



FEMA

AFG

Assistance to
Firefighters
Grant Program



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NEW APPLICANT TOOLS AVAILABLE FOR FY 2013 FIRE PREVENTION AND SAFETY (FP&S) AND FP&S RESEARCH AND DEVELOPMENT GRANTS

Start planning your FY 2013 FP&S Grant application now! Although the dates of the FY 2013 application period are not yet final, we recommend that you start your application today by reviewing the updated FP&S applicant tools, including the first *Research and Development (R&D) Get Ready Guide*. These tools were produced specifically to help potential applicants begin to plan their 2013 applications ahead of the application period. The tools can be viewed on the AFG website or downloaded to your computer.

First, review the updated *FP&S Get Ready Guide* or the *R&D Get Ready Guide*, depending on which activity you plan to apply under. These guides will identify and help you prepare to address the most important elements of your grant application.

Then review the updated *FP&S Self-Evaluation Sheet* for those applying under the FP&S activity. The Self-Evaluation Sheet has been developed to help you better assess your organization's readiness to apply for a FY2013 FP&S grant and also to help you better understand the criteria that you must address as you prepare your application.

FP&S Grants Help Desk: If you have questions about the Get Ready Guides and Self-Evaluation sheets listed below, call or e-mail the FP&S Grants help Desk. The toll-free number is 1-866-274-0960; the e-mail address for questions is firegrants@fema.dhs.gov.

Tools for FP&S Applicants

- [FY 2013 FP&S Get Ready Guide](#)
- [FY 2013 FP&S Self-Evaluation Sheet](#)

Tool for FP&S Research and Development Applicants

- [FY 2013 FP&S Research and Development Get Ready Guide](#)

SYSTEM FOR AWARD MANAGEMENT (SAM)

- **All applicants must have their organizations registered in SAM.gov.** If you do not yet have an active SAM.gov registration, the AFG has produced a presentation on SAM.gov that can help you get registered. **To view the presentation, go to the [SAM.gov presentation](#) on the [AFG website](#).** The presentation also can be downloaded to your computer so that you can watch it at any time.
- **Starting with the FY 2013 AFG Program, all applicants will be required to register in SAM.gov BEFORE submitting an application.** If you are thinking about applying for any FY 2013 AFG funds, you should register your organization on SAM.gov as soon as possible. Don't wait for the application period to open to start your registration. It can take several days for registrations to be processed.
- **Your Data Must Be Correct!** Make sure the banking information, employer ID number, and DUNS number you report in SAM.gov are accurate and match the data in your grant application. If the information does not match, your registration will be delayed.
- **Registration on SAM.gov is completely free of charge.** There is no fee for you to register or to renew or update your organization's information on [SAM.gov](#). Private businesses or contractors will register your organization in SAM for you—for a fee. Their websites often look like government websites at first glance. BUT remember that no fee is charged to register in SAM.gov or to use its resources.

ACTIVE SAM.GOV REGISTRATIONS REQUIRED TO RECEIVE NEW AWARDS AND GRANT PAYMENTS

- **Applicants: No new awards can be made to organizations that do not have active registrations in SAM.gov.**
- **Grantees: Your future grant payments and amendment requests will be delayed if you do not have an active and accurate SAM.gov registration in place.** Avoid unnecessary delays by ensuring that your organization is registered and that all of your SAM.gov data are accurate. Use the resources listed below if you need assistance.

TO OBTAIN HELP WITH SAM.GOV:

1. **Become familiar with SAM.gov Website.** Read the Guides, Top FAQs, and other information that can be found on the [SAM.gov website](#), the [SAM Helpful Hints page](#), and the [Federal Service Desk](#) at [www.fsd.gov](#)
2. **View the AFG's [SAM.gov presentation](#)** and the prerecorded [SAM webinar](#) from the General Services Administration (GSA). They cover topics like:
 1. How to create a new SAM user account;
 2. How to migrate permissions from the legacy Central Contractors Registry (CCR) system into SAM; and
 3. How to update and renew an existing registration.
3. **Contact the AFG Grants Management Specialists (GMS).** Send questions by e-mail to the AFG Grants Management Specialist for your FEMA region. A list of the GMS for each FEMA Region can be [found on the AFG Website](#). You may send questions by fax to the GMS staff at 202-786-9905.

