

GRANT APPLICATION SUMMARY SHEET

Grant Name: Fire Prevention and Safety 18-19

Department: FIRE DEPARTMENT

Grantor: U.S. DEPARTMENT OF HOMELAND SECURITY

Pass-Through Grantor (If applicable):

Total Applied \$421,896.00

Metro Cash Match: \$21,094.00

Department Contact: Leigh Anne Burtchaell
862-6364

Status: CONTINUATION

Program Description:

Fire Prevention and Safety Grant - This grant will fund equipment for Arson Investigations. For Fire Prevention we will improve to teach our Firefighters to investigate suspicious fires. For Public Education we would like to purchase new trailer for demonstrations. It is used to train adults and children.

Plan for continuation of services upon grant expiration:

The department will maintain any equipment purchased by the grant.

APPROVED AS TO AVAILABILITY OF FUNDS:

APPROVED AS TO FORM AND LEGALITY:

Thomas O'Dneal 3/14/18
Director of Finance Date

Nick Sp... 3/14/18
Metropolitan Attorney Date

APPROVED AS TO RISK AND INSURANCE:

TJ CW 3/14/18
Director of Risk Management Services Date

Dan B... 3.14.18
Metropolitan Mayor Date

(This application is contingent upon the approval of the application by the Metropolitan Council).

DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
Fire Prevention and Safety

OMB No.: 1660-0054
Expiration Date: August, 31 2019

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average 2.5 hours per response for FEMA Form 080-0-3 "Fire Prevention and Safety". The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472-3100, Paperwork Reduction Project (1660-0054) NOTE: Do not send your completed form to this address.

Applicant's Acknowledgements

- * I certify the DUNS number in this application is our only DUNS number and we have confirmed it is active in SAM.gov as the correct number.
- * As required per 2 CFR § 25, I certify that prior to submission of this application I have checked the DUNS number listed in this application against the SAM.gov website and it is valid and active at time of submission.
- * I certify that the applicant organization has consulted the appropriate Notice of Funding Opportunity and that all requested activities are programmatically allowable, technically feasible and can be completed within the award's Period of Performance (POP).
- * I certify that the applicant organization is aware that this application period is open from 02/12 to 03/16/2018 and will close at 5 PM ET; further that the applicant organization is aware that once an application is submitted, even if the application period is still open, a submitted application cannot be changed or released back to the applicant for modification.
- * I certify that the applicant organization is aware that it is solely the applicant organization's responsibility to ensure that all activities funded by this award(s) comply with Federal Environmental planning and Historic Preservation (EHP) regulations, laws, and Executive Orders as applicable. The EHP Screening Form designed to initiate and facilitate the EHP Review is available at: http://www.fema.gov/media-library-data/1431970163011-80ce3cd907072a91295b1627c56d8fd2/gpd_ehp_screening_form_51815.pdf
- * I certify that the applicant organization is aware that the applicant organization is ultimately responsible for the accuracy of all application information submitted. Regardless of the applicant's intent, the submission of information that is false or misleading may result in actions by FEMA that include, but are not limited to: the submitted application not being considered for award, an existing award being locked pending investigation, or referral to the Office of the Inspector General.

Signed by **Roy A Watson** on **2018-02-21 14:22:25.0**

Overview

* Are you a member, or are you currently involved in the management of the fire department or organization applying for this grant with this application?	
Yes, I am a member/officer/employee of this applicant	

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

Note: Fields marked with an * are required.

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

In the space below please list the person your organization has selected to be the **Primary Point of Contact** for this grant. This should be an officer or member of the fire department or an employee of the organization applying for the grant that will see this grant through completion and 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 should 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 email addresses 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 * are required.

Primary Point of Contact	
* Title	Fire/Arson Investigator
Prefix	Mr.
* First Name	Roy
Middle Initial	A
* Last Name	Watson
* Primary Phone	615-862-5184 Ext. Type work
* Secondary Phone	615-566-3573 Ext. Type cell
Optional Phone	Ext. Type Select
Fax	615-862-5234
* Email	roy.watsonjr@nashville.gov
* Is there a grant-writing fee associated with the preparation of this request? This fee must be specifically identified and listed in the application	

"Request Details" section as a budget line item in order to be eligible for reimbursement.

No

Fees for grant writers may be included as a pre-award or pre-application expenditure. However, fees payable on a contingency basis are not an eligible expense. For grant writer fees to be eligible as a pre-award expenditure they must be paid prior to award, (i.e., paid within 60 days of the end of the application period).

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

FEMA Form 080-0-3

Contact Information

Alternate Contact 1 Information	
* Title	Chief
Prefix	Mr.
* First Name	Al
Middle Initial	
* Last Name	Thomas
* Primary Phone	615-862-5281 Ext. Type work
* Secondary Phone	615-862-5240 Ext. Type home
Optional Phone	Ext. Type Select
Fax	
* Email	al.thomas@nashville.gov

Alternate Contact 2 Information	
* Title	Finance Manager
Prefix	Mrs.
* First Name	Leigh Anne
Middle Initial	
* Last Name	Burtchaell
* Primary Phone	615-862-5424 Ext. Type work
* Secondary Phone	615-478-6634 Ext. Type cell
Optional Phone	Ext. Type Select
Fax	
* Email	leighanne.burtchaell@nashville.gov

