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New for FY2019

**New Web Address to Apply:**

- The online FY 2019 AFG application is only available at the Assistance to Firefighters Grant Program’s FEMA GO (FEMA Grants Outcomes) application portal, at [https://go.fema.gov](https://go.fema.gov). The FY 2019 AFG NOFO contains some changes to definitions, descriptions, and priority categories. Changes to the FY 2019 AFG NOFO include:

**Under Micro Grants:**

- Wellness and Fitness is now eligible as a micro and regional grant.
- Modifications to Facilities activities are now eligible as a micro grant.

**Under Equipment Category:**

- Training ‘props’ are limited to $50,000 except for a State Fire Training Academy request.
- Learning Management Systems (LMS) to include software and computer programs for local departments and states to track training and certifications were added as high priority.

**Under Operation and Safety and Regional category:**

- Immediately Dangerous to Life or Health (IDLH), Protection for Fire Investigators (single-use respiratory protection) is added as high priority.
- Definition of Primary First Due Response Area is updated to be consistent with NFPA 1710 Current Edition. The geographic area surrounding a fire station in which a company from that station is projected to be the first to arrive on the scene of an incident.
- Application will include data/statistics on fire departments implementation of National Fire Protection Association (NFPA) 1582 physicals. This information is not included in the peer review determination.

**Under Vehicle Acquisition**

- Brush vehicles are now a high priority for urban, suburban, and rural communities. The only exception is for urban communities, a brush truck may not exceed Type III in specifications. This does not preclude a department from applying for a Type I urban interface pumper. Type I pumpers should be requested as a pumper and specified in the request as Type I.

**Reminders for 2019**

**Applicants must now complete all of the following, in order to start, complete, and submit an AFG application:**

- The applicant organization must provide a valid Dun & Bradstreet Data Universal Numbering System (DUNS) number registered in the System for Award Management to apply in FEMA GO system. Instructions for obtaining a DUNS number can be found at the following website: [http://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html](http://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html)
- The applicant organization must be currently registered and active in the System for Award Management (SAM) in order to apply. SAM is available from Grants.gov at: [http://www.grants.gov/web/grants/register.html](http://www.grants.gov/web/grants/register.html)
Overmatch

- In the application narrative, an organization may indicate a voluntary pledge to commit additional financial support toward a project(s) cost, which is in addition to their required cost share obligation as detailed in the NOFO and required by law. FEMA will not account for this promised additional funding in the terms of the award. The award budget will not account for any voluntary committed cost sharing or overmatch.

Environmental and Historical Preservation:

- It is FEMA Policy that actions initiated and/or completed without fulfilling the specific documentation and procedural requirements of NEPA will not be considered for funding.
- AFG Activities that may require renovation or installation, (supporting Training, Equipment, PPE, or Wellness and Fitness), that would qualify as a modification to facility, and will require an EHP review; include but not limited to: air compressor/fill station/cascade system (Fixed) for filling SCBA; air quality systems; alarm/alerting systems; antennas; generators (fixed); sprinklers; vehicle exhaust systems (fixed) or washer/dryer/extractors.
- Please see FEMA’s Environmental and Historic Preservation (EHP) Screening Process. EHP Screening form and instructions are available at [http://www.fema.gov/media-librarydata/1431970163011-80ce3cd907072a91295b1627c56d8fd2/gpd_ehp_screening_form_51815.pdf](http://www.fema.gov/media-librarydata/1431970163011-80ce3cd907072a91295b1627c56d8fd2/gpd_ehp_screening_form_51815.pdf)
- The EHP Policy can be found at [Environmental Planning and Historical Preservation Policy](#)

Excess Funds:

After completing the initial projects proposed in the recipient's application, some recipients may have unexpended funds remaining in their budget. These excess funds may result from any combination of under-budget acquisition activities or competitive procurement processes. The excess funds threshold is $10,000. The funding may be used to enhance the awarded activities. No amendment request is necessary unless you want to use excess funds for another funding activity or the item you intend to purchase will require an EHP review. For more details, please see Appendix C > VI. The Excess Funds section of the 2019 AFG NOFO.

- Excess funds cannot be used to support Fire Prevention and Safety activities. The opportunity for excess funds is limited when the original uncompleted Scope of Work is changed via Amendment.
- Excess funds cannot be used for grant writer/preparer fees.
- Excess funds may only be used for allowable activities identified in the program guidance for that fiscal year’s grant cycle.
- The opportunity for excess funds is limited when the original uncompleted Scope of Work is changed via an Amendment.
Help FEMA Prevent Fraud, Waste and Abuse:

If you have information about instances of fraud, waste, abuse or mismanagement involving FEMA programs or operations, you should contact the DHS OIG Hotline at 1-800-323-8603; by fax at 202-254-4297; or e-mail [https://www.oig.dhs.gov/hotline](https://www.oig.dhs.gov/hotline). All procurement activity must be conducted in accordance with Federal Procurement Standards at 2 C.F.R. §§ 200.317 – 200.326.

National Fire Protection Association (NFPA):

Courtesy of the NFPA (and at no cost during the AFG Application period), relevant standards that should be referenced in your applications may be viewed at [NFPA Free Access](https://www.nfpa.org/freeaccess):

Eligible Applicant:

- Fire Departments, Non-Affiliated EMS Organizations and State Fire Training Academies

EMS Category:

- Community Paramedics (EMT-Ps with Primary Care certification) was added in 2013

Standard for Ambulances:


System for Award Management (SAM).

