be used in support of the Fire Department’s additional staffing and a Fire Engine vehicle replacement program with the remainder to be put into our General Fund reserves in order to build those reserves to 35% of our annual budget as identified within our reserve fund policy.

At this point in time since the recent defeat of the Ballot Measure A-18, the District is not in a financial position to be able to afford this additional annual cost. The Fire Department budget at the end of fiscal year 2017/2018 is showing a deficit of approximately \$200,000. This is an unaudited statement and is based on the projected revenues estimated from Grant funding that the District did not receive.

With the approval of the Board of Directors, the Cambria CSD Fire Department submitted a Staffing for Adequate Fire and Emergency Response (SAFER) Grant application in April of 2018. The total amount of the grant application is \$896,076. If awarded, the SAFER Grant would partially fund three additional Firefighters for a three-year period.

The intent of the SAFER Grant is to increase staffing to meet NFPA 1710 standards. Adding an additional firefighter to every shift for a total of four personnel on-duty every day would enable compliance with NFPA 1710.

Staff has included the original grant application for the Board of Directors to review. Also attached is the email, and draft of the letter requested by FEMA supporting the SAFER Grant application and ensuring compliance with FEMA hiring procedures. FEMA requires a letter of support from the Board of Directors in order to continue processing the application.

Attachments:           Exhibit A – FEMA Email Requesting Letter of Support and Compliance  
                                  Exhibit B – Draft Letter  
                                  Exhibit C – SAFER Grant Application

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BOARD ACTION:   Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS:   \_\_\_ RICE \_\_\_ BHRINGER \_\_\_ FARMER \_\_\_ WHARTON \_\_\_ PIERSON \_\_\_

**From:** Shelton, Danielle  
**To:** ["wishiwereclimbing@yahoo.com"](mailto:wishiwereclimbing@yahoo.com)  
**Cc:** ["mburkey@me.com"](mailto:mburkey@me.com); [William Hollingsworth](#)  
**Subject:** Cambria Fire Department, California: EMW-2017-FH-00591  
**Date:** Wednesday, July 18, 2018 3:50:28 PM

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Good afternoon:

**Please note that this is not a notification of award nor is it a guarantee that an award will be made to your department; this is simply a request for additional information.**

I am reaching out to you because as indicated in the FY 2017 SAFER application, grants awarded under the *Hiring of Firefighters Activity* require grantees to maintain their staffing levels and incur no lay-offs during the period of performance of the grant. Therefore, it is imperative that your department have the support of your governing body.

In order to ensure that there is a clear understanding of the long-term obligations of a SAFER grant and that, all parties involved are committed to fulfilling those requirements upon acceptance of the award; we are requesting a letter from your governing body stating their commitment of the above requirement.

The letter should be prepared on your governing body's letterhead and addressed to:

Catherine Patterson, Branch Chief  
Assistance to Firefighters Grants Branch

Additionally, your application indicated:

*"Our department was applied and was awarded a SAFER grant in 2014 to fund these positions. This grant funding expired April 24th. Our agency currently has a Measure A-18 on the ballot for vote on June 5th. If the Measure A-18 passes these positions will be funded permanently. If it does not pass we will need to utilize this SAFER grant as we desperately seek a way to permanently fund the position."*

This leads us to the following questions:

1. Are the 3 firefighters funded under the previous SAFER grant (EMW-2014-FH-00935) still with the department?
2. Was this ballot approved?
3. Do you wish to proceed with this application?

You may submit a signed copy of the letter as soon as you are able via fax to 1-866-274-0942 or via e-mail to [firegrants@fema.dhs.gov](mailto:firegrants@fema.dhs.gov) or myself no later than 07/23/2018.

Danielle Shelton, MBA  
Fire Program Specialist  
Federal Emergency Management Agency  
Assistance to Firefighters Grants (SAFER)  
desk: 202-786-0819  
mobile: 202-341-2132  
[danielle.shelton@fema.dhs.gov](mailto:danielle.shelton@fema.dhs.gov)

AFG Help Desk 1-866-274-0960  
[www.fema.gov/firegrants](http://www.fema.gov/firegrants)

*Please remember to include your department name and award number in the subject line on emails regarding all grant-related correspondence.*

**CAMBRIA COMMUNITY SERVICES DISTRICT****DIRECTORS:**

AMANDA RICE, President  
JIM BAHRINGER, Vice President  
HARRY FARMER, Director  
AARON WHARTON, Director  
DAVID PIERSON, Director

**OFFICERS:**

JEROME D. GRUBER, General Manager  
MONIQUE MADRID, District Clerk  
TIMOTHY J. CARMEL, District Counsel

1316 Tamsen Street, Suite 201 • P.O. Box 65 • Cambria CA 93428  
Telephone (805) 927-6223 • Facsimile (805) 927-5584

July 23, 2018

Catherine Patterson, Branch Chief  
Assistance to Firefighters Grants Branch  
RE: Governing Body Letter  
DHS FEMA  
800 K Street NW Mailstop 3620  
Washington DC 20472-3620

Ms. Patterson,

The Cambria Community Services District (CCSD) applied for SAFER grant EMW-2017- FH 00591 requesting additional funding to maintain our engine staffing of four personnel and meet NFPA 1710. CCSD supports the additional positions and associated cost match. CCSD is working toward finding permanent funding of these positions. CCSD will maintain current staffing levels and incur no layoffs during the period of performance for this grant.

