



FEMA

AFG

Assistance to  
Firefighters  
Grant Program



- ▶ FINALIZE & SUBMIT YOUR APPLICATION NOW: THE FY 2014 ASSISTANCE TO FIREFIGHTERS GRANTS (AFG) APPLICATION PERIOD CLOSES ON FRIDAY, DECEMBER 5, 2014 AT 5:00 P.M. EST
- ▶ APPLICATION REVIEW & SUBMIT CHECKLIST
- ▶ WEB BROWSER REMINDERS
- ▶ ADDITIONAL SUPPORT RESOURCES

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FINAL HOURS: The Assistance to Firefighters (AFG) application period will close on Friday, December 5. **Applications must be received no later than 5:00 p.m. Eastern Time.** No exceptions will be made for submissions after **5:00 p.m. Eastern Time** so submit your application on time.

Complete your application today at <http://www.fema.gov/e-grant-application-access>

#### APPLICATION REVIEW CHECKLIST

**\* Please remember to do the following before submitting your AFG application\***

- **Proofread your application:** Mistakes or errors on your AFG application can disqualify your organization for grant award consideration.
- If you included any "filler" or placeholder text while filling out your application, update the application fields with your final and complete answers.
- Do your sentences and paragraphs present clear thoughts and ideas?
- Does your narrative explain your organizations needs in a way that someone would easily understand?
- Check your inventory amounts and costs for all items that you are requesting and confirm that there are no discrepancies between the **Request Details** Information section of the application and the **Narrative**.
- Have all application fields, or questions, been answered?
- Make sure that you have described **your organizations** needs in **your** voice, **do not** use boilerplate language or copy from vendors, manufacturers, etc.
- Ask a colleague who is not involved with the actual writing of the grant to proofread your application.
- Confirm that your bank and sam.gov information is accurate and up-to-date.
- Review AFG program funding priorities located in the [Funding Opportunity Announcement \(FOA\)](#) and compare them to your application.
- Visit the [AFG home page](#) for additional application assistance tools.

## WEB BROWSER REMINDERS

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- For best results, use Internet Explorer when completing your online AFG application. Alternate browsers, such as Firefox and Safari, may have limited functionality in the application.
- Avoid opening multiple web browsers or multiple windows when completing and submitting your AFG application; this has caused technical problems for some users.

The following settings work best when using Internet Explorer, please do the following before logging into the site:

- Click on tools, and then click on Internet Options.
- Under the General tab click on the settings button under browsing history.
- Make sure it is set to "Check for newer versions of stored pages. (update to) every time you visit the page."
- Then click the "delete" button and delete your temporary internet files, cookies, history and form data.
- Then close and click ok. Then close and click ok. Close the browser and any other open browsers then open up a new one.
- If you must use Firefox in order to make the right choice from the dropdown, you will need to use your up and down arrow key on your keyboard instead of your mouse to make the selection. Once you have chosen using your up and down key, then press enter.

**AFG Home Page:** [www.fema.gov/firegrants](http://www.fema.gov/firegrants)

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

**AFG Help Desk: E-mail:** [firegrants@fema.dhs.gov](mailto:firegrants@fema.dhs.gov)

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