FEMA Form 080-0-3

Applicant Information

* Organization Name	Nashville Fire Department
* Are you a Fire Department?	Yes
* Type of Applicant	Fire Department
If "Other", please enter the type of Applicant	
What kind of Fire Department do you represent?	All Paid/Career
If you answered "Combination" above, what is the percentage of career members in your organization?	
* Are you a non-fire based EMS?	No
* Type of community served?	Urban
SAM.gov (System For Award Management)	
* What is the legal name of your Entity as it appears in SAM.gov? Note: This information must match your SAM.gov profile if your organization is using the DUNS number of your Jurisdiction.	Nashville 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	63 Hermitage Ave.
Mailing Address 2	
* City	Nashville
* State	Tennessee
* Zip	37210 - 2195 Need help for ZIP+4?
* Employer Identification Number (i.e. 12-3456789) Note: This information must match your SAM.gov profile.	62-0694743
* Is your organization using the DUNS number of your Jurisdiction?	Yes
* I certify that my organization is authorized to use the DUNS number of my Jurisdiction provided in this application. (Required if you select "Yes" above)	<input checked="" type="checkbox"/>
* What is your 9 digit DUNS number?	078217668 (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"/>
* Please describe your organization and/or community that you serve. 4000 characters	The Nashville Fire Department (NFD) is located in the Central region in the State of Tennessee. We are the service provider for the entire population of Metropolitan Nashville and Davidson

Applicant Information

	<p>County. According to the Census Bureau there are over 626,000 residents with a population growth of 2 percent per year. Our jurisdiction is responsible for 526 square miles. We have 39 fire stations and 1148 personnel. NFD has 55 pieces of first responder emergency equipment and in 2017 the department had over 110,000 calls for service that resulted in over 208,000 responses. NFD definition of a response is one single piece of equipment responding to an emergency.</p> <p>The Nashville Fire Department provides fire suppression, advance life support, basic life support and EMS transport. In addition, we provide specialized operations that include technical rescue, hazardous material response and specialized rescue units that are specifically trained to deal with any event to include dive rescue, cave rescue and high-rise rescues. Our jurisdiction has adopted the 2012 IFC code and our inspectors conduct inspections and enforce the code in over 36,000 commercial and industrial occupancies, and potentially a large portion of over 258,000 parcels if you include short term rental properties in residential occupancies.</p>
* What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served?	626000
* Do you currently report to the National Fire Incident Reporting System (NFIRS)? Note: You will be required to report to NFIRS for the entire period of the grant.	Yes
If you answered "Yes" above, please enter your FDIN/FDID.	19532
Headquarters or Main Station Physical Address	
* Physical Address 1	63 Hermitage Avenue
Physical Address 2	
* City	Nashville
* State	Tennessee
* Zip	37210 - 2195
* Mailing Address 1	63 Hermitage Avenue
Mailing Address 2	PO Box 196332
* City	Nashville
* State	Tennessee
* Zip	37219 - 6332
Bank Account information	
* The bank account being used is: (Please select one from right)	Maintained by my Jurisdiction
Note: The following banking information must match your SAM.gov profile.	
* Type of bank account	Checking
*Bank routing number - 9 digit number on the bottom left hand corner of your check	064005203
*Your account number	178089290
Applicant Budget	
* What is your department's operating budget (i.e., personnel, maintenance of apparatus, equipment, and facilities; utility costs; purchasing expendable items, etc.) for the current (at time of application) fiscal year and for the previous three fiscal years? Please indicate in the text box next to each of the budget figures what fiscal year that amount pertains to.	<p>128610900</p> <p>Budget: 123855900 Fiscal Year: 2017 Budget: 119119200 Fiscal Year: 2016 Budget: 114455100 Fiscal Year: 2015</p>
* Financial Need: Why are you unable to fund this project without Federal assistance? How are the critical functions of your organization affected without this funding? Please provide the details of your current operating budget. Include information on efforts to obtain funding elsewhere and how similar projects have been funded in the past(4000 characters).	
The Fire Prevention Bureau of the Nashville Fire Department has a total budget for the current fiscal year of \$3,513,600.00 of	

Applicant Information

that 99.87% covers personnel costs. The Arson Investigation Unit is under the Fire Marshal's Office of the Fire Prevention Bureau and consists of 5 Fire/Arson Investigators and one supervising Assistant Fire Marshal. The department requested additional funding to cover training and equipment but it was not granted. There are 50 departments within the Metropolitan Government of Nashville and Davidson County. Therefore the Nashville Fire Department does not receive funding for all requested items. In the Nashville Fire Department all fires are investigated pursuant to State of Tennessee Laws. The number of Incendiary fires has seen an increase of 125% from 2011 through 2013 in Nashville. Over the past five years over 1,800 fires were investigated averaging approximately 112 fires per investigator. Out of the 250 fires that were determined to be Incendiary over the past five years, 36% were cleared by arrest. With the upsurge in infrastructure growth and the projected escalation of the population for Nashville over the next three years, the numbers of fires investigated and Incendiary fires are projected to increase as well. The majority of the 850 Suppression personnel are unable determine the act of Arson resulting in Incendiary fires encountered within Nashville not being investigated appropriately given the lack of understanding of this type of criminal activity and lack of specific investigative skills by those personnel.