Sincerely,

Amanda Rice  
Board President

## 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: 08/31/2017

**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.

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### Applicant's Acknowledgements

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- \* 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 03/26 to 04/27/2018 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](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.
- \* 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 **Emily Torlano Torlano** on 2018-04-16 04:22:53.0

**Overview**

<b>* 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?</b>	
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. Select
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	Captain
Prefix	N/A
* First Name	Emily Torlano
Middle Initial	



* Last Name	Torlano
* Primary Phone	805-540-0716 Ext. Type cell
* Secondary Phone	805-927-6240 Ext. Type work
Optional Phone	Ext. Type Select
Fax	
* Email	wishiwereclimbing@yahoo.com

FEMA Form 080-0-4

### Contact Information

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Alternate Contact 1 Information	
* Title	Engineer
Prefix	N/A
* First Name	Michael
Middle Initial	
* Last Name	Burkey
* Primary Phone	805-927-6240 Ext. 332 Type work
* Secondary Phone	805-464-1457 Ext. Type cell
Optional Phone	Ext. Type Select
Fax	
* Email	mburkey@me.com

Alternate Contact 2 Information	
* Title	Chief
Prefix	N/A
* First Name	William
Middle Initial	
* Last Name	Hollingsworth
* Primary Phone	805-927-6223 Ext. Type work
* Secondary Phone	805-909-0924 Ext. Type cell
Optional Phone	Ext. Type Select
Fax	
* Email	whollingsworth@cambridcsd.org

FEMA Form 080-0-4

### Applicant Information

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EMW-2017-FH-00591

Originally submitted on 04/27/2018 by Emily Torlano (Userid: nicoyaspa)

#### Contact Information:

**Address:** 2850 Burton Dr  
**City:** Cambria  
**State:** California  
**Zip:** 93428  
**Day Phone:** 8059276240  
**Evening Phone:** 8052035377  
**Cell Phone:** 8055400716  
**Email:** wishiwereclimbing@yahoo.com

**Application number is EMW-2017-FH-00591**

Applicant Information	
* Organization Name	Cambria Fire Department
* What kind of organization do you represent?	Combination (Majority Paid/Career)
If you answered "Combination" above, what is the percentage of career members in your organization?	50.00%
* Type of Jurisdiction Served	Unincorporated community
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?	San Luis Obispo
<b>SAM.gov (System For Award Management)</b>	
* 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.	Cambria Fire Department
* 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	2850 Burton Dr.
Mailing Address 2	
* City	Cambria
* State	California
* Zip	93428 - 3908 Need help for ZIP+4?
* Employer Identification Number (e.g. 12-3456789) Note: This information must match your SAM.gov profile.	95-3085608
* Is your organization using the DUNS number of your Jurisdiction?	No, we have our own DUNS number separate from our Jurisdiction.
* 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 type="checkbox"/>
* What is your 9 digit DUNS number?	187421669 (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"/>
<b>Headquarters or Main Station Physical Address</b>	
* Physical Address 1	2850 Burton Dr
Physical Address 2	
* City	Cambria
* State	California
* Zip	93428 - 3908 Need help for ZIP+4?

<b>Mailing Address</b>	
* Mailing Address 1	2850 Burton Dr
Mailing Address 2	
* City	Cambria
* State	California
* Zip	93428 - 3908 <small>Need help for ZIP+4?</small>
<b>Bank Account Information</b>	
* 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	██████████
* Your account number	██████████
<b>Additional Information</b>	
* 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?	Yes
* 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) :	
Cambria Fire Department was awarded a SAFER award EMW-2014-FH-00935. The funding ended 4/24/18.	

FEMA Form 080-0-4

**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.	Rural
* Please describe your organization and/or the community that you serve (2000 characters) .	<p>Cambria Fire Department(CFD) is located on the Central Coast of CA midway between San Francisco and L.A. CFD areas are bordered on 3 sides by rural/ag land and the Pacific Ocean on the fourth. We have 1 of only 5 native Monterey Pine stands in the world is in a very high wildland fire zone. Our isolated community has an overabundance of vegetation and ladder fuels surrounding mostly older, wood-framed structures and we have steep, narrow, winding and unpaved streets with limited ingress and egress, making emergency access and rapid evacuation extremely difficult. CFD is an all risk dept. CFDs first due is 8 sq. mi. w/ 6,032 residents; during peak tourism months and weekends we can exceed 16K. A full 32% of the permanent residents are over the age of 65, which is 3 times the average(2010 US Census). The large elderly population has limited mobility, which increases the incidence of clearing human occupancy and rescuing people who cannot escape at a majority of structure fires we respond to. Conducting a primary search and affecting these rescues in a burning structure is done at significant personal risk to our firefighters and requires adequate staffing.</p> <p>We are a combination dept with 7 career and 10 part-time FFs operating from a single station with 3 on duty 24/7. We</p>

