

The New Mexico Fire Protection Grant cycle for FY23 will open on June 15<sup>th</sup> 2022 and close on August 31<sup>st</sup> 2022. The application can be accessed at <https://www.nmdhsem.org/state-firemarshal/fire-grant-council/#grant>.

**Two Types of Grant Applications:**

1. Individual Department Grant with or without a request for stipends, recruiting, retention and educational programs.
2. County-Wide Project Grant with or without a request for stipends, recruiting, retention and educational programs.

**Eligibility:**

1. All fire departments currently certified and funded by the New Mexico State Fire Marshal's Office are eligible to apply for an Individual Department Grant. The Department must have a unique FDID.
2. County offices having administrative responsibility for more than one district or department may apply for a County-Wide Project Grant providing that each district or department that is under their jurisdiction is compliant with the requirements of the grant. The County-Wide Grant project must benefit all the departments. A County Administrative Office applying for a grant or the application for a County-Wide Grant does not prevent individual departments within the county from applying for a grant.

**Restrictions:**

1. Grant applications must not be contingent on another grant award.
2. Joint applications will not be considered.
3. Only one grant application per FDID may be submitted.
4. Any fire department that is awarded a grant and subsequently loses its qualification to participate in the Fire Protection Funding process shall return the apparatus and or equipment the State Fire Marshal for redistribution as per NMSA 59A-53 and Title 10 Chapter 25 Part 10 of the NMAC.
5. So that as many grant requests as possible may be honored, it is not necessary to apply for the full amount available for the category. Request only an amount that is necessary to address the need.

### **Maximum Awards and Categories:**

The maximum award amounts in the four categories for the grant cycle will be determined by the New Mexico Fire Protection Grant Council and will be dependent on the unencumbered funds available from the Fire Protection Fund. The grant amount requested must be equal to or less than the maximum amount allowed for the category of the project and equal to or less than the total project cost.

1. The maximum amount awarded to a single applicant, either as an Individual Department Grant or as a County-Wide Project Grant, shall not exceed \$400,000 for the following projects:
  - Facility Construction.
  - Major facility improvements or repairs.
  - Land acquisition.
  - Training facilities.
  
2. The maximum amount awarded to a single applicant, either as an Individual Department Grant or as a County-Wide Project Grant, shall not exceed \$300,000 for the following Projects:
  - Apparatus and NFPA equipment.
  - A single large infrastructure project.
    - To include water supply systems and communications infrastructure projects.
  - SCBA and/or air support systems such as air compressors, cascade systems and mobile fill systems.
  
3. The maximum amount awarded to a single applicant, either as an Individual Department Grant or as a County-Wide Project Grant, shall not exceed \$150,000 for the following Projects or other critical needs:
  - PPE-Structural, wildland, extractors, Haz-mat and ballistic protection.
  - Communications- Mobile radios, handheld radios and base stations.
  
4. Stipends, recruiting, retention and fire-service related educational expenses for volunteer fire fighters:

In addition to the projects applied for, up to \$25,000 may be requested by municipal departments with a volunteer staff or a county-wide request may be made for the purpose of providing stipends, supplementing recruiting and retention programs or educational programs for volunteer fire fighters. These funds must be administered by the county or municipality's fiscal agent or their designee. As with grant requests, a specification of the program parameters must be submitted along with the grant application. To ensure a fair allocation of the funds in this category, the amount requested should reflect the actual estimated need. Unexpended funds from this

category may be rolled over but must be reported in the budget information section of the grant application. As with all monies received through this grant, these funds are subject to audit by the state.

The amount awarded for the stipends will be determined by the council on a historically based estimate of the department's stipend expenditures and unused stipend amounts. Supporting documentation shall be uploaded by the requesting agency in the supporting document section of the application.

**\*The application for stipends, recruiting, retention and education programs for volunteer fire fighters will not affect a municipality's or county's eligibility to apply for a grant project.**

**Project costs exceeding the grant amount shall be the responsibility of the local government.**

The grant amount requested must be equal to or less than the maximum amount allowed for the category of the project and equal to or less than the total equipment cost. State fire funds may be used for costs exceeding the grant amount with approval of the State Fire Marshal's Office.

**Signatures and commitment of funds.**

The Fire Chief and the county's or municipality's fiscal agent or designee, shall e-sign the application indicating a commitment to comply with the procurement and reporting requirements of the award and, to comply with any state and federal law governing the use of these funds. The fiscal agent shall e-sign the Fiscal Agent Commitment Statement indicating a commitment of funds that are in excess of the grant and FPF monies necessary to complete the project. Applications submitted without all signatures will not be considered.