Additional Information	
* This fiscal year, are you receiving Federal funding from any other grant program for the same purpose for which you are applying for this grant?	No
* Is the applicant delinquent on any federal debt?	No
* This fiscal year, are you receiving Federal funding from any other grant program regardless of purpose?	No
* If awarded, will your organization expend more than \$750,000 in Federal funds during your organization's fiscal year? If "Yes", your organization will be required to undergo an A-133 audit. Reasonable costs incurred for an A-133 audit are an eligible expenditure and should be included in the applicant's proposed budget. Please enter audit costs only once under any "Additional Funding" in the "Request Details" section of the application.	No
If you answered "Yes" to any of the additional questions above, please provide an explanation in the space provided below(4000 characters):	

FEMA Form 080-0-3

Request Information

Program Name
Fire Prevention and Safety

FEMA Form 080-0-3

DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency

Activity Specific Questions for Fire Prevention and Safety Applicants

OMB No.: 1660-0054

Expiration Date: August, 31 2019

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average 2.5 hours per response for FEMA Form 080-0-3a "Activity Specific Questions for Fire Prevention and Safety 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 (1660-0054) NOTE: Do not send your completed form to this address.

Request Details

To review other sections of your application, select the appropriate section from the pull-down menu above and then press the Go button. You may [edit this application](#) if you want to correct a mistake. **After you have reviewed all the sections and are satisfied with the information, please click on the Submit Application link on the left to complete your submission.**

Note: Fields marked with an * is required.

Fire Prevention and Safety								
Fire & Arson Investigation Project								Action
Fire & Arson Investigation - Capabilities Information								View Details
Project								Action
Fire & Arson Investigation-Fire & Arson Investigation								View Details
In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project.								
Develop and implement a standard training program for NFD Suppression and Investigation personnel that will provide the specific investigative skills to properly identify the act of Arson and Arson related crimes and enhanced investigative techniques that conform to today's industry standards allowing for a more aggressive criminal investigation. This will be achieved by the following. 1. Develop and implement a department wide training program designated to increase the investigative capacity needed to determine the act of Arson or an Arson related crime. 2. Providing targeted investigators with the Arson Unit with state-of-the-art crime investigative hardware and software to lessen the frequent request for outside agency assistance. 3. Training for investigators that would conform to industry standards and adhere to changes and revisions made by NFPA 921 since 2011 leading to certification and/or licensing within specialty areas relating to Arson or Arson related crimes.								
Item	Number of units for first 12 months	Cost per unit for first 12 months	Total Cost in first 12 months	Number of units for second 12 months	Cost per unit for second 12 months	Total Cost in second 12 months	Total Cost	Action
1. Development of Standard Training Course	1	\$ 8,000	\$ 8,000	0	\$ 0	\$ 0	\$ 8,000	View Details
2. Investigative Equipment	1	\$ 114,000	\$ 114,000	0	\$ 0	\$ 0	\$ 114,000	View Details
3. Specialized Training	24	\$ 2,000	\$ 48,000	0	\$ 0	\$ 0	\$ 48,000	View Details

Total		\$ 170,000		\$ 0	\$ 170,000			
Community Risk Reduction Project								
Community Risk Reduction - Capabilities Information							View Details	
Project								
Community Risk Reduction-Public Education							View Details	
In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project.								
The Nashville Fire Department covers an area of 526 square miles with communities that include urban, sub-urban, and rural with a population of 626,000 residents. A total of 120 different languages are spoken in Metro schools, with the most popular being Spanish, Arabic, Kurdish, Somali, Vietnamese, Burmese, Napali, Amharic, Chinese and Karen. Spanish speaking students are by far the largest group with 16,896 students, while Arabic and Kurdish round out the top three at 3,435 and 1,181. With the multiple languages spoken here in Nashville, we need a comprehensive program that will also heavily involve hands-on learning so we can adequately teach our non-native English speaking residents.								
Item	Number of units for first 12 months	Cost per unit for first 12 months	Total Cost in first 12 months	Number of units for second 12 months	Cost per unit for second 12 months	Total Cost in second 12 months	Total Cost	Action
1. Inflatable Fire Safety Smoke House	1	\$ 9,920	\$ 9,920	0	\$ 0	\$ 0	\$ 9,920	View Details
2. Inflatable Fireman Costume	1	\$ 3,070	\$ 3,070	0	\$ 0	\$ 0	\$ 3,070	View Details
3. Scotty Fire Safety House	1	\$ 260,000	\$ 260,000	0	\$ 0	\$ 0	\$ 260,000	View Details
Total			\$ 272,990			\$ 0	\$ 272,990	

Fire Prevention and Life Safety-Fire & Arson Investigation Capabilities

In order to help identify what your organization's **current** Fire & Arson Investigation capabilities are, please answer the following questions. Please be sure to only address your **current** capabilities; you will answer questions about the project(s) that your application is requesting after completing this section.

* 1. Do you investigate every fire beyond origin and cause?	Yes
2. Are those assigned to conduct fire investigations certified?	Yes
2a. If "Yes", to what level?	NAFI-CFEI / IAAI CFI
2b. If "No", will you be requesting funds for training in your grant request?	
3. Does your jurisdiction measure its fire investigations/arson enforcement efforts?	Yes
3a. If "Yes", then how? Check all that apply:	Number of investigations Number of prosecutions Number of convictions

