

2021
*Wildland Urban Interface
Assistance Grant Application
Manual*

**STATE OF OREGON AWARD DOLLARS AVAILABLE TO IMPROVE
FIRE PROTECTION CAPABILITIES IN OREGON'S WILDLAND URBAN
INTERFACE**



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Award manual and application materials:

[https://www.oregon.gov/osp/programs/sfm/
Pages/2021WildlandUrbanInterfaceAssistanceGrant.aspx](https://www.oregon.gov/osp/programs/sfm/Pages/2021WildlandUrbanInterfaceAssistanceGrant.aspx)

INTRODUCTION

In January of 2021, the Oregon Legislature Emergency Board granted approximately two million dollars to the Oregon Office of State Fire Marshal for distribution to the Oregon Fire Service. This funding is available to the Oregon Fire Service as a grant. The objective of the **Wildland Urban Interface (WUI) Assistance Grant** Program is to improve the capacity and capability of fire protection districts and fire departments across Oregon. These jurisdictions protect Oregon communities and play a pivotal role in the prevention and suppression of wildland fires in the WUI. The WUI Assistance Grant is administered as a **pass through award**. The grant is intended for fire agencies that were impacted by the 2020 fire season along with underrepresented and under-served communities. Although all Oregon fire jurisdictions are eligible to receive funding.

A scoring committee will evaluate all grant applications for this **one-time grant**. This process will better define those jurisdictions that demonstrate the greatest need to increase readiness and target requests that demonstrate substantial department damage or loss from the 2020 fire season as well as communities with under-served and underrepresented populations.

No one criterion listed in the application will assure or eliminate a fire department from funding. Each of these factors will be part of the ranking criteria. The scoring committee will evaluate each application.

ELIGIBILITY

- LOCAL FIRE AGENCY must be an established fire district or fire department which has been assigned an FDID or in the process of being established.
- All proposals must be moving forward fire prevention activities and programs, fire training, operational needs, including but not limited to PPE and equipment and other fire related programs and needs.
- Projects that do not indicate improvement of the protection capabilities will not be eligible.

ALLOWABLE AND UNALLOWABLE COSTS

COST ITEMS	ALLOWABLE	
	YES	NO
Funding directed to help stabilize fire departments and/or district budgets which have been adversely impacted by the 2020 wildfire season	YES	
<u>Structural</u> or <u>Wildland</u> firefighting supplies such as basic tools, fireline hand tools, hose, adapters/reducers, fittings, valves, pumps, nozzles, fold-a-tanks, portable tanks, chainsaws, hydrant wrenches, SCBA systems, Thermal Imaging Cameras, generators and weather kits.	YES	
<u>Structural</u> or <u>Wildland training</u> expenses, such as instructor fees, travel expenses, registration fees or costs, facility rentals, and classroom materials for either basic or advanced courses.	YES	
<u>Structural</u> or <u>Wildland</u> equipment, repairs, upgrades, or safety improvements for the acquisition or modification of firefighting equipment, which may include labor and materials. For these purposes only, “ equipment ” may also include apparatus or vehicles such as command units, personnel transport vehicles, fire engines, water tenders, etc. used for command, control and suppression of a fire.	YES	
<u>Structural</u> or <u>Wildland</u> basic PPE, such as new generation fire shelters, fire resistant shirts and pants, hard hats, eye protectors, gloves, boots, and turnouts.	YES	
<u>Structural</u> or <u>Wildland</u> communications equipment, such as narrow-band or narrow-band compatible handheld or vehicle units, pagers and accessories and Global Position Units (GPS).	YES	
Office equipment, mobile phones, drones, computers, software, smoke detectors, TVs, DVD players, cameras, VCRs, or projectors that support wildland fire suppression and prevention efforts.	YES	
Personnel Grant/Payroll funding. These award dollars will not be allowed to pay salaries, stipends, or other volunteer/employee payments.		NO
Construction or remodeling of buildings or any work on “real” property (such as wells).		NO

APPLICATION PROCESS

APPLICATION FORMS AND INSTRUCTIONS

Application materials will be available electronically at <https://www.oregon.gov/osp/programs/sfm/Pages/2021WildlandUrbanInterfaceAssistanceGrant.aspx> and by mail as requested. The application form can be completed manually or electronically. If the agency is completing the entire packet manually, additional pages will be accepted. The application will provide the selection committee with the criteria needed to score the application properly.

- Applications received after the deadline of March 15, 2021, after 5pm, may not be considered.
- Applications not submitted on a current 2021 WUI GRANT application form will not be considered.
- The columns on Page 3 do NOT automatically total at the bottom, this will need to be done manually by LOCAL FIRE AGENCY.
- If additional lines are needed, insert rows into the table as necessary; however, group items as much as reasonably possible, yet specific enough to provide information to the selection committee. For example, if LOCAL FIRE AGENCY wants to purchase wildland hose it can be listed on one line: Wildland Hose – 4-1’x100’, 1-1½”x50’. Same listings apply for nozzles, adapters, etc.
- Page 1 has an **OSFM USE ONLY** shaded column. Do not fill-in this column.
- The application form must be signed by an authorized agent of the fire department (Fire Chief, Treasurer, or Board Chairperson). If the application is submitted electronically, the email coversheet will be accepted as the electronic signature. If the signatory on Page 4 does not submit the application, please copy the signatory on the email to acknowledge their approval.

APPLICATION DEADLINES AND SUBMISSION PROCESS

- Applications must be **received** no later than 5:00 p.m. **March 15, 2021** via:
- **Email** with attachments to wui.assistance.grant@osp.oregon.gov this is the preferred submittal method. **Please verify receipt.**
- **Mail** to WUI Grant Coordinator, Oregon Office of State Fire Marshal, 3565 Trelstad Ave SE, Salem OR 97317
- Submit only **ONE** copy. **DO NOT submit multiple copies (i.e., email and U.S. mail delivery).**
- LOCAL FIRE AGENCY should receive their award status by April 15, 2021.

SELECTION PROCESS

SELECTION PANEL

Any unallowable items will be identified in a pre-review process as well as a committee review process. A multi-agency group will meet in April to review the applications and will include the following representatives:

- *Oregon Fire Chiefs Associations*
- *Oregon Fire Marshal's Association*
- *Oregon Volunteer's Firefighters Association*
- *Oregon Fire District Director's Association*
- *Oregon State Firefighter's Council*
- *The Governor's Office*
- *Office of State Fire Marshal*

Successful applicants will receive a WUI Assistance Grant Award Agreement, along with other award documents, via e-mail after the selection process is completed. This Agreement **requires signatures and return** to the WUI GRANT Award Coordinator before any awarded funds will be disbursed.

TIME PERIOD COVERED BY THE AWARD

- **Applications Due:** March 15, 2021
- **Fire Departments receive Notice of Award:** April 15, 2021
- **Funding Allocated:** May 1, 2021
- **Project Status Updates** Monthly

PROJECT STATUS UPDATES

After an applicant has received funds, they must update OSFM on the status of the project. This can be done by submitting an email the OSFM WUI Grant Coordinator of the project status. Project status updates must include: project number, completion of project milestones, estimated timeframe for project completion, and any other relevant information.

GRANT COMPLETION

Once the applicant has completed the project, the department must notify OSFM. To do this, the department must email the OSFM WUI Grant Coordinator and provide proof of payment for all services and equipment.

OSFM CONTACT

WUI Grant Coordinator
Oregon Office of State Fire Marshal
3565 Trelstad Ave SE
Salem, OR 97317
Email: wui.assistance.grant@osp.oregon.gov