

SAFER

Entire Application

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**, please **complete** the information below and press the *Save and Continue* button. If you answered **Yes**, please do **not** complete the information requested below and press the *Save and Continue* button.

Note: If you answered **No** to the above question, the fields marked with an * are required.

Preparer Information

* Preparer's Name

* Address 1

Address 2

* City

* State

* Zip

* Is there a grant-writing fee associated with the preparation of this request?

If you answered yes above, what is the fee? \$

Contact Information

Alternate Contact Information Number 1

| | |
|--------------------|----------------------|
| * Title | Chief |
| Prefix | Mr. |
| * First Name | Sean |
| Middle Initial | A |
| * Last Name | Burcham |
| * Business Phone | 765-747-4870 Ext. |
| * Home Phone | 765-748-0061 Ext. |
| Mobile Phone/Pager | 765-748-0061 |
| Fax | 765-741-1342 |
| * E-mail | chief@munciefire.org |

Alternate Contact Information Number 2

| | |
|--------------------|------------------------|
| * Title | Deputy Chief |
| Prefix | Mr. |
| * First Name | Larry |
| Middle Initial | J |
| * Last Name | Delk |
| * Business Phone | 765-747-4870 Ext. |
| * Home Phone | 765-282-0541 Ext. |
| Mobile Phone/Pager | 765-744-8907 |
| Fax | 765-741-1342 |
| * E-mail | ldelk@cityofmuncie.com |

Applicant Information

EMW-2009-FH-01268

Originally submitted on 01/15/2010 by Larry Delk (Userid: muncie fire)

Contact Information:

Address: 300 N. High st

City: Muncie

State: Indiana

Zip: 47305

Day Phone: 7657474870

Evening Phone:

Cell Phone: 7657448907

Email: ldelk@cityofmuncie.com

Application number is EMW-2009-FH-01268

| | |
|---|-----------------------------|
| * Organization Name | Muncie 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 | |
| * 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? | Delaware County |
| * <u>Employer Identification Number</u> | 35-6001127 |
| * Are you sharing an EIN with another organization? | No |
| If yes, please enter the name of the entity with whom you share an EIN | |
| * What is your organization's <u>DUNS Number</u> ? | 079563581 |
| Headquarters Physical Address | |
| * Physical Address 1 | 300 N High Street |
| Physical Address 2 | |
| * City | Muncie |
| * State | Indiana |
| * Zip | 47305 - 1639 |
| | <u>Need help for ZIP+4?</u> |
| Mailing Address | |
| * Mailing Address 1 | 300 N High Street |
| Mailing Address 2 | |
| * City | Muncie |
| * State | Indiana |
| * Zip | 47305 - 1639 |
| | <u>Need help for ZIP+4?</u> |

Account Information

| | |
|--|-----------|
| * Type of bank account | Checking |
| * Bank routing number - <u>9 digit</u> number on the bottom left hand corner of your check | 074900657 |
| *Your account number | 0001112 |

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 |
| * If awarded this grant, will your jurisdiction expend greater than \$500,000 in Federal share funds during the Federal fiscal year in which the grant was awarded? | Yes |
| * Is the applicant <u>delinquent on any federal debt</u> ? | No |

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

If awarded the full amount of this grant, we would receive more than \$500,000 in federal funding, and should expend more than \$500,000 in funds to the rehired firefighters during the Federal fiscal year in which awarded.