FEMA Form 080-0-3a

View Project

Fire & Arson Investigation Project Information	
*1. Project	Fire & Arson Investigation
*If you are submitting more than one Fire & Arson Investigation project, please provide a project title (i.e.: commercial inspections, update code books, etc)	
*2. Who is the target audience for the planned project?	Children under 14 Firefighters
	Adults over 65 High risk group
*3. What is your estimated size of the target audience?	626000
*4. How was this target audience determined?	Formal Assessment
If "None of the above", briefly describe the method used to determine target audience(800 characters)	
* In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project. (1000 characters)	
<p>Develop and implement a standard training program for NFD Suppression and Investigation personnel that will provide the specific investigative skills to properly identify the act of Arson and Arson related crimes and enhanced investigative techniques that conform to today's industry standards allowing for a more aggressive criminal investigation. This will be achieved by the following.</p> <ol style="list-style-type: none"> 1. Develop and implement a department wide training program designated to increase the investigative capacity needed to determine the act of Arson or an Arson related crime. 2. Providing targeted investigators with the Arson Unit with state-of-the-art crime investigative hardware and software to lessen the frequent request for outside agency assistance. 3. Training for investigators that would conform to industry standards and adhere to changes and revisions made by NFPA 921 since 2011 leading to certification and/or licensing within specialty areas relating to Arson or Arson related crimes. 	
* Will this project aim to aggressively investigate every fire?	Yes
If "Yes", this project will aim to aggressively investigate every fire, please explain how this project will assist you in reaching this goal(1000 characters).	
By the end of December 2018, the Arson Investigation Unit will be able to increase their number of Incendiary fire investigations allowing for an increase of the 36% of cases being closed by arrest with better evidence identification, preservation and collection resulting in the successful prosecution of Arson and/or Arson related crimes. This will be achieved by the development and implementation of this training program to suppression personnel providing the understanding and needed investigative skills for the detection of Arson or Arson related crimes allowing suppression personnel to notify the investigation unit to process the crime scene	
* If applicable, explain your current fire and arson investigation program, including the number of personnel, training and certifications of personnel, and any partnerships (local/regional). Please enter "N/A" if not applicable and you are just starting a new program(1000 characters).	
Currently the Arson Investigation Unit of the Nashville Fire Department consists of 5 Investigators and 1 supervising Captain. Two investigators are certified as an IAAI Certified Fire Investigator and three are certified as a NAFI Certified Fire and Explosion Investigator. Due to the lack of specialized training we have to rely on outside agencies to provide critical investigation techniques to complete fire scene investigations. By developing and implementing this training program our goal is to have every Fire and Arson Investigator to hold the same level of certification and training resulting with each Investigator possessing the same level of expertise and professionalism.	
* Explain your jurisdiction's training requirements for fire investigation personnel(800 characters).	

The Nashville Fire Department requires all Fire and Arson Investigators to be certified as either a NAFI CFEI or IAAI CFI and possess an Associate's Degree in Fire Science or related field from an accredited college or university or a High School Diploma and 2 years of experience in firefighting, fire prevention, arson investigation, building codes enforcement, or related emergency experience. It is our intention to develop a standard level of training for Fire and Arson Investigators with the development and implementation of this training program and to sustain this training and build upon it as new industry standards are developed allowing for a standardized level of training for all Fire and Arson Investigators of the Nashville Fire Department.

* How will the items you are requesting enhance your fire and arson investigation efforts (800 characters)?

The departmental training program will increase the less than 1 percent of the first line suppression personnel the needed expertise to determine the act of arson or that an arson related crime occurred and notify investigation personnel to respond and process the scene. The specialized equipment NFD will dramatically reduce the need for outside agency assistance by eliminating the delay within targeted areas of investigation allowing a more thorough preparation of criminal cases presented to the State of Tennessee. Professional training for investigative personnel will connect the gap of present level of knowledge and expertise with current industry standards.

* 5. In the space provided below, please explain your experience and ability in developing and conducting (i.e., timely and satisfactory project completion) past fire prevention and safety projects. Additionally, please demonstrate the experience and expertise you have in managing the type of project you are proposing: (2000 characters)

I have been employed with the Metropolitan Government of Nashville and Davidson County for 26 years and during that time I have assisted the implementation of various projects and grants and have worked closely and cooperatively with other departments such as Metro Purchasing and Metro Legal to set up guidelines for RFPs and ensure the procurement of materials and training. Also responsible for fiscal, statistical supply and related business services as well as prepared purchase orders, needed reports and documentation. I have ensured that contracts are within and remain in compliance with applicable Metropolitan Government purchasing standards.

*6. The narrative portion of the application should contain supporting information that allows for evaluation of this project. If you are applying for a grant in the Fire Prevention and Safety Activity, your Narrative Statement must address the evaluation elements as outlined in the FY2017 Notice of Funding Opportunity.

Keep in mind that the evaluation of your application will also be based on a clear understanding of your proposal, your ability to meet the objectives of the program, and your probability of successfully delivering your project to the population targeted. You need to fully explain how the funds will be used to accomplish the goals of your project. To that end, be sure to include descriptions/justification for all budgeted items - items not justified may be disallowed.

Your narrative is broken out into 5 separate sections which are required, with an optional Additional Comments section. Each section will address each of the criteria upon which your application will be evaluated and scored. Due to the built-in "time-out" feature, we recommend you create the narrative text in your word processing system and then copy it into the spaces provided below. Images, attachments, and special characters of formatting (i.e.: quote marks, bold print, bullet points, symbols, etc.) are not allowed.

***6a. Vulnerability Statement: What is the vulnerability in your community that you have identified? What statistics correspond with and support your project and target audience? Please describe the steps which were taken to determine the vulnerability and target audience and describe the methodology for determining all of the above. (Up to 5000 characters)**

The number of Incendiary fires has increased 125% increase just from 2011 through 2013 in Nashville. Over the past five years over 1,800 fires were investigated averaging approximately 112 fires per investigator. Just in 2013 alone one out of every three fires that were encountered was determined to be Incendiary in nature. Out of the 250 fires that were determined to be Incendiary over the past five years, 36% were cleared by arrest. With the upsurge in infrastructure growth and the projected escalation of the population for Nashville over the next three years, the numbers of fires investigated and Incendiary fires are projected to increase as well. The decisions made within the first 48 hours of the act of Arson or Arson related crimes are critical for the collection of information such as searching the site of the incident, conducting neighborhood searches, retaining victim and witnesses with information regarding the crime and evidence collection from the scene. The majority of the 850 Suppression personnel with the Nashville Fire Department lacks the understanding of this type of criminal activity and lacks the specific investigative skills to determine the act of Arson resulting in the majority of Incendiary fires encountered within Nashville not being investigated and no notification is being made to the Fire and Arson Investigation Unit for scene investigation to properly determine origin and cause of the fire incident.