NOTICE TO ALL FY 2013 SAFER HIRING GRANT APPLICANTS REGARDING SAFER VETERANS HIRING PROGRAM

Regardless of the status of your SAFER Hiring grant application, we would like to provide additional information about the SAFER Veterans Hiring Program. As FY 2013 SAFER award announcements are made, grantees will be sent specific information about how to request additional funds for SAFER Veteran hires and the documentation

required. If your department receives notice of a FY 2013 SAFER award, you should anticipate receiving a separate e-mail message with this information within a week.

The FY 2013 SAFER grant program has set aside \$20 million for the Veterans Hiring Program which provides successful FY 2013 SAFER grant program awardees with the opportunity to request additional Hiring Grant funds should they recruit and hire military veterans to fill the SAFER-funded positions. All successful awardees of grants to hire **new firefighters**, or fill positions **vacated through attrition** or **rehire laid-off firefighters** will have the option to submit an amendment request to extend SAFER funding from two to three years for those positions being filled by military veterans.

For example, if an application is approved for 50 new hire positions and 10 of the positions are being filled by military veterans, the applicant may request extending funding (salary and benefits) for those 10 positions from two to three years. In conjunction with the additional funding, the period of performance of the grant will be extended for the number of SAFER-funded positions being filled by military veterans

The deadline to submit a FY 2013 SAFER Veterans Hiring Program amendment request is **June 1, 2014**; however, funding is limited, and requests will be considered on a first-come, first-served basis.

Below are answers to some basic questions about the SAFER Veterans Hiring Program

1. **How is the SAFER Veterans Hiring Program defining a “veteran”?**

Under this program, a military veteran is defined as an individual who has served on active duty at any time in the armed forces for a period of more than 180 consecutive days, and who has been discharged or released from active duty in the armed forces under honorable conditions.

2. **Are successful FY 2013 SAFER grantees that were awarded funds to retain firefighters facing imminent layoffs eligible to participate in the Veterans Hiring Program?**

No. The objective of the Veterans Hiring Program is to encourage successful applicants to recruit and hire military veterans to become new firefighters .

3. **Can I use SAFER grant funds to hire personnel for additional firefighter positions (in addition to what was included in my FY 2013 award) if the positions are being filled by military veterans?**

No. The number of positions being funded by the SAFER grant cannot be increased from the original application.

4. **Who should I contact if I have questions on the FY 2013 SAFER Veterans Hiring Program?**

Contact the AFG Program Help Desk with questions or comments by calling 866-274- 0960 or email at firegrants@fema.dhs.gov

5. **What happens after the grant concludes? Do I have to keep the SAFER-funded firefighters employed?**

Awarded recipients do not have any obligation to retain the SAFER-funded firefighters after the conclusion of the period of performance for FY 2013 SAFER awards.

Veteran Recruitment and Hiring

Many veteran resources and job search websites offer employment information. While this is not an exhaustive list, below are a few suggestions that offer fire departments information on hiring veterans.

- **VetSuccess- Department of Veteran Affairs**

VetSuccess assists employers with **information about workplace accommodations, best practices for employment success, and resources to hire veterans**. It also provides employers an opportunity to post jobs targeting military veterans. For more information, please visit their website at

www.vetsuccess.gov/home

- **Career One Stop Centers- Department of Labor**

The Department of Labor Career One-Stop Centers, a partner of the American Job Center Network, offers the Gold Card to unemployed post-9/11 era veterans that include intensive one-on-one and follow-up employment services needed to succeed in today's job market. For more information about posting job descriptions and employer resources, please contact the One-Stop Career Centers at 877-US2-JOBS (877-872-5627) or visit their website at www.careeronestop.org

- **Career Fairs**

While there are many job search websites devoted to connecting military veterans with employment, organizations such as the **U.S. Chamber of Commerce Hiring Our Heroes initiative** and the **Department of Veteran Affairs VA for Vets program** host career fairs around the country. Whether you are looking to hire veterans to fill one or more positions, career fairs provide the opportunity to meet face to face with candidates and conduct on-the-spot interviews.

- **iHeartRadio's Show Your Stripes**

Show Your Stripes is a media campaign to assist veterans transition into the civilian job market by providing one location for valuable employment resources. For more information, please visit their website at <http://www.showyourstripes.org/>

SAFER Grants Help Desk:

If you have any questions about the FY2013 Veterans Hiring Program, call or e-mail the SAFER Grants Help Desk. The toll-free number is 866-274-0960, and the e-mail address is firegrants@fema.dhs.gov

AFG Home Page: www.fema.gov/firegrants

AFG Regional Representatives: <http://www.fema.gov/fire-grant-contact-information>

AFG Help Desk: E-mail: firegrants@fema.dhs.gov

Telephone Toll-Free: 1-866-274-0960

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