	<p>have 17 FFs certified at FF1 NFPA 1001 standards and 12 at FFII levels. We also have 7- certified EMT-Paramedics and 10- certified EMT-Bs. We are 100% compliant with all NIMS mandates and operate using ICS protocols.</p> <p>CFD provides fire suppression, EMS, rescue, fire prevention, and public education. From the single station we perform mutual aid with 17 FDs affecting 500 FFs and up to 335K people. CFD also provides statewide mutual aid during CAs devastating wildland fires. We rely heavily on auto/mutual aid and because we are so isolated, 30-min. response times are not uncommon, and it can take 45 minutes or longer for an entire first alarm to arrive. We answered 1053 calls in 2017.</p>
<p>* 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.</p>	<p>8</p>
<p>* What percentage of your primary response area is protected by hydrants?</p>	<p>90 %</p>
<p>* Does your organization protect critical infrastructure?</p>	<p>Yes</p>
<p>If Yes, please describe the critical infrastructure protected (3000 characters) .</p>	
<p>Critical Infrastructure and concerns for first-due area:</p> <p>8- mi. Pacific Coast Hwy 1 w/ avg. daily traffic count (ADTC) of 10,400          3- mi. Hwy 46, w/ADTC of 4,600          Monterey Bay National Marine Sanctuary (The Cambria coast and its watershed)          San Simeon Creek, 5 mi., drinking water to 7,000          Santa Rosa Creek, 5 mi., drinking water to 7,000          Desalination plant and brine pond          Wastewater treatment facility          Water storage for community          1- commercial radio antennae, part of the EBS          Native Monterey Pine Forest, 1 of 5 native stands in the world          LPG Distribution pipelines capacity up to 200 psi          Communications switchboard for 10,000          Methyl tertiary-butyl ether (MTBE) clean up facility</p> <p>Within our regular mutual-aid area, we protect the following additional critical infrastructure:</p> <p>46 mi. Pacific Coast Hwy 1 w/ ADTC of 14,000          55 mi. Hwy 46 w/ ADTC of 13,200          Hearst Castle- Hearst San Simeon State Historical Monument (The 2nd most visited tourist attraction in California behind Disneyland)          Los Padres National Forest          Diablo Nuclear Power Plant -18K GW-h of electricity annually          2- Emergency services comm. towers          69 mi. Hwy 101, miles and ADTC of 58K          Cal Poly University ¿ 50K students          Cuesta College with 23K students          Phillips 66 oil refinery -2,055,899 gals. per day          Morro Bay Harbor          Camp San Luis &amp; Camp Roberts Army Bases          San Luis Obispo Airport, 20K pass. per/month          Pacific Coast Railway, 70 mi. of track</p> <p>(Percentages in three answers below must sum up to 100%)</p>	
	<p>30%</p>

* How much of your primary response area is for agriculture, wildland, open space, or undeveloped properties?			
* What percentage of your primary response area is for commercial and industrial purposes?	8 %		
* What percentage of your primary response area is used for residential purposes?	62 %		
* 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.	0		
* What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served?	6032		
* Do you have a seasonal increase in population?	Yes		
If Yes what is your seasonal increase in population?	10000		
* How many stations are operated by your organization?	1		
* 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	Rescue Operational Level		
Basic Life Support	Haz-Mat Operational Level Haz-Mat Technical Level Maritime Operations/Firefighting 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 grantee'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.			
<b>Total # of Operational Career Personnel</b> — this number represents the total number of <b>authorized and funded active, full-time uniformed/operational career personnel</b> employed by your department on the dates indicated. (Note: only operational personnel — including operational officers - should be included)			
<b># Operational Officers</b> — of the operational career personnel indicated in the "Total # of Operational Career Personnel" question, how many of those serve in <b>operational officer-level (both command and company) positions</b> ?			
<b># NFPA Compliance</b> — of the "Total # of Operational Career Personnel" indicated, how many are assigned to <b>field or response apparatus positions that directly support the department's compliance</b> 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 <b>only</b> be included in this number if they <b>directly support the department's compliance</b> with NFPA 1710 or NFPA 1720 compliance)			
Note: The number of <b>career personnel</b> 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 <a href="http://www.nfpa.org/freeaccess">www.nfpa.org/freeaccess</a>			
	<b>Total # of Operational Career Personnel</b>	<b># Operational Officers</b>	<b># NFPA Support</b>
* Staffing levels at the <b>start of the application period</b>	7	4	7

* Staffing levels at one year prior to the start of the application period	10	4	10
* Staffing levels at two years prior to the start of the application period	10	4	10
* 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)	10	4	10
* 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)			
Single station staffs Type 1 Advanced Life Support Engine with three personnel 24 hours/day. One career Captain, a career Engineer, and a part time reserve firefighter respond to all calls in our jurisdiction and also provide automatic and mutual aid county wide. We have a Fire Chief that works M-F and responds when available. Three shifts work 48 hour shifts, A, B, and C rotating 48 on 96 off. Part time firefighters sign up to work 24 hour shifts as available. Note the reserve program is dwindling, and we are unable to retain reserves for long periods of time. Additionally due to high cost of living we only have one reserve that lives in town. Increasing staffing is critical to the future of our department and the safety of our FF's and community.			
* Does your department utilize part-time paid firefighters?	Yes		
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) .			
Reserve firefighters fill in 24 hour shifts as they are available. They are required to be FF1 and EMT. They do the same job as our career members at minimum wage. Scheduling becomes more and more challenging as we lose reserves or they are committed to other full time jobs. Reserves are paged out on general alarms however rarely respond due to distance.			
* 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) .			
* Do you currently report to the National Fire Incident Reporting System (NFIRS)?	Yes		