***6b. Implementation Plan: Provide details on the implementation plan which discusses the proposed project's goals and objectives. What are the methods and specific steps that will be used to achieve the goals and objectives? If applicable, what examples can you provide of marketing efforts to**

promote the project? Who will deliver the project and what partnerships may be involved along with how they will support this project? How will the materials or deliverables be distributed? (Up to 5000 characters)

Develop and implement a standard training program for NFD Suppression and Investigation personnel that will provide the specific investigative skills to properly identify the act of Arson and Arson related crimes and enhanced investigative techniques that conform to today's industry standards allowing for a more aggressive criminal investigation. The training course will be developed by combined efforts from certified Fire Investigator Instructors the District Attorney's Office and other recognized experts within identified and targeted areas of training from Local, State and Federal agencies. This will be achieved by the following.

1. Develop and implement a department wide training program designated to increase the investigative capacity needed to determine the act of Arson or an Arson related crime. This portion of the training will be developed and presented by certified Fire Investigators and will target existing firefighter and district chief personnel assigned to suppression. The developed course will be modeled from NFPA 921 and meet the requirements of NFPA 1033. At the conclusion of this training course the suppression personnel will possess the skills needed to better identify an act of Arson or an Arson related crime occurred and the proper steps to identify and secure valuable evidence for the investigator.
2. Provide the Arson Investigation Unit with state-of-the-art crime investigative hardware and software. This will allow the investigator to collect samples and conduct field testing on scene that will provide instant identification of ignitable and flammable liquids. This will drastically reduce the need for outside agencies to be requested and respond to the scene allowing the crime scene to be processed in a timelier manner. Obtain state-of-the-art digital photography equipment and digital drawing software that meet the standard described in NFPA 921. Provide the Arson Investigation Unit surveillance equipment allowing 24 hour surveillance capabilities to the investigator allowing for gathering additional information from a scene or a suspect without additional contact. These cameras are not the usual consumer type.
3. Attend Contracted Professional Training for investigators that would conform to industry standards and adhere to changes and revisions made by NFPA 921 since 2011 and that meet the standard of NFPA 1033. Upon completion the investigation will obtain professional certification and/or professional licensing within specialty areas relating to Arson or Arson related crimes.

***6c. Evaluation Plan: How will the proposed project be evaluated for its impact on the target audience? Describe how you will measure risk at the outset of the project in comparison to how much the risk decreased after the project is finished.** (Up to 5000 characters)

In order to meet the grant criteria the department will conduct a formal evaluation of the training and equipment requested. Measures set forth by the Arson Investigation unit will be created to identify specific target areas of emphasis from within to include demand, output and cost. Additionally the collected information will be evaluated and studied to identify areas of attention to improve on the results received. The Arson Investigation Unit will compile the information from 2010 to 2015 and determine the current targeted measures and at the conclusion of 2018 review and evaluate the collected targeted items and compare to see what areas need to be addressed to build upon ensuring the success of this program. The following measures that are to be included are as follows.

1. Percent increase in the number of identified Incendiary fires.
2. Percent increase in the number of cases cleared by arrest.
3. Capture the time it takes to complete initial scene investigations.
4. Percent decrease in the number of days it will take to present a case to the District Attorney's Office or Grand Jury for prosecution.

***6d. Cost Benefit: Does your project demonstrate a high benefit for the cost incurred? Are the costs associated with the project reasonable for the target audience that will be reached? If so, demonstrate the above in addition to the cost benefits and how you plan to maximize the level of funding that goes directly into the delivery of the project.** (Up to 2500 characters)

The cost/benefit ration of this proposed grant is found by the following equation: Cost of proposed grant \$170,000 divided by the immediate response area population of 626,000, divided by the expected time for new development of industry standards of NFPA 921 and NFPA 1033 of 3 years. Therefore the cost/benefit of this proposed grant is \$.09 per resident. Furthermore when the total population of our automatic/mutual aid areas where an Arson Investigator is utilized the cost/benefit would be far less per person than that identified with only the immediate response population.

***6e. Sustainability: Is it your organization's intent to deliver this program after the grant performance period? If so, how will the overall activity be sustained and what are the long-term benefits? Examples of sustainable projects can be illustrated through the long-term benefits derived from the delivery of the project, the presence of non-federal partners likely to continue the effort, or the demonstrated long-term commitment of the applicant.** (Up to 2500 characters)

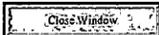
The proposed project will be sustained within the department and implemented creating a new standard level of training for any current or future Fire/Arson Investigators. This project will be evaluated and updated at least annually ensuring it remains with the standards set forth by NFPA 921 and NFPA 1033. The Arson Investigation Unit and the Information Technology support group will conduct routine maintenance checks on the equipment as necessary to ensure all software remains updated and in proper working order. Any software or hardware licenses will be supported by departmental IT support services and the Nashville Fire Department. The department will communicate and work with the Arson Investigation unit to ensure any licenses or certifications obtained from this proposed project are maintained within any timeframe identified by the professional organization or agency the credentials were obtained.