Applicant Characteristics (Part I)

- * Are you a member of a Fire Department or authorized representative of a fire department? Yes
- * Are you a member of a Federal Fire Department or contracted by the Federal government and solely responsible for suppression of fires on Federal property? No
- * Please indicate the type of community your organization serves. Suburban
- * What is the square mileage of your first-due response area? 398
- * What percentage of your response area is protected by hydrants? 90 %
- * Does your organization protect critical infrastructure of the state? Yes

Percentages in three answers below must sum up to 100%:

- * How much of your jurisdiction's land use is for agriculture, wild land, open space, or undeveloped properties? 31 %
- * What percentage of your jurisdiction's land use is for commercial, industrial, or institutional purposes? 21 %
- * What percentage of your jurisdiction's land is used for residential purposes? 48 %

* How many occupied structures (commercial, industrial, residential, or institutional) in your jurisdiction are more than four stories tall? Do not include structures which are not regularly occupied such as silos, towers, steeples, etc. 115

* What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served? 118769

* How many stations are in your organization? 5

* 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. Mutual aid

- Structural Fire Suppression
- Wildland Fire Suppression
- Medical First Response
- Basic Life Support

* What services does your organization provide?
 Hazmat Operational Level
 Hazmat Technical Level
 Rescue Operational Level
 Rescue Technical Level

Active Firefighting Staff, use these definitions to answer the questions about "firefighter" positions.

Active Firefighter

| | |
|--|---|
| Position | An individual having the legal authority and responsibility to engage in fire suppression; being employed by a fire department of a municipality, county, or fire district; being engaged in the prevention, control, and extinguishing of fires; and/or responding to emergency situations in which life, property, or the environment is at risk. This individual must be trained in fire suppression, but may also be trained in emergency medical care, hazardous materials awareness, rescue techniques, and any other related duties provided by the fire department. |
| Full-time Paid Firefighter Position | Full-time positions are those that are funded for at least 2,080 hours per year (i.e., 40 hours per week, 52 weeks per year.) The program office will also consider funding the sharing of a full-time position with sufficient justification. A job-share position is a full-time position that is occupied by more than one person. Positions funded via SAFER may be shared, but DHS limits the number of individuals to no more than four (4) per position. |
| Part-time Paid Firefighter Position | Part-time paid firefighters receive pay for being on duty at the fire station, whether or not they respond to any alarms. They may or may not receive benefits. |
| Volunteer Firefighter Position | Volunteer firefighters receive no financial compensation for their services other than life/health insurance, workers compensation insurance, and/or stipend per call. |

The goal for SAFER is to assure that SAFER grantees's communities have adequate protection from fire and fire-related hazards. The following questions are designed to help us understand the changes that will occur in departments receiving grants.

Use the following definitions when completing the table below.

Total # Career Personnel – the number of authorized and funded active, full-time uniformed career positions employed by your department on the date indicated.

Officers – Of the career positions indicated in the "Total" field above, how many of those serve in officer-level (both command and company) positions?

NFPA Support – Of those *career positions* indicated in the first field above (total number of authorized and funded positions), how many are assigned to field or response apparatus positions that directly support NFPA 1710 (Section 5.2.4.2 – Initial Full Alarm Assignment Capability) or NFPA 1720 (Section 4.3 – Staffing and Deployment) compliance?

Note: The number of *career positions* in any of these fields should include positions which are job-shared.

For more information regarding these standards please see the program guidance or go to www.nfpa.org/saferactgrant

| | Total # Career Personnel | # Officers | # NFPA Support |
|--|---------------------------------|-------------------|-----------------------|
| * Staffing levels as of January 1, 2008 | 110 | 30 | 35 |
| * Staffing levels as of June 30, 2009 | 78 | 24 | 24 |
| * Staffing levels at the time of application | 78 | 24 | 24 |

* At the time of application, how many positions in your department are filled with part-time paid firefighters?
 Note: If you utilize part-time firefighters, please explain, in your narrative, the number of part-time firefighters, the number of positions that these part-time firefighters occupy, and how they are scheduled to meet your staffing needs. 0

* At the time of application, how many active volunteer firefighters are in your department? 0

- * If awarded this grant, how many authorized and funded active, full-time firefighter positions will be in your department? 103
- * If awarded this grant, how many active volunteer firefighters will be in your department? 0
- * Do you currently report to the National Fire Incident Reporting System (NFIRS)? Yes