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**Applicant Characteristics (Part II)**

	2017	2016	2015
* What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years?	0	0	0
* What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years?	1	0	0
* 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	0	0
* What is your department's operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) for the current (at time of application) fiscal year?	Fiscal Year: 2017 Budget: \$ 2,027,059		
* What was your department's operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.)			

for the 2001, 2002, and 2003 fiscal years?  This must be true and accurate budget information for the fiscal years 2001, 2002, and 2003. If you are unable to provide any of the information please ONLY enter a 0 into each of the applicable budget fields and explain in the text box below why you are unable to provide this information.	Fiscal Year 2003 Budget : \$ 0 Fiscal Year 2002 Budget : \$ 0 Fiscal Year 2001 Budget : \$ 0
If you entered 0 for any of the budget fields above, please explain (1000 characters) .	Our department has hired a new finance manager. We will be able to get those numbers however were unsuccessful at providing them in time for this grant application.
* What percentage of your operating budget is dedicated to personnel costs (salary, benefits, overtime costs, etc.)?	45 %
* 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%

Taxes?	90 %
Bond Issues?	0 %
EMS Billing?	0 %
Grants?	8 %
Donations?	0 %
Fund drives?	0 %
Fee for Service?	2 %
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 per Frontline Vehicle
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	2	9	3
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)	1	0	0
Aerial Apparatus: Aerial Ladder Truck, Telescoping, Articulating, Ladder Towers, Platform, Tiller Ladder Truck, Quint	0	0	0
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,	0	0	0

Mini-Pumper, Type III Engine, Type IV Engine, Type V Engine, Type VI Engine, Type VII Engine			
<b>Rescue Vehicles:</b> Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle, Hazardous Materials Unit	1	0	0
<b>Additional Vehicles:</b> 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	10	1
Please use this comments section if you wish to provide any additional information with regards to the <b>Type or Class of Vehicle</b> section above (2000 characters) .	We staff one ALS Type 1 engine daily with a career Captain, career Engineer and part time reserve firefighter. If awarded this grant we will be able to increase staffing to 4 personnel. Our Chief works 10 hour days and also responds when he is available.		

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**Department Call Volume**

	2017	2016	2015
* <b>Summary</b> 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	20	21	23
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	0	0	0
Rescue & Emergency Medical Service Incident - NFIRS Series 300	585	525	540
Hazardous Condition (No Fire) - NFIRS Series 400	37	21	43
Service Call - NFIRS Series 500	131	158	168
Good Intent Call - NFIRS Series 600	110	102	83
False Alarm & False Call - NFIRS Series 700	40	49	63
Severe Weather & Natural Disaster - NFIRS Series 800	5	6	4
Special Incident Type - NFIRS Series 900	3	1	1
<b>Total</b>	<b>931</b>	<b>883</b>	<b>925</b>
<b>FIRES</b>			
* 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)	5	4	6
Of the NFIRS Series 100 calls, how many are "Vehicle Fire" (NFIRS Codes 130-138)	1	0	1
Of the NFIRS Series 100 calls, how many are "Vegetation Fire" (NFIRS Codes 140-143)	7	14	7
<b>Total</b>	<b>13</b>	<b>18</b>	<b>14</b>
What is the total acreage of all vegetation fires?	53820	62	5
<b>RESCUE AND EMERGENCY MEDICAL SERVICE INCIDENTS</b>			
* 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)	21	28	31
Of the NFIRS Series 300 calls, how many are "Extrications from Vehicles" (NFIRS Code 352)	2	0	0
Of the NFIRS Series 300 calls, how many are "Rescues" (NFIRS Codes 300, 351, 353-381)	7	7	6
How many EMS-BLS Response Calls	292	313	336



How many EMS-ALS Response Calls	293	212	204
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
<b>Total</b>	<b>615</b>	<b>560</b>	<b>577</b>

**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?	7	1	4
How many times did your organization receive Automatic Aid?	483	477	474
How many times did your organization provide Mutual Aid?	15	13	8
How many times did your organization provide Automatic Aid?	31	27	42
Of the Mutual and Automatic Aid responses, how many were structure fires?	4	2	2

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**Request Details**

The activities for your organization are listed in the table below.

Activity	Number of Entries	Total Cost
Hiring of Firefighters	1	896,076

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**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
	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%
X	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%

\* 2. Given your **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?