6f. Additional Comments: If you have any additional comments about your project, please provide them here. (Up to 3000 characters)

View Budget Item

* Item	Development of Standard Training Course
* Select Object Class	Supplies
If you selected other above, please specify	
First Twelve Months:	
Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 8000 (Whole dollar amounts only)
Total for first twelve months:	\$ 8000
Second Twelve Months:	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	Develop and implement a department wide training program designated to increase the investigative capacity needed to determine the act of Arson or an Arson related crime. This training will be developed and presented by combined efforts from certified Fire Investigator Instructors the District Attorney's Office and other recognized experts within identified and targeted areas of training from Local, State and Federal agencies and will target existing firefighter and district chief personnel assigned to suppression and current fire investigators. The developed course will be modeled from NFPA 921 and meet the requirements of NFPA 1033. Included in this request is the purchase of laptop PC, PC projector, development of additional training materials and aids.
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	

FEMA Form 080-0-3a



View Budget Item

* Item	Investigative Equipment
* Select Object Class	Equipment
If you selected other above, please specify	
First Twelve Months:	
Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 114000 (Whole dollar amounts only)
Total for first twelve months:	\$ 114000
Second Twelve Months:	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	Provide the Arson Investigation Unit with state-of-the-art crime investigative hardware and software. This will allow the investigator to collect samples and conduct field testing on scene that will provide instant identification of ignitable and flammable liquids. This will drastically reduce the need for outside agencies to be requested and respond to the scene allowing the crime scene to be processed in a timelier manner. Obtain state-of-the-art digital photography equipment and digital drawing software that meet the standard described in NFPA 921. Provide the Arson Investigation Unit surveillance equipment allowing 24 hour surveillance capabilities to the investigator allowing for gathering additional information from a scene or a suspect without additional contact.
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs, number of hours/rate/staff, or meeting costs, number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	

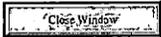
FEMA Form 080-0-3a



View Budget Item

* Item:	Specialized Training
* Select Object Class:	Contractual
If you selected other above, please specify:	
First Twelve Months:	
Number of units, first twelve months:	24 (Whole number only)
Cost per unit, first twelve months:	\$ 2000 (Whole dollar amounts only)
Total for first twelve months:	\$ 48000
Second Twelve Months:	
Number of units second twelve months:	0 (Whole number only)
Cost per unit second twelve months:	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description:	
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff, or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	Attend Contracted Professional Training for investigators that would conform to industry standards and adhere to changes and revisions made by NFPA 921, Guide for Fire & Explosion Investigations, since 2011 and that meet the standard of NFPA 1033, Professional Qualifications for Fire Investigator. Upon completion the investigation will obtain professional certification and/or professional licensing within specialty areas relating to Arson or Arson related crimes. The amount covers tuition, travel, room and per diem for each course.

FEMA Form 080-0-3a



Fire Prevention and Life Safety-Community Risk Reduction Capabilities

In order to help identify what your organization's **current** fire prevention and life safety education capabilities are, please answer the following questions. Please be sure to only address your **current** capabilities; you will answer questions about the proposed project(s) that your application is requesting after completing this section.

<p>* 1. Do you currently have a fire prevention and life safety education program?</p>	<p>Yes</p>
<p>1a. If "Yes", check all that apply.</p>	<p>Smoke alarm education Smoke alarm distribution Fire extinguishers Fire escape planning Burn prevention Juvenile firesetting In-school programming</p>
<p>2. For the above selected programs, how is it implemented? Check all that apply.</p>	<p>School visits Brochures/handouts Open Houses Fairs and festivals Local civic organizations Partnerships</p>
<p>3. Is/are your program(s) targeted at a specific group?</p>	<p>Yes</p>
<p>3a. If "Yes", check all that apply.</p>	<p>Adults over 65 Children under 14 College/university housing People with disabilities Low-income families, neighborhoods Geographic Area</p>
<p>4. Does your program address a specific problem?</p>	<p>Yes</p>
<p>4a. If "Yes", check all that apply.</p>	<p>Residential fire issues Arson/criminal activity Carbon monoxide</p>

Fire Prevention and Life Safety-Community Risk Reduction Capabilities

5. On average, what is the total number of hours of fire prevention and life safety education programs conducted <i>monthly</i> by your organization?	Between 30 - 39 hours
6. Do you evaluate your existing fire prevention and life safety education programs?	Yes
6a. If "Yes", check all that apply.	Count/contacts/outputs Fire data analysis Injury/loss statistics Surveys
7. Does your fire prevention and life safety education program have a dedicated coordinator?	Yes
7a. If "Yes", your department does have a dedicated coordinator, is this person certified to a recognized state or national standard?	Yes
7b. If "No", your department does not have a dedicated coordinator, will you be requesting funds to hire and/or certify a dedicated coordinator in your grant request?	