Applicant Characteristics (Part II)

| | 2008 | 2007 | 2006 |
|---|------|------|------|
| * What is the total number of fire-related civilian fatalities in your jurisdiction over the last three years? | 1 | 2 | 2 |
| * What is the total number of fire-related civilian injuries in your jurisdiction over the last three years? | 5 | 9 | 5 |
| * What is the total number of line of duty member fatalities in your jurisdiction over the last three years? | 0 | 0 | 0 |
| * What is the total number of line of duty <u>member injuries</u> in your jurisdiction over the last three years? | 6 | 11 | 2 |

* What is your department's operating budget(including personnel costs) for your current fiscal year and what was your budget for the last three fiscal years?
 9580321
 9580321
 9580321
 8760623

* What percentage of your annual operating budget is derived from:
 Enter numbers only, percentages must sum up to 100%

| | |
|------------------|-------|
| Taxes? | 100 % |
| Grants? | 0 % |
| Donations? | 0 % |
| Fund drives? | 0 % |
| Fee for Service? | 0 % |
| Other? | 0 % |

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

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

| Type or Class of Vehicle | Total Number | Total Number of 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, Quint (Aerial device of less than 76 feet), Type I engine, Type II engine | 5 | 20 |
| Tankers: (pumping capacity of less than 750 gpm and water capacity of 1,000 gallons or more): Tanker, Tender, Foam Tanker/Tender (greater than 1,250 gallon tank capacity) | 0 | 0 |
| Aerial Apparatus: Aerial Ladder Truck, Telescoping, Articulating, Ladder Towers, Platform, Tiller Ladder Truck, Quint (Aerial device of 76 feet or greater) | 3 | 18 |
| Brush/Quick attack : (pumping capacity of less than 750 gpm and water capacity of at least 300 gallons): Brush Truck, Patrol Unit (Pick up w/ Skid Unit), Quick Attack Unit, Mini-Pumper, Type III Wildland/Urban Interface Engine, Type IV Engine, Type V Engine, Type VI Engine, Type VII Engine | 0 | 0 |

Rescue Vehicles:

| | | |
|---|---|---|
| Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle, Hazardous Materials Unit | 2 | 8 |
|---|---|---|

Other:

| | | |
|--|---|---|
| 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, Other Vehicle. | 1 | 1 |
|--|---|---|

Department Call Volume

* How many responses per year by category?

| Do not include responses/calls where your department was dispatched to provide mutual/automatic aid. (Enter whole numbers only; if you have no calls for any of the categories, enter 0.) | 2008 | 2007 | 2006 |
|---|------|------|------|
| Structural Fires | 128 | 164 | 148 |
| Vehicle Fires | 49 | 59 | 65 |
| Vegetation Fires | 21 | 13 | 14 |
| EMS | 2867 | 2986 | 3082 |
| Rescue | 85 | 60 | 38 |
| Hazardous Condition/Materials Calls | 308 | 238 | 224 |
| Service Calls | 229 | 241 | 186 |
| Good Intent Calls | 1331 | 1202 | 1112 |
| False Alarms | 416 | 367 | 388 |
| Other Calls and Incidents | 634 | 654 | 829 |

In an average year, how many times does your organization receive mutual/automatic aid?

7

In an average year, how many times does your organization provide mutual/automatic aid? (Do not include first-due responses claimed above.)