Never (0%)

Help

**NOTE:** If your department utilizes overtime to fill positions

<p>to ensure you are meeting applicable NFPA staffing and deployment standards, you will want to remove the number of positions filled by overtime from your calculations.</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>Most of the Time (80 to 99%) <a href="#">Help</a></p>
<p>* 3. Given your <b>current staffing</b> levels and <b>without</b> using overtime to fill vacant positions, 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><b>NOTE:</b> If your department utilizes overtime to fill positions to ensure you are meeting applicable NFPA staffing and deployment standards, you will want to 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. Please describe the departments hiring practices and timelines including how long after award will you be able to start a recruit class and how many recruits can be trained in one 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. If your department will need governing body approval before the award can be accepted, please be sure to include details on the timeline needed for acceptance (2000 characters) .</p>	<p>The SAFER Program and hiring process will follow our organizations hiring policy.</p> <p>The Cambria Fire Department (CFD) is an equal employment opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, color, sex, age, national origin, handicap, veteran status, or any other status or condition protected by applicable federal laws and state laws, except where a bona fide occupational qualification applies.</p> <p>CFD's hiring processes are conducted by the Cambria Community Services District and adhere to its internal policies and standard operating procedures as well as equal opportunity employment laws. All recruitment, testing and hiring practices are led by our human resources department. This includes job advertising, recruitment, application and certification screening, written testing, interviews, physical agility testing, background investigations and medical evaluations. The hiring timelines vary depending on the number of applicants, number of people hired, and the variances between full-time, part time, and seasonal hires. All hiring processes are conducted in a timely manner and follow policy. We anticipate recruitment process to take no longer than 90 days.</p>
<p>* 5. Is your request for hiring firefighters based on a risk analysis, staffing needs analysis, or an Insurance Services Office (ISO) rating?</p>	<p>Yes</p>
<p>5a. If Yes, describe how the analysis was conducted and the outcome of the analysis or ISO rating. (1000 characters)</p>	<p>A risk analysis was conducted after department strategic planning priorities identified this as a priority in March of 2013. The risk analysis centers heavily on Cambria's Wildland Urban Interface vulnerability amidst a drying Monterey Pine Forest and extreme isolation from</p>

	automatic and mutual aid response. These findings were confirmed by an independent consultant fire service needs analysis conducted in June of 2013. The progression of California's drought continues to reinforce the severity and urgency of this analysis and it's findings.
* 6. 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?	Yes, NFPA 1582 compliant
* 7. 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?	Yes, NFPA 1582 compliant
* 8. Will the personnel hired meet the minimum EMS training and certification as required by your Authority Having Jurisdiction (AHJ)?	Yes
* 9. Does your department currently have a policy in place to recruit and hire veterans?	No
9a. If yes, please provide a brief description of the policy in place (1000 characters) .	
* 10. Is it your department's intent to sustain the positions filled under this grant after the completion of the period of performance?	Yes
10a. If yes, please provide a brief description on how the positions will be sustained.	Our CCSD Board, Fire Chief, and San Luis Obispo County Chief's Association all support continued funding of our third career member. A Measure has been placed on the June 5th ballot for a \$62 parcel tax. If the measure passes, the firefighters will be permanently funded. If the measure does not pass we will seek alternate methods.

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**Budget Item**

<p>As you are aware, grants awarded under the Hiring of Firefighters Activity requires grantees to maintain their staffing levels and incur no lay-offs during the period of performance of the grant. Therefore, it is imperative that your department have the support of your governing body.</p> <p>In order to ensure that there is a clear understanding of the long-term obligations of a SAFER grant and that, if awarded, all parties involved are committed to fulfilling those requirements upon acceptance of the award; we are requesting a letter from your governing body stating their commitment of the above requirement.</p> <p>The letter should be prepared on your governing body's letterhead and addressed to:</p> <p>Catherine Patterson, Branch Chief Assistance to Firefighters Grants Branch</p> <p>If you have received the letter, you may attach it here. <b>(Note: only .doc and .pdf files will be accepted)</b></p> <p>If you do not have the letter at this time, you may submit a signed copy of the letter as soon as you are able via fax to 1-866-274-0942 or via e-mail to <a href="mailto:firegrants@fema.dhs.gov">firegrants@fema.dhs.gov</a>.</p>	
* How many full-time firefighter positions, including positions that will be job-shared, are you requesting?	3