## **Minimum requirements for Eligibility.**

### **NFIRS Reporting.**

All applicants shall be in compliance with the reporting requirements of the New Mexico State Fire Marshal's Office utilizing the National Fire Incident Reporting System (NFIRS) IAW 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC. Applicants with delinquent NFIRS reports for the period July through June of the fiscal year preceding the grant applications fiscal year will not be eligible to participate in the grant application cycle.

### **Pump testing.**

All rated fire pumps shall undergo annual pump testing in accordance with current NFPA standards and the Insurance Services Office requirements. The applicant must provide evidence that apparatus pump tests are conducted annually by documenting the most recent results in the apparatus section of the application. The Fire Chief's e-signature on the application is an affirmation that the pump tests have been completed and that three years of pump test records exist for each apparatus with a rated fire pump, with the exception of newly acquired pumps, and are on file with the department and are available for NMSFMO inspection upon request.

\*False affirmations will result in forfeiture of funds and prohibit future grant participation.

### **Hose testing.**

All fire hose shall have been tested within the calendar year preceding the opening of the application period. All annual hose test shall be conducted in accordance with current NFPA Standards and Insurance Services Office requirements. The Fire Chief's e-signature on the application is an affirmation that the hose testing was completed.

\*False affirmations will result in forfeiture of funds and prohibit future grant fund participation.

### **Critical need.**

Applicants may apply for only one critical need.

- Fire apparatus and equipment.
- Tenders and tankers.
- Apparatus intended for use in the urban/wildland interface.
- PPE- Structural, wildland, Haz-mat, extractors and ballistic protection.
- SCBA and support systems.
  - Harnesses, regulators, face pieces, compressor, fixed/mobile cascade systems.
- Communications.
- Facility construction or improvement.
- Training, training aids and supporting equipment.
- A need that will clearly have a significant impact on your ISO rating.

**Summary.**

1. Awards will be subject to audit and will result in forfeiture of funds and disqualification for future grant eligibility if non-compliance is determined.
2. All the information contained in the application is carefully reviewed and considered. In addition to the general information and data provided, thorough and clear narrative responses as well as a full financial disclosure are critical to helping reviewers understand the needs of the department relative to the request.
3. Apparatus purchased with grant funds must meet current NFPA standards and will be inspected for compliance and acceptance.
4. Awards are contingent upon the approval of the specifications.
5. For apparatus, the department must have the capability to immediately house the apparatus properly. NFPA listed equipment may be included with the purchase of the apparatus.
6. Preliminary project specifications, scope of work and concept drawings must be submitted to the Fire Support Division. Applications submitted without this documentation will not be considered. Applicants are encouraged to contact the Fire Support Division for guidance regarding NFPA or ISO requirements when there is a question about compliance.
7. Only apply for an amount that is necessary to aid in the completion of the project.

### Scoring.

- Regular and appropriate training. (Up to 20 points).
  - Training calendar.
  - Rosters of attendees or members training records.
  - Total hours offered.
- Financial need. (Up to 25 points).
  - Is the departments financial picture clearly articulated to include debts and funding sources?
  - Are there explanations of previous efforts that have been made to secure the funding?
  - Is there an explanation of the financial impact if the grant is not awarded?
- Critical need. (Up to 20 points).
  - Is the request a critical need identified in the grant?
  - Is there an explanation of how the request will positively impact the operations of the department?
  - Is there an explanation of how a denial of the grant will negatively impact the operations?
  - Are there other negative or positive impacts to consider?
- Benefit to the community. (Up to 15 points).
  - How will the grant award benefit the community?
  - Is there an explanation of how this will positively or negatively impact the community and the service area of the department?
  - Will this request reduce response times?
  - Will this request have a direct effect on community safety?
- Completeness of Application. (Up to 10 points).
- Insurance Services rating.
  - ISO rating will be added to the final average score.

### **Ranking.**

After review by the Fire Support staff for compliance;

1. The valid applications will be submitted to the grant council.
2. Three councilors will be assigned to review and score half of the total number of valid applications.
3. A second group of three councilors will be assigned the remaining half of the valid applications to review and score.
4. The scoring will be reviewed by the full council and outliers will be reexamined.
5. The individual entity's three raw scores will be merged and averaged.
6. The average scores will be added to that entity's ISO rating for a final score.
7. The final scores will be used to determine the entity's rank among the other applicants for presentation to the council with input from the Fire Support staff.
8. In order of ranking, the application will then be considered for approval by the collective council.