55

Request Details

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

| Activity | Number of Entries |
|--|-------------------|
| <u>Hiring or Rehiring Firefighters</u> | 3 |

Hiring or Rehiring Firefighters

- * 1. Grants awarded to hire new firefighters require the grantees to maintain their staffing and incur no lay-offs during the two-year period of performance. Grants awarded to hire new firefighters also require the grantees to commit to retaining the SAFER-funded firefighters for one full year after the end of the period of performance. Have you, as the applicant, discussed this application and its long-term obligations with your governing body and is your governing body willing to accept this long term commitment? N/A – application is for re-hiring laid-off firefighters
- * 2. Grants awarded to re-hire laid-off firefighters require the grantees to maintain their staffing and incur no further lay-offs during the two-year period of performance. Have you, as the applicant, discussed this application and its obligations with your governing body and is your governing body willing to accept this long-term commitment? Yes
- * 3. If awarded a hiring grant, will the newly added firefighters be trained to at least Firefighter I or equivalent within 12 months of employment? Yes
- * 4. If awarded a hiring grant, will the newly added firefighters be trained to at least Firefighter II or equivalent within 24 months of employment? Yes
- * 5. If awarded a hiring grant, will the newly added firefighters be trained within 24 months of employment to at least the minimum level of EMS certification as established by the local fire department? Yes
- *6. 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 Program Guidance 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% |

* 7a. In your best estimate, with your current staffing levels, how often did your organization meet the assembly requirements detailed in the table above for structure fires claimed in this application?

Sometimes (21 to 40%)

[Help](#)

* 7b. With the additional or restored staffing requested in this application, what percentage of time do you anticipate that your organization will meet the NFPA requirements detailed in the table above?

Most of the Time (81 to 99%)

[Help](#)

* 8a. Given your current staffing levels and the number of structure fires indicated in the "Call Volume" box of your application, what is the average actual staffing level on your first arriving engine company or vehicle capable of initiating suppression activities? (Up to one decimal e.g., 2.5)

3

* 8b. With the additional or restored staffing requested in this application and given the number of structure fires indicated in the "Call Volume" box of your application, what would be the average actual staffing level on your first arriving engine company or vehicle capable of initiating suppression activities? (Up to one decimal e.g., 2.5)

4

* 9. Is your request for hiring firefighters based on a risk analysis and/or a staffing needs analysis?

Yes

If Yes, briefly describe how the analysis was conducted. If more space is needed, continue to discuss the analysis in the narrative.

Had a GIS study done through the IAFF in June of 2009.

* 10. If awarded a grant for hiring / rehiring firefighters, will you provide them with an entry-level physical in accordance with NFPA 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments 2003 Edition, Chapter 6?

No

* 11. Does your organization currently seek, recruit, and hire members of racial and ethnic minority groups and women to increase their ranks within your department?

Yes

If so, explain in your narrative what efforts your organization has instituted and how successful those efforts have been.

If not, explain in your narrative what policies and procedures you will implement to assure that, to the extent possible, you will seek, recruit, and hire minorities and women.

* 12. Does your organization currently have a policy ensuring that firefighters in positions filled under the SAFER grants are not discriminated against for, or prohibited from, engaging in volunteer firefighting activities in another jurisdiction during off-duty hours.

Yes

If so, explain in your narrative what efforts your organization has instituted and how successful those efforts have been.

If not, explain in your narrative what policies and procedures you will implement to assure that, to the extent possible, this requirement will be met.

Budget Item

* How many full-time firefighter positions, including job-shares, are you requesting?

16

Note: Applicants requesting to re-hire laid-off

firefighters can request up to the number of positions that have been laid-off between January 1, 2008 - June 30, 2009, less the number of firefighters hired since June 30, 2009.

If you are requesting assistance to fund a position that would be "shared" by more than one individual, i.e., for job-share, please indicate how many individuals would fill that position and provide an explanation as to why the position is shared.

* What is the anticipated annual starting salary for firefighters in your department? \$ 41971

* What is the anticipated average fringe-benefit rate for firefighters in your department (as calculated as a percentage of the annual salary)? 66.9%

* If awarded, what is your estimate of the average annual increase in salary for these firefighting positions as a result of step increases, cost-of-living adjustments, incentive pay, promotional pay, etc.? Show this figure as a percentage of the annual salary. 0%

Budget Item

* How many full-time firefighter positions, including job-shares, are you requesting?