<p>"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</p>	
<p>If you are requesting to fund a <b>full-time position(s)</b> that will be "job-shared" by more than one individual please indicate how many individuals will fill that position, how they will be used and scheduled to fill the position(s), and provide an explanation as to why the position will be shared. (800 characters)</p>	
<p>* What are the current usual annual costs of a first-year firefighter in your department?</p> <p>"Usual annual costs" include base salary and the typical benefits package offered to a first-year firefighter.</p>	<p>Annual Salary: \$ 56,457 Annual Benefits: \$ 43,107</p>
<p>* What costs are included in the typical benefits package your department provides to first-year firefighters? Please provide details on the dollar amounts or percentages for each benefit being provided. (2000 characters)</p>	<p>ALS/Paramedic Pay of \$4,800 This stipend was calculated by taking the annual \$4,800 cost of 1 FF position. Premium Pay of \$1,680 - This premium pay was calculated by taking the annual \$1,680 cost of 1 FF position. Boot/Pant Allowance - This \$250 represents the annual boot/pants allowance per FF position. Overtime The \$13, 931 represents the projected overtime cost of responding to fires and other emergency situations. Benefits: Social Security - The \$4,261 was calculated by taking the highest step salary cost of \$62,240, paramedic pay of \$4,800 and premium pay of \$1,680 (62,240 + 4,800 + 1680) \$68,720 and multiplying this number by the FICA rate of 6.20% (68,720 x 6.20%) \$4,261. Medicare - The \$996 was calculated by taking the salary cost of \$62,240, paramedic pay of \$4,800 and premium pay of \$1,680 (62,240 + 4,800 + 1680) \$68,720 and multiplying this number by the Medicare rate of 1.45% (68,720 x 1.45%) \$996. PERS Retirement - The \$8,246 was calculated by taking the salary cost of \$62,240, paramedic pay of \$4,800 and premium pay of \$1,680 (62,240 + 4,800 + 1680) \$68,720 and multiplying this number by the PERS Retirement rate of 12 % (68,720 x 12%) \$8,246. Medical/Dental/Life Insurance √ These cost (\$21,708 + \$2,610) \$24,318 represents the projected annual cost of providing these insurance benefits under a family plan. Workers Compensation √ This \$3,986 represents the annual costs of providing workers compensation to 1 firefighter position. Medical Reimbursement-This \$1,300 represents the District's annual medical reimbursement under the family plan.</p> <p>2) Cost projections (and underlying</p>

assumptions) for the maintenance of the three firefighter positions going forward. This includes five-year and 10-year projections, as well as any projections for longer periods.

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**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.

The additional funds requested for training are not subject to the funding limitations above. However, the costs may only be used to provide training and cannot be used toward the salary and benefits of requested firefighters. Costs for training must be expended within the three-year period of performance.

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	169,371	169,371	169,371	508,113
Benefits	129,321	129,321	129,321	387,963
Other - Additional Funding	0	0	0	0
<b>Total:</b>	<b>298,692</b>	<b>298,692</b>	<b>298,692</b>	<b>896,076</b>
Total Applicant Share	74,673	74,673	194,149	343,495
Total Federal Share	224,019	224,019	104,543	552,581

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**Narrative Statement for Hiring of FireFighters**

\* **Element #1 - Project Description (30%):**

\* **1a. Why does the department need the positions requested in this application? (2000 characters)**

The need to increase staffing and meet NFPA 1720 requirements has never been more critical to the CFD than now. With an increase from 3 personnel to 4 on our engine, our dept. could meet NFPA 1720 requirements most of the time. Cal Polytechnic State University presented a study on 3/4/15 that reinforces the severity of the situation. According to the study, mortality of the forest ranges between 40%-70%. Cambria and the (CFD) are located on the Central Coast of California midway between San Francisco and Los Angeles. CFD areas are bordered on 3 sides by rural/agricultural land and the Pacific Ocean on the fourth. We have 1 of only 5 native Monterey Pine stands in the world and this area is a very high wildland fire zone. Our isolated community has an overabundance of vegetation and ladder fuels surrounding mostly older, wood-framed structures

and we have many steep, narrow, winding and unpaved streets with limited ingress and egress, making emergency access and rapid evacuation extremely difficult.

CFD provides fire protection and ALS /EMS to the community of Cambria. CFDs first due area is 8 sq. mi. w/ 6,032 residents; during peak tourism months and weekends we can exceed 12K. A full 32% of the permanent residents are over the age of 65, which is three times the average for our state (2010 US Census). The large elderly population has limited mobility, which increases the incidence of clearing human occupancy and rescuing people who cannot escape at a majority of structure fires we respond to. Deployment of personnel that do not currently meet the NFPA 1720 parameters is done at significant personal risk. crews are hesitant to take action and often are forced to take a defensive stance knowing that the next closest resources are 30 min. out and that it will take an hour for the entire first alarm to arrive. It is paramount that we increase staffing if we are to protect Cambria's most vulnerable citizens that are nestled among a dead and dry tinder box.

**\* 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)? (2000 characters)**

If awarded this grant, the positions requested will be used as the fourth person on our engine. During high hazard times we can further boost our staffing by having more personnel on our roster. Having more local firefighters within our 10 minute response will also significantly improve the number of people on scene in less time to meet NFPA 1720. Furthermore, these positions can reduce overtime by having more paramedics and driver/operators we can eliminate force hiring full time personnel during someone's absence. We currently operate with a full time Captain, a full time Engineer, and a part-time reserve Firefighter staffing our engine 24/7. The career members work a 48/96 schedule filling three shifts- A, B, and C. The part-time reserves work multiple 24 -hour shifts throughout the month to fill the third position. If awarded the grant, the three career Firefighters hired will be assigned to A, B and C shift.

