

THE NEW MEXICO FIRE PROTECTION GRANT COUNCIL
FY25 ELIGIBILITY REQUIREMENTS AND SELECTION CRITERIA

APPLICATION PERIOD

The application opens on July 1, 2024, and closes on August 31, 2024

WEBSITE

<https://newmexicostatefireservicesgrant.com/>

GRANT APPLICATION TYPES

1. Individual Department Grant
2. County-Wide Project Grant
3. Volunteer 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 fire department must have a unique FDID.
2. County Administrative Offices having administrative responsibility for more than one district/department may apply for a County-wide Project Grant if each district within the County is compliant with the requirements of the grant. The County-Wide Project must benefit all the departments within the County. A County Administrative Office applying for a grant does not prevent departments within the County from applying for an Individual Department 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 jurisdiction 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 to the State Fire Marshal for redistribution as per 59A-53 NMSA 1978 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. Please request only the amount that is necessary to address the need.

MAXIMUM AWARD AMOUNTS

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 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 equipment cost. Only a single project may be applied for (Ex. If applying for apparatus equipment, you cannot add PPE to the same grant application).

1. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) shall not exceed **\$600,000** for the following projects:
 - Apparatus (If a radio is part of the specification, it must be capable of 700 MHz programming)
 - New Construction

2. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) shall not exceed maximum of **\$500,000** for the following projects:
 - Major facility improvements or repairs
 - Land acquisition
 - Training Facilities
 - Single large infrastructure project to include water and communications infrastructure projects
 - SCBA's and/or air support systems (air compressors, cascade systems)
 - Communications – Mobile Radios, Portable Radios and Base-Stations
 - All radios must be capable of 700 MHz programming

3. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) shall not exceed **\$250,000** for the following projects:
 - NFPA Equipment
 - PPE (structural, wildland)
 - Extractors- PPE, SCBA
 - Other projects that will positively impact ISO

4. In addition to the projects applied for, up to **\$25,000** may be requested by Municipal Departments or a County-wide request may be made for the purpose of providing stipends, supplementing recruitment and retention programs or educational programs for volunteers that are administered by the County or Municipality's Fiscal Agent (CFO or designee).
 - An approved policy/specification of the program parameters from the department's fiscal agent must be submitted with the grant application request
 - Signed Policy, Council/Commission Resolution
 - Costs exceeding the grant amount shall be the responsibility of the local government
 - State fire funds may be used for this purpose with approval from the New Mexico State Fire Marshal's Office
 - Educational programs are for volunteer training and not fire prevention materials.
 - A report of all Stipend Grant fund usage shall be submitted to the State Fire Marshal's Office upon expenditure of all awarded funds or by 8/31 for the previous fiscal year in order to remain eligible for the stipend award.
 - Any unused funds will be used to offset the total award, so it does not exceed \$25,000.

SIGNATURES/COMMITMENT OF FUNDS

1. The Fire Chief and the County/Municipality's Fiscal Agent shall sign the application indicating a commitment to comply with the procurement and reporting requirements of the award and to comply with any laws governing the use of these funds. The Fiscal Agent shall also sign the Fiscal Agent's Commitment Statement indicating a commitment of these funds for the awarded project. Applications submitted without all signatures will not be considered.
2. Project costs exceeding the grant amount requested shall be the responsibility of the applicant.
 - 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 costs.
 - If the excess funds used will be from State Fire Funds, the use must be approved by the State Fire Marshal's Office.

MINIMUM REQUIREMENTS FOR ELIGIBILITY

1. Beginning FY 2026, all departments applying for a grant shall have had an ISO inspection within the last seven (7) years.
2. 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) per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC.
 - Applicants with outstanding delinquent NFIRS reports for the period of July 2023 to June 2024, will not be eligible to participate in the grant application cycle.
 - All reporting must be compliant by 7/15.
3. Pump Testing: All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety.
 - All annual pump tests shall be in accordance with current NFPA standards and the Insurance Service Office (ISO) requirements.
 - The Fire Chief's e-signature on the application is an affirmation that the pump tests have been completed and that three (3) years of pump test records exist and are on file for each apparatus with a rated pump, with the exception of newly acquired apparatus.
 - All records are subject to inspection upon request.
4. Hose Testing: All fire hose shall undergo annual hose tests to ensure proper function and firefighter safety.
 - All annual hose tests shall be in accordance with NFPA standards and the Insurance Service Office (ISO) requirements.
 - The Fire Chief's e-signature on the application is an affirmation that hose testing for the previous calendar year was completed, records exist and are on file for all hose.
 - All records are subject to inspection upon request.