Note: Applicants requesting to re-hire laid-off firefighters can request up to the number of positions that have been laid-off between January 1, 2008 - June 30, 2009, less the number of firefighters hired since June 30, 2009. 7

If you are requesting assistance to fund a position that would be "shared" by more than one individual, i.e., for job-share, please indicate how many individuals would fill that position and provide an explanation as to why the position is shared.

* What is the anticipated annual starting salary for firefighters in your department? \$ 42871

* What is the anticipated average fringe-benefit rate for firefighters in your department (as calculated as a percentage of the annual salary)? 66.9%

* If awarded, what is your estimate of the average annual increase in salary for these firefighting positions as a result of step increases, cost-of-living adjustments, incentive pay, promotional pay, etc.? Show this figure as a percentage of the annual salary. 0%

Budget Item

* How many full-time firefighter positions, including job-shares, are you requesting?

Note: Applicants requesting to re-hire laid-off firefighters can request up to the number of positions that have been laid-off between January 1, 2008 - June 30, 2009. 2

30, 2009, less the number of firefighters hired since June 30, 2009.

If you are requesting assistance to fund a position that would be "shared" by more than one individual, i.e., for job-share, please indicate how many individuals would fill that position and provide an explanation as to why the position is shared.

* What is the anticipated annual starting salary for firefighters in your department? \$ 44421

* What is the anticipated average fringe-benefit rate for firefighters in your department (as calculated as a percentage of the annual salary)? 66.9%

* If awarded, what is your estimate of the average annual increase in salary for these firefighting positions as a result of step increases, cost-of-living adjustments, incentive pay, promotional pay, etc.? Show this figure as a percentage of the annual salary. 0%

Budget

Hiring or Rehiring of Firefighters:

There is a two-year period of performance for grants awarded under both the hiring of new firefighters and the rehiring of laid-off firefighters activities. There is an additional requirement for grantees awarded under the hiring of new firefighters activity that they commit to retaining the SAFER-funded firefighters for one full year after the end of the period of performance with 100 percent local funding. In previous program years, the grantee was required to provide a cost-share that was equal or greater than 10 percent in the first year, 20 percent in the second year, 50 percent in the third year, 70 percent in the fourth year, and 100 percent in the fifth year. For this program year, there is no prescribed cost share, and per-position salary limits have been eliminated. Grantees are free to draw any amount of Federal funds to cover actual salary and benefit costs – up to their budgeted and awarded funding limit – as long as there is Federal funding available. Should the actual salary and benefits costs requested for reimbursement exceed awarded Federal funds, the grantee would be obligated to pay 100 percent of those costs.

Regardless of the actual costs incurred, the annual costs will be limited to the actual costs or the budgeted amount, which ever is less.

Budget Matrix

| | First 12-Month Period | Second 12-Month Period | Total |
|---------------------|--------------------------|---------------------------|------------------|
| <u>Personnel</u> | 1,060,475 | 1,060,475 | 2,120,950 |
| <u>Benefits</u> | 709,457 | 709,457 | 1,418,914 |
| Total: | 1,769,932 | 1,769,932 | 3,539,864 |
| Total Federal Share | 1,769,932 | 1,769,932 | 3,539,864 |

Narrative Statement for Hiring or Rehiring of Firefighters

In addition to the elements described below, the Narrative Statement (project description) should clearly explain how all budgeted funds are to be used. Because the application will time out after a period of inactivity, it is recommended that applicants type their narrative offline using any word processing software. Once the narrative is complete, copy-and-paste it from the word processing document into the Narrative Statement block in the application. Also, as space for the narrative is limited to six pages, you are cautioned to confirm that the full content of your narrative has been copied into the application. After saving the copied narrative, exit the narrative section of the application, then reopen it and scroll to the bottom to ensure all text is present. If the narrative has been truncated, you will need to reduce the length of your narrative until it fits in the allotted space.