**\* 1c. What are the specific benefits that the requested positions will provide to the department and community? (2000 characters)**

Improving FF and civilian safety by far are the greatest benefits to the dept. & community. Recent changes including the large mortality of our forest, severe drought, Stage-3 water emergency, the loss of 2 full time positions (Asst. Chief and Admin. Assist.) the inability to retain part-time FFs, and major decreases in fire department budget have all negatively impacted our daily operations. We would finally be able to meet NFPA 1720 if awarded this grant. Increasing to 4/0 will also allow for the completion of necessary projects that have been neglected such as hydrant maintenance, & building a community risk reduction plan. The acute fire situation in Cambria has the potential to be the next 1988 Oakland Hills conflagration. This statement is backed by the recent research conducted by Cal Poly University. Furthermore, San Luis Obispo County lists boosting CFD's staffing to 4 is paramount to achieving a successful outcome on the county Disaster Response Matrix.

**\* 1d. Please describe how the awarding of this grant would enhance the department's ability to protect critical infrastructure within the department's primary response area. (2000 characters)**

Having higher qualified full time FFs quickly on scene will dramatically improve the outcome of an incident. CFD has expanded its mission considerably over the past 10 yrs Our personnel are highly trained to respond to disasters such as earthquake, tsunami, terrorist attack, floods, and explosions. All of these threats face our personnel daily, and our isolation and lack of resources only exacerbate the problem. The 2004 San Simeon Earthquake rendered our department alone due to damaged highways. Access to Cambria is dependent on Highway One, as it is the only way in and the only way out. Resources were tied up in their own communities, and CFD was left to on their own. Personnel are required to protect infrastructure with National significance such as the scenic Pacific Coast HWY 1, 1 of 5 worldwide native Monterey Pine stands, the Nat. Marine Sanctuary, Hearst Castle, Morro Bay Harbor, and Camp San Luis and Camp Roberts army bases

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

**\* 2a. How are the community and the current firefighters employed by the department at risk without the positions requested in this application? (2000 characters)**

A needs assessment during this review revealed that our needs in regard to FF safety and meeting NFPA 1720 requirements have reached a critical stage that can no longer be ignored. As a result we discovered operational readiness and capability concerns:

- Inability to meet the NFPA 1720 requirement and inability to meet 2/in 2/out requirements, Special circumstances specific to Cambria including its remote location, extremely long response times for incoming resources, lack of resources and limited personnel create additional risk to firefighters and the community.
- Severe drought,
- Maintaining ALS staffing
- FFs losing confidence due to inadequate staffing and causing hesitation to immediately act resulting in additional loss of property, and increasing firefighter and civilian injury or death potential. Insufficient personnel on duty to accomplish basic daily tasks and provide efficient response

**\* 2b. How will that risk be reduced if awarded? (1000 characters)**

If awarded this grant our engine would respond with 4 personnel on our first out engine. This would allow for us to meet the 2/in 2/out requirements to make entry into an IDLH to mitigate the situation or suppress a fire before the incident grows beyond the scope of our resources. Currently we respond with only three personnel and are often forced to take a defensive stance, which results in a large loss of property damage. Our department with the assistance of Cal Fire would be able to get on scene quickly to meet the NFPA 1720 requirements. This would improve confidence of those at scene and provide sufficient resources to mitigate an incident. This alone would potentially reduce risk to both firefighters and civilians.

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

**\* 3a. Please provide an income versus expenses breakdown of the current annual budget as indicated in the Applicant Characteristics section of the application. (2000 characters)**

Operational Budget 2,027,059

INCOME:

Property Taxes- \$1,389,651  
 Fire Benefit Assessment- \$442,680  
 Weed Abatement/Fuel Reduction-\$11,500  
 Mutual Aid and Inspection Fees-\$1,000  
 Interest Income- \$100  
 Grants -\$167,628  
 Other- \$14,500

TOTAL OPERATING BUDGET-\$2,027,059

OPERATING EXPENDITURES:

Salaries and wages- \$916,797  
 Payroll Taxes and benefits-\$420,273  
 Insurance and other services-\$600  
 Maintenance and Repair-\$66,500  
 Office supplies-\$8,500  
 Government fees, dues, and publications- \$43,500  
 Utilities- \$13,200  
 Professional services-\$36,200  
 Fuel hazard contract-  
 Operating Supplies and Equipment- \$65,300  
 Surf Rescue- \$5,000

Training/Recruitment- \$24,300  
 Community Outreach \$1,500  
 Debt Service- \$9,592  
 Capital Outlay- \$152,390  
 Allocated Overhead- \$213,407

TOTAL OPERATING EXPENDITURES- \$1,725,587

Without assistance through this grant process this increase in staffing cannot be funded. The Cambria Community Services District is aware of this grant proposal and is supportive and committed to fund these positions after the expiration of grant funds should the grant be awarded to our department.

**\* 3b. Please describe the department's budget shortfalls and why the department is unable to address their financial needs without federal assistance. (2000 characters)**

Due to severe drought Cambria entered a Stage 3 Water crisis due to the drought situation and faced a very real threat of our community running out of water. This forced the Cambria Community Services District (CCSD), of which we are a part, to obtain emergency permits to build a \$12 million dollar desalination plant. Property tax revenue accounts for +70% of our operating budget. Because CFD is a component of a special district of San Luis Obispo County a form of local government unique to California, created to meet the needs of small communities-- revenue sources are very limited. The \$2.6 million in sales and room tax revenues earned in Cambria annually is collected by the county government and not returned to our jurisdiction. In that time we have been forced to turn over 33% of our operating budget revenue totaling over \$11.4 million, including \$900,000 this year alone to ERAF. The resulting budget cuts have severely affected the department as it has transitioned from a mostly volunteer to a mostly career department. Increase in services such as advanced life support also have taxed us financially.