Applicant registration in SAM is free. All applicants must be registered and active in order to apply online. Step-by-step instructions for registering with SAM can be found here: [http://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html](http://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html). Please remember that SAM registration is only active for one year and must be renewed annually.

Register with SAM: In addition to having a DUNS number, all organizations applying online through Grants.gov must register with the System for Award Management (SAM). Failure to register with SAM will prevent your organization from applying through Grants.gov. SAM registration must be renewed annually.

Detailed instructions for registering with SAM are available online. Existing SAM.GOV account holders should check their account to make sure it is “ACTIVE.” SAM registration should be completed at the very beginning of the application period, and renewed annually to avoid being "INACTIVE."

DHS may not make a federal award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements and, if an applicant has not fully complied with the requirements by the time DHS is ready to make a federal award. DHS may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.
Where can I find information on SAM.GOV?

Step-by-step instructions for registering with SAM can be found here: http://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html. Please remember that SAM registration is only active for one year and must be renewed annually.

May I change or edit my application after it has been submitted?

Yes, you will be able to review the entire application prior to submission. After, submission, you will have the ability to withdraw the application from consideration of award to edit. The application must be resubmitted to FEMA to be considered for an award. Withdrawal function will be disabled during the final week of the application period.

Where can I find a copy of the Environmental and Historical Preservation (EHP) review screening form?

The Environmental and Historical Preservation Guidance can be found at https://www.fema.gov/media-library/assets/documents/85376 and The Environmental and Historical Preservation Screening Form can be found at, http://www.fema.gov/media-librarydata/1431970163011-80ce3cd907072a91295b1627c56d8fd2/gpd_ehp_screening_form_51815.pdf

What is Management and Administration (M&A)?

Management and Administration are administrative expenses that are incurred during the administration of an AFG award.

No more than three percent (3%) of AFG Funds awarded may be used solely for management and administration with the AFG under any of the program areas (Vehicle Acquisition, Operations and Safety & Joint or Regional) listed above in accordance with 2 CFR Part 225, Cost Principles for state, local and Indian Tribal Governments (OMB Circular A-87) or 2 CFR Part 230, Cost Principles for Non-Profit Organizations (OMB Circular A-122), as applicable.

Applicants may apply for administrative costs if the costs are directly related to the implementation of the program for which they are applying. Administrative costs are identifiable costs directly associated with the implementation and management of the grant and cannot exceed three percent (3%) of the award. If you are requesting administrative expenses, you must list the costs under the "Other" category in the budget and explain the purpose for the administrative costs in your Project Narrative.

Administrative costs should be based on actual expenses only, not a percentage of the overall grant. Examples of eligible administrative costs include shipping, office supplies and computers and software associated with the National Fire Incident Reporting System (NFIRS) reporting requirements.

Grant funds may not be used for insurance, Internet service provider fees, or any similar monthly service fees.
Is reporting to the National Fire Incident Reporting System (NFIRS) required to apply for and be awarded an AFG grant?

While NFIRS reporting is strongly encouraged for all fire departments (as defined by 15 USC § 2229(a)(7)), NFIRS reporting is not a requirement to apply for any AFG program, however fire departments that receive funding under this program must agree to provide information to the National Fire Incident Reporting System (NFIRS) for the period covered by the assistance. If a recipient does not currently participate in the incident reporting system and does not have the capacity to report at the time of the award, that recipient must agree to provide information to the system for a twelve-month period commencing as soon as possible after they develop the capacity to report. Capacity to report to the NFIRS must be established prior to the termination of the one-year performance period. The recipient may be asked by FEMA to provide proof of compliance in reporting to NFIRS. Any recipient that stops reporting to NFIRS during their grant’s period of performance is subject to having their award(s) modified or withdrawn.

AFG does not have NFIRS reporting requirements for nonaffiliated EMS organizations and State Fire Training Academies.

Are training props that support the delivery of training by State Fire Training Academies (SFTA) eligible under the Assistance to Firefighters Grant (AFG) Program?

FEMA recognizes the unique mission of State Fire Training Academies (SFTA) to deliver training to firefighters and Emergency Medical Services personnel throughout their state.

What are Community Paramedics and what is their role?

Community Paramedics are Paramedics with Primary Care certification. The Community Paramedic (CP) is considered as a back-up emergency response unit when no actual emergency exist. They should be immediately available to respond to a scene, arrange appointments and transport patients to alternate destinations through established partnerships or direct field communication. Established alternative destinations should include walk-in clinics, mental health triage, social detox facilities, shelters and homeless services and in-home assistance services among others. They also schedule in-home evaluation of high-risk patients following hospital discharge. They are able to assess and report to the referring physicians using standard field tools including EKG, blood glucose, pulse oximetry, venous lactate, end-tidal carbon dioxide, along with the standard vital signs and optional blood draws along with the immediate availability of transport and treatment if needed.

A Community Paramedic Program should seek to establish a sustainable model for improving the use of existing EMS providers through scope of practice flexibility and coordination with other health providers. A Community Paramedic Program has the potential to: 1) Reduce health system expenditures 2) Become self-sustaining 3) Enhance public health and safety by meaningfully supporting the health and social welfare needs of the community.
What is a Micro Grant?

Fire departments and nonaffiliated EMS organizations have a voluntary funding limitation choice (within the application) for any AFG Operations & Safety program activity. Micro Grants are *not an additional funding opportunity* but applicants *may* receive additional consideration for