The Narrative Statement (project description) for the Hiring or Rehiring Firefighters Activity must include the following:

- A statement that describes what the applicant needs the grant funds for, i.e., how the newly hired or rehired firefighters will be used within the department and a description of the specific benefit these firefighters will provide for the fire department and community. Your description should include whether you are seeking to comply with the applicable sections of NFPA 1710 (Section 5.2.4.2) or 1720 (Section 4.3) as identified in the current SAFER Program Guidance. Volunteer and mostly-volunteer combination departments should also discuss any additional roles the SAFER-funded firefighters will be expected to perform, such as chief officer, training officer, fire marshal, fire inspector, health/safety officer, or fire prevention/public education officer.
- A statement regarding the impact of current staffing levels and proposed staffing levels on the department's daily operations. This statement should explain how the community and current firefighters are at risk without the needed firefighters, and to what extent that risk will be reduced if the applicant is awarded.
- An explanation of the applicant's financial need and their inability to address the need without Federal financial assistance.
- A statement relating to how the applicant will ensure, to the extent possible, that they will seek, recruit, and hire members of racial and ethnic minority groups and women to increase their ranks within their department. **This should include an explanation of the efforts your organization has instituted and how successful those efforts have been.**
- A statement describing any long-term plans to retain the new or rehired firefighter positions.
- A statement regarding how the applicant plans to meet the requirement to ensure that firefighters in positions filled under the SAFER grants are not discriminated against for, or prohibited from, engaging in volunteer firefighting activities in another jurisdiction during off-duty hours.

Note: Fields marked with an * are required.

Project Description

* Please enter your narrative statement using no more than six single-spaced pages in the space provided..

The goal of the SAFER Grants is to enhance local fire departments' abilities to comply with staffing, response, and operational standards established by the National Fire Protection Agency and the Occupational Safety and Health Administration. SAFER intends to improve local fire departments' staffing and deployment capabilities, the goal being a more effective response to emergencies in terms of response time and appropriate number of trained personnel assembled at the incident scene, thus providing improved safety for firefighters. We believe the submitted funding request by the Muncie Fire Department is completely in line with those goals, and ask for your serious consideration of our SAFER grant proposal.

BACKGROUND:

The Muncie Fire Department is located in the city of Muncie, Indiana, approximately 60 miles northeast of Indianapolis. We currently have 78 members, down from 110 as of June 21, 2009, when 32 firefighters were laid off. We now work in five stations, with 7 trucks (2 engines and one rescue truck in reserve) and one Battalion Chief Vehicle. We have an inspection division, and a training office.

Muncie has a population of 67,430. Within our city limits, our fire department provides suppression, prevention,

medical first responder, service calls, and hazardous materials responses. More than 80 trains run through Muncie per day, while Ball State University contains several large science labs.

We provide rescue and extrication for all of Delaware County, which consists of 118,769 total residents. Our coverage includes interstate I-69, which runs along the western edge of the county. We have mutual aid contracts with 13 adjacent fire departments, giving us a total of 405 square miles of potential coverage area.

1) PROJECT DESCRIPTION:

We are applying for funding under the "Hiring of Firefighters" category, in order to rehire 25 of our firefighters. In June of 2009, 32 members of our 110 firefighters were laid off. When this happened, manning adjustments had to be made which moved us further from NFPA recommendations. The addition of 25 firefighters, with the manning schedule our Chief has designed, will bring us closer to NFPA 1710 compliance in terms of getting 14-15 qualified personnel on the scene within 8 minutes with our normal complement, and provide greater safety to our firefighters and community. It also will allow us to provide "2-in/2-out" manpower with the first vehicle on the scene, using current scheduling and vehicles. Our Chief has reallocated resources (facilities, vehicles and manning) so that funding this request will result in the most efficient use of manpower, and will utilize FEMA funds in the most cost effective manner.