**\* 3c. What other actions has your department taken to obtain funding elsewhere (e.g., state assistance programs, other grant programs, etc.)? (2000 characters)**

Our department was applied and was awarded a SAFER grant in 2014 to fund these positions. This grant funding expired April 24th. Our agency currently has a Measure A-18 on the ballot for vote on June 5th. If the Measure A-18 passes these positions will be funded permanently. If it does not pass we will need to utilize this SAFER grant as we desperately seek a way to permanently fund the position.

Our organization often applies for grants to help with the financial burden for items such as PPE, radios, apparatus, fitness equipment etc. We are confident we will fund the positions long term, however it is detrimental to our community to go through another wildfire season in California with only two full time members and one reserve on our engine. NFPA 1710 and 2/in2/out are the industry standard that we must comply with. The safety of our firefighters and citizens depends on it.

**\* 3d. How are other critical functions in your department affected without this funding? (2000 characters)**

Cambria Fire Dept. is an all risk department. We responded to four ocean rescues this month alone. Just the simple task of launching our boat requires ample personnel qualified and in PPE. Without this funding delays would occur in effecting ocean and cliff rescue. Furthermore due to isolation and an inability to rely on our auto/mutual aid during busy fire season we will be unable to meet response standards of 1710. With just one more on our engine our effectiveness and response times increase exponentially. Furthermore, critical components of operations such as smoke detector programs, training management, prevention management, commercial business inspections, hydrant maintenance, weed abatement program, and community outreach and education can be completed in a timely manner. Our small department does not have the luxury of a secretary, fire marshal, training bureau, or prevention bureau. The boots on the ground are also doing this work while responding to calls and maintaining other daily operations such as equipment and apparatus maintenance. Without this funding, and with the recent loss of an advanced life support ambulance in our community our aging citizens will suffer due to delays in treatment. With four on an engine we can break into two when multiple calls come in at once. And with the critical isolation we face in our first due area, the addition of one firefighter will make the difference between life and death.



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

**\* Please describe the benefits (i.e., anticipated savings, efficiencies) the department and community will realize if awarded the positions requested in this application. (3000 characters)**

An increase in tax would be necessary to fund this increased staffing project. Much of our population is on a fixed income and our high cost of living make raising taxes is unacceptable. This has a stabilizing effect on our ISO rating, which keeps homeowner hazard insurance premiums from rising. If the population of the our first due area 6,032 is multiplied times 20 years of service life then 120,640 citizens will benefit from this increased staffing project. If the federal share (\$896,076) is divided by that number the cost per person is only \$7.42 per person. When adding the mutual aid area 269,637 over 20-years service life, 5,392,740 citizens stand to benefit from this project at a cost of less than \$0.16 per person.

**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 department is already at a disadvantage due to our extremely remote location and lack of resources. We have lost critical capability to perform our basic mission. Without funding we will continue to lose critical capabilities and risk FF and civilian injury or death. This is a FF safety situation that we must find a way to address. This grant program is our only hope of funding this project.

We believe that we have presented a project that addresses the highest priorities of the Staffing for Adequate Fire and Emergency Response- FF and civilian safety and NFPA 1720 compliance. It is reasonable in cost and offers a high cost benefit and return on investment in the safety of our personnel and the citizens that we protect. It offers an all hazards approach in compliance with NRF guidelines and is necessary for the protection of key critical infrastructure elements of national significance. It is our hope that the reviewers would agree with the assessment and view us favorably for award.

The Cambria Fire Department, mutual aid partners and citizens thank DHS/FEMA/AFG for the opportunity to apply for relief to resolve these critical problems. We would also like to thank the reviewers for donating their time and efforts.

Hiring Narrative Supplemental Information

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 Emily Torlano Torlano on 04/27/2018

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 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

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 Emily Torlano Torlano on 04/27/2018

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	<a href="#">Complete</a>
Overview	<a href="#">Complete</a>
Contact Information	<a href="#">Complete</a>

Applicant Information	<u>Complete</u>
Applicant Characteristics (I)	<u>Complete</u>
Applicant Characteristics (II)	<u>Complete</u>
Department Call Volume	<u>Complete</u>
Request Details	<u>Complete</u>
Budget	<u>Complete</u>
Narrative Statement	<u>Complete</u>
Assurances and Certifications	<u>Complete</u>

**PLEASE READ THE FOLLOWING STATEMENTS BEFORE YOU SUBMIT.**

- **YOU WILL NOT BE ALLOWED TO EDIT THIS APPLICATION ONCE IT HAS BEEN SUBMITTED.** Therefore, please be sure you have thoroughly reviewed the application before you submit; if "placeholders" were used, be sure to update 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 contact will be responsible for signing and submitting the application. Fields marked with an asterisk (\*) are required.

I, Emily Torlano Torlano, am hereby providing my signature for this application as of 27-Apr-2018.