CRITICAL NEEDS

Departments may apply for only one project in one critical needs category listed below:

1. Need that will clearly have significant impact on ISO Public Protection Classification
2. Water Supply/Distribution
 - Storage tanks greater than or equal to 40,0000 gallons with a 250 gpm pump and hydrant with 6” piping.
3. Fire apparatus/equipment
 - Apparatus that will have a clear impact on ISO
 - Engines/Pumpers with a minimum 1000 gpm pump
 - Pumper Tenders with a minimum 1000 gpm pump
 - Aerial Apparatus
 - Service Companies
4. Personal Protective Equipment
 - Structural and/or Wildland
 - SCBA and/or Air support systems (Compressor, fixed and mobile cascade systems)
 - Decontamination Equipment- Bunker Gear and/or SCBA Extractors
5. Communications
 - Radios compatible with 700 MHz
6. Facility Construction
 - New Facility Construction
 - Facility Improvement/Repairs

SCORING- 100 points possible

1. Regular and Adequate Training (Up to 20 points):
 - Training records for each member for year prior (July 1, 2023 to June 30, 2024)
 - Total Hours Trained Per Person
 - Attached records with rosters containing signatures (Electronic records or physical copies)
2. Financial Need (Up to 25 points):
 - Clearly articulate the department's financial picture to include debts and funding sources that the organization has (Tax Base, Fire Fund, EMS Funds, Other Funding Sources)
 - Explain the efforts that have been attempted to secure the funding requested.
 - Explain the financial impact to the department if the grant is not awarded
3. Problem (Up to 20 points):
 - Is the request a critical need identified in the grant?
 - How will the request positively impact the operations of the department?
4. Benefit (Up to 10 points):
 - What are the positive and negative impacts if awarded?
 - Be specific
5. Consequences (Up to 10 points):
 - What are the negative impacts if not awarded?
 - Be specific
6. Completeness of Application (Up to 5 points)
 - Overall grant request thoroughness
 - Clear picture across all areas of the grant request
7. Insurance Services Organization (ISO) Rating (Up to 10 points):
 - ISO Rating will be added to the final averaged scoring
 - Example- ISO 10 = 10 pts, ISO 5 = 5 pts

ADDITIONAL INFORMATION

1. Awards may be subject to audit and could result in forfeiture of funds and future grant consideration if non-compliance is determined.
 - Any grant awards deemed non-compliant will result in loss of opportunity for the upcoming grant cycle.
2. All the information contained in the application is carefully reviewed and considered. In addition to general information and data provided, thorough and clear narrative responses are critical to helping reviewers understand the needs of the department relative to the request.
3. Apparatus purchased with grant funds must meet the current NFPA standards and will be inspected for acceptance.
4. Awards are contingent upon approval of specifications by the State Fire Marshal's Office.
5. For apparatus applications, the department must have the capability to immediately house apparatus properly. NFPA listed equipment may be included with the purchase of apparatus.
6. Preliminary project specifications, (i.e., scope of work, concept drawings, stipend policies) must be submitted with the application. Applications submitted without preliminary project specifications will not be considered. Applicants are encouraged to contact the SFMO for guidance on what is required by NFPA or ISO prior to submitting.
7. Only apply for an amount that is necessary to aid in the completion of the project.

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 approximately half of the total number of valid applications.
3. A second group of three councilors will be assigned the remaining valid applications to review and score.
4. The scoring will be reviewed by the full council and outliers will be reexamined (Greater than 25 point difference between any of the councilors)
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.