FEMA Form 080-0-3a

View Project

Community Risk Reduction Project Information	
*1. Project	Public Education
*If you selected "Other", above, please specify	
*2. Who is the target audience for the planned project?	Children under 14 Adults over 65 High risk group
*3. What is your estimated size of the target audience?	626000
*4. How was this target audience determined?	Formal Assessment
If "None of the above", briefly describe the method used to determine target audience(800 characters)	
* In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project. (1000 characters)	
<p>The Nashville Fire Department covers an area of 526 square miles with communities that include urban, sub-urban, and rural with a population of 626,000 residents. A total of 120 different languages are spoken in Metro schools, with the most popular being Spanish, Arabic, Kurdish, Somali, Vietnamese, Burmese, Nepali, Amharic, Chinese and Karen. Spanish speaking students are by far the largest group with 16,896 students, while Arabic and Kurdish round out the top three at 3,435 and 1,181. With the multiple languages spoken here in Nashville, we need a comprehensive program that will also heavily involve hands-on learning so we can adequately teach our non-native English speaking residents.</p>	
* 5: In the space provided below, please explain your experience and ability in developing and conducting (i.e., timely and satisfactory project completion) past fire prevention and safety projects. Additionally, please demonstrate the experience and expertise you have in managing the type of project you are proposing:(2000 characters)	
<p>I have been employed with the Metropolitan Government of Nashville and Davidson County for 26 years and during that time I have assisted the implementation of various projects and grants and have worked closely and cooperatively with other departments such as Metro Purchasing and Metro Legal to set up guidelines for RFPs and ensure the procurement of materials and training. Also responsible for fiscal, statistical supply and related business services as well as prepared purchase orders, needed reports and documentation. I have ensured that contracts are within and remain in compliance with applicable Metropolitan Government purchasing standards.</p>	
*6. The narrative portion of the application should contain supporting information that allows for evaluation of this project. If you are applying for a grant in the Fire Prevention and Safety Activity, your Narrative Statement must address the evaluation elements as outlined in the FY2017 Notice of Funding Opportunity.	
<p>Keep in mind that the evaluation of your application will also be based on a clear understanding of your proposal, your ability to meet the objectives of the program, and your probability of successfully delivering your project to the population targeted. You need to fully explain how the funds will be used to accomplish the goals of your project. To that end, be sure to include descriptions/justification for all budgeted items -- items not justified may be disallowed.</p>	
<p>Your narrative is broken out into 5 separate sections which are required, with an optional Additional Comments section. Each section will address each of the criteria upon which your application will be evaluated and scored. Due to the built in "time-out" feature, we recommend you create the narrative text in your word processing system and then copy it into the spaces provided below. Images, attachments, and special characters of formatting (i.e.: quote marks, bold print, bullet points, symbols, etc.) are not allowed.</p>	
<p>*6a. Vulnerability Statement: What is the vulnerability in your community that you have identified? What statistics correspond with and support your project and target audience? Please describe the steps which were taken to determine the vulnerability and target audience and describe the methodology for determining all of the above. (Up to 5000 characters)</p>	
<p>The Nashville Fire Department covers an area of 526 square miles with communities that include urban, suburban, and</p>	

rural with a population of 626,000 residents. A total of 120 different languages are spoken in Metro schools, with the most popular being Spanish, Arabic, Kurdish, Somali, Vietnamese, Burmese, Nepali, Amharic, Chinese and Karen. Spanish speaking students are by far the largest group with 16,896 students, while Arabic and Kurdish round out the top three at 3,435 and 1,181. With the multiple languages spoken here in Nashville, we need a comprehensive program that will also heavily involve hands-on learning so we can adequately teach our non-native English speaking residents.

***6b. Implementation Plan: Provide details on the implementation plan which discusses the proposed project's goals and objectives. What are the methods and specific steps that will be used to achieve the goals and objectives? If applicable, what examples can you provide of marketing efforts to promote the project? Who will deliver the project and what partnerships may be involved along with how they will support this project? How will the materials or deliverables be distributed? (Up to 5000 characters)**

The Nashville Fire Department has closely worked with the Tennessee State Fire Marshal's Office to come up with a target list of 109 Metro Nashville Public Schools that have a high fire risk based on the population of the students. An average risk score was given to each school based on previous residential fires from the school zone where the students reside. We are currently using this list to focus our fire prevention programs and efforts in these high risk areas that are usually low income, single parent, and have a large population of migrants or refugees. We have heavily recruited community partners from Metro Nashville Public Schools, Vanderbilt Children's Hospital, and Vanderbilt Medical Center Burn Unit. We currently have a Public Information Officer (PIO) that is heavily involved in promoting the Nashville Fire Department through social media, and local media. The public education efforts involving the fire safety vehicle will have a dedicated staff of One Fire Inspector and One Assistant Fire Marshal with one Deputy Fire Marshal overseeing the program. The Nashville Fire Department also utilizes its fire suppression personnel to help distribute fire safety literature and fire safety messages during station tours, show & tells, and other daily interactions with the public.

***6c. Evaluation Plan: How will the proposed project be evaluated for its impact on the target audience? Describe how you will measure risk at the outset of the project in comparison to how much the risk decreased after the project is finished. (Up to 5000 characters)**

The department will conduct a formal evaluation of the items requested using the guidelines from the grant criteria. Measures set forth by the Fire Marshal's Office, Fire Prevention Bureau will be created to identify specific target areas of emphasis from within to include demand, output and cost. Additionally the collected information will be evaluated and studied to identify areas of attention, in order to improve on the results received. The Public Education Division within the Fire Marshal's office will compile the information needed and determine the current targeted measures at the conclusion of 2018 review and evaluate and compare the collected targeted items to see what areas need to be addressed. This will be then be used to build upon the success of this program. The following measures (in no particular order) to be included are as follows.

1. Percent decrease in the number of identified fire fatalities.
2. Percent increase in the number of fire incidents with early warning from smoke detection devices.
3. Capture the time it takes to complete training sessions.
4. Percent increase of the number of identified high risk areas that received training.