2) STATEMENT OF IMPACT:

Current staffing:

We are currently functioning with almost one third less firefighters than we had a year ago. This, of course, has altered our operations. Only 2 of our 7 trucks can meet the "2 in/2 out" standard on its own. Our typical normal complement sends 10-12 personnel to the scene. NFPA 1710 recommends 14-15 personnel to the scene.

Our minimum staffing has been reduced from 29 people per day to 19, which leaves us a maximum of 24 people protecting a city of 67,430 if there are no personnel off for personal days, vacations, or illness. Our ladder truck is out of service more than two-thirds of the time due to manning, which means we typically have less than 21 firefighters working a shift. Our trucks are typically manned by three firefighters, and two of our remaining stations are located next to railroad tracks, meaning a truck could be isolated at a fire scene for critical minutes before assistance arrives. We do not have the manpower for a safety officer. A standard business run leaves only one truck available for other calls. Volunteer mutual aid is outside of city limits and not on station, making simultaneous fires or incidents a concern.

In addition to a major university and a large hospital to protect, Ivy Tech State College is relocating part of its campus within city limits. We also defend dozens of restaurants, a full retail mall, four shopping plazas, five major independent retail stores (including two Wal-Marts), several tool and die shops, a pool chemical retailer, and the 80 or more trains that pass through our city each day. We cover four shipping facilities, Jarden (makers of metal jar lids), the county jail and courts, Excide (which manufactures batteries), several medical clinics, two fuel farms, Diamond Plastics, over a dozen auto parts stores, and far more standard businesses located within city limits.

Our stations are currently manned as follows (number of firefighters in parenthesis):

Station One: Battalion Chief vehicle (1); Squad vehicle (3)

Station Two: Squad vehicle (4); Rescue vehicle (3)

Station Three: Pumper (3); Ladder truck (3)

Station Four: Pumper (4)

Station Five: Pumper (3)

= 24

Proposed staffing:

We are proposing the addition of 25 rehires to our force; 16 firefighters, 7 firefighters with longevity and 2 sergeant/drivers. Upping our roster from 24 to 32 firefighters per shift, which funding from this SAFER grant award would afford, will allow our department to function at NFPA 1710 recommendations with at least four people to a truck, and will help us attain the "Initial Full Alarm Assignment Capability" described in NFPA 1710.

We are an aggressive, interior attack department that prides itself on firefighter training and quick extinguishment of fire. With our manpower reduced, we have had to revamp our attack strategies. The addition of 25 firefighters would greatly help in this area. Having more manpower at the scene and readily available makes our membership safer. As mentioned, only 2 of our 7 trucks can meet the "2 in/2out" rule on its own. With the additional 25 firefighters, all 7 of our trucks will meet that standard. In terms of NFPA 1710, after the rehires return, we can provide 14-15 qualified personnel on the scene with a goal of being there in 8 minutes.

The city continues to annex territories along its border, and increasing our roster will help us meet the public safety needs of those areas, along with encouraging businesses to relocate to Muncie. If our county hopes to attract new businesses, especially those with good salaries and benefits, having strategic public safety in place will be an incentive to locate in Muncie. This is of prime interest, because the declining demographics of our area have contributed to the financial need that prompts us to seek FEMA assistance.

Increasing our roster will also place fewer burdens on surrounding mutual aid departments. Currently, two medium or large incidents require every truck in the city to be dispatched, possibly being occupied for hours. The township volunteer departments have expressed a willingness to sit on stations when absolutely needed, but we certainly don't want to routinely occupy these fire department members who would otherwise be protecting their own territories and citizens. The rehiring of 25 firefighters will allow us to better serve our citizens and keep from being a mutual aid burden.