***6d. Cost Benefit: Does your project demonstrate a high benefit for the cost incurred? Are the costs associated with the project reasonable for the target audience that will be reached? If so, demonstrate the above in addition to the cost benefits and how you plan to maximize the level of funding that goes directly into the delivery of the project. (Up to 2500 characters)**

The cost/benefit ration of this proposed grant is found by the following equation: Cost of proposed grant \$272,990 divided by the immediate response area population of 626,000, divided by the expected time for new development of industry standards of NFPA 921 and NFPA 1033 of 3 years. Therefore the cost/benefit of this proposed grant is \$.14 per resident.

***6e. Sustainability: Is it your organization's intent to deliver this program after the grant performance period? If so, how will the overall activity be sustained and what are the long-term benefits? Examples of sustainable projects can be illustrated through the long-term benefits derived from the delivery of the project, the presence of non-federal partners likely to continue the effort, or the demonstrated long-term commitment of the applicant. (Up to 2500 characters)**

The department's intent is to continue the program after the performance period of the grant. The proposed project will be sustained within the department and implemented the use and availability of the requested equipment. This project will be evaluated and updated at least annually ensuring it remains with the standards set forth by the Nashville Fire Department Fire Prevention Bureau. The Public Education Division and the identified support group will conduct routine maintenance

checks on the equipment as necessary to ensure all equipment remains in proper working order. Any software or hardware licenses will be supported by departmental IT support services of the Nashville Fire Department. The department will communicate and work with the Public Education Division to ensure any licenses or certifications obtained from this proposed project are maintained within any time frame identified by the professional organization or agency from which the credentials were obtained. In the past few years our department has partnered with the Tennessee State Fire Marshal Office on programs that use similar measures to sustain projects, and we have learned from their efforts. We have commitment from the TN SFMO to continue this partnership.

6f. Additional Comments: If you have any additional comments about your project, please provide them here. (Up to 3000 characters)

FEMA Form 080-0-3a

View Budget Item

* Item	Inflatable Fire Safety Smoke House
* Select Object Class	Equipment
If you selected other above, please specify	
First Twelve Months:	
Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 9920 (Whole dollar amounts only)
Total for first twelve months:	\$ 9920
Second Twelve Months:	
Number of units, second twelve months	0 (Whole number only)
Cost per unit, second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	Fire Safety Inflatables are effective teaching tools, designed to teach children proper fire safety tasks. These portable inflatables help children locate potential fire hazards and practice simple methods of eliminating dangerous situations.

FEMA Form 080-0-3a



View Budget Item

* Item	Inflatable Fireman Costume
* Select Object Class	Equipment
If you selected other above, please specify	
First Twelve Months:	
Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 3070 (Whole dollar amounts only)
Total for first twelve months:	\$ 3070
Second Twelve Months:	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff, or meeting costs: number of meetings/days/attendees). When describing personnel costs, please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	A costume friendly inflatable firefighter designed to assist with fire prevention education among children. This tool will be used at as many public offerings from our office to engage and entertain children in the fire safety message.

FEMA Form 080-0-3a



View Budget Item

* Item:	Mobile Fire Safety House
* Select Object Class	Equipment
If you selected other above, please specify:	
First Twelve Months:	
Number of units, first twelve months:	1 (Whole number only)
Cost per unit, first twelve months:	\$ 260000 (Whole dollar amounts only)
Total for first twelve months:	\$ 260000
Second Twelve Months:	
Number of units second twelve months:	0 (Whole number only)
Cost per unit second twelve months:	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs, please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	This is an effective teaching tool and designed to teach children proper fire safety tasks. These tasks include oven and stovetop fire scenarios. Since Nashville is such a large metropolitan area, a self-contained vehicle that mimics familiar spaces that children identify with in their own homes, the message is easier to deliver. This vehicle will allow the Public Education Division to reach greater numbers of attendees in a timely fashion.

FEMA Form 080-0-3a



Budget

Budget Object Class	First 12-Month Period	Second 12-Month Period	Total
Personnel	0	0	0
Benefits	0	0	0
Travel	0	0	0
Equipment	386,990	0	386,990
Supplies	8,000	0	8,000
Contractual	48,000	0	48,000
Construction	0	0	0
Other	0	0	0
Indirect Charges	0	0	0
Total	442,990	0	442,990

Indirect Cost Details (complete this section only if you have a Federally approved Indirect Cost Rate agreement). Please note you must add the Indirect Costs as a line item within the Request Details section as they are not automatically calculated.

Agency Indirect Cost Agreement with	
Indirect Cost Rate	%
Agreement Summary	
Total Federal and Applicant Share	
Federal Share	\$ 421,896
Applicant Share (Cash OR In-Kind)	\$ 21,094
Applicant Share of Award (%)	5

* Non-Federal Resources (The combined Non-Federal Resources must equal the Applicant Share of \$ 21,094)

a. Applicant	\$ 21,094
b. State	\$ 0
c. Local	\$ 0
d. Other Sources	\$ 0

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

Total Budget	\$ 442,990
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Narrative Statement

The narrative for Fire Prevention and Safety is provided when adding Fire Prevention and Safety Projects under the **Request Details** section.

Assurances and Certifications**FEMA Form SF 424B**

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

Note: Fields marked with an * are required.

O.M.B Control Number 4040-0007

Assurances Non-Construction Programs

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

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

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

Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signed by **Roy A Watson** on **03/05/2018**

Form 20-16C

You must read and sign these assurances.

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

Note: Fields marked with an * are required.

O.M.B Control Number 1660-0025

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

when FEMA determines to award the covered transaction, grant, or cooperative agreement.

1. Lobbying

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable FEMA awarding office, i.e. regional office or FEMA 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 **Roy A Watson** on **03/05/2018**

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.