Proposed manning with SAFER funded rehires (number of firefighters in parenthesis):

Station One: Battalion Chief vehicle (1); Squad vehicle (4)

Station Two: Squad vehicle (5); Rescue vehicle (4)

Station Three: Pumper (4); Ladder truck (5)

Station Four: Pumper (5)

Station Five: Pumper (4)

= 32

3) EXPLANATION OF FINANCIAL NEED:

In 2008, Indiana passed House Bill 1001, which capped property taxes throughout the state. Larger cities felt the brunt of the impact because they lost millions of dollars normally received through property taxes; money used to provide public services. Additionally, in the past year our city has lost the last of its large automotive manufacturing plants, followed by several small businesses that have been staples in our community for decades. In June of 2009, it became necessary to cut the City budget across the board; \$1 million from the fire department, specifically.

Our department had no extra funding left from our operating budget to make up the deficit. This forced the laying off of 32 firefighters and the reallocation of resources (stations and trucks). Our Chief was forced to close down two stations, three of our trucks were placed out of service permanently and a fourth truck now operates only on the few days we have adequate staffing.

Our city, government, and Fire Chief have tried generating new funds through creative methods. A LOIT (Local Option Income Tax) has been considered. Creating fire territories which would combine city and county services to save money and better protect our citizens outside of city limits has been explored, as well as possible changes in emergency medical runs within the city, which is currently handled by a county medical provider. At this point, none of those solutions have yet come to fruition. Funding through the SAFER grant would enable us to provide 25 more firefighters in service for two years, yielding greater safety for our firefighters and community as well as moving us toward the NFPA recommendation, while we continue to work on the options aforementioned.

4) STATEMENT OF DIVERSITY:

Because we are requesting funds to rehire firefighters, the use of funds will be limited to the rehiring of those specific firefighters who are currently laid off, regardless of racial or ethnic background. In the past, our department has made efforts to reach out to all areas of the city with information about the department and hiring needs. We have specifically gone to disadvantaged areas, and distributed information and applications. We have made personal visits to the Boys & Girls Club, and the two Community Centers to talk about the fire department and the career opportunities afforded here, in an effort to increase our diversity and outreach in the community. We have made special logistical arrangements for testing times in an effort to accommodate applicants.

5) STATEMENT OF SUSTAINABILITY:

We are currently in talks to consolidate township fire departments with the City's. The possibility of this occurring within the 2-year period of the grant is great. If successful, this territory is easily covered by the manning and vehicles we have, and will generate considerable revenue that can be used to help with the cost of the rehires. Additionally, preliminary conversations have taken place with adjoining departments to establish a Fire Territory, which was recently made possible through our state legislature. Finally, our current EMS services are handled by the County. We hope to expand our coverage to include EMS services, which will generate revenue to the

City to support the rehires.

6) STATEMENT REGARDING VOLUNTEERING:

We have nothing in writing or practice that would discriminate against our firefighters volunteering for another department. In fact, four or five of the firefighters slated to be rehired with SAFER funds were already volunteering at the time of their lay off. Our Chief is a former volunteer himself.

* Please describe any grants that your department has received from DHS including the AFG. For example:
2002 AFG Fire Engine, 2003 UASI Equipment... (Enter "N/A" if Not Applicable).

2006 AFG Grant for SCBA Packs.

2007 AFG Grant for Turnout Gear and Training DVD sets.

Assurances and Certifications

Form 20-16A

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

Note: Fields marked with an * are required.

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 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) Sections 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 with provisions of the Hatch Act (5 U.S.C. Sections 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. Sections 276a to 276a- 7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for Federally assisted construction sub agreements.
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 flood plains 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. Section 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. Section 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 of 1984.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.
19. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

Signed by **Larry Delk** on **01/15/2010**

Form 20-16C**You must read and sign these assurances.**

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

Note: Fields marked with an * are required.

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.

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 DHS funding. States and State agencies may elect to use a Statewide certification.

Signed by Larry Delk on 01/15/2010

FEMA Standard Form LLL

Complete only if applying for a grant for more than \$100,000 and have lobbying activities using Non-Federal funds.

If this lobbying form is not applicable, check "This form is not Applicable." and include this page with your application submission

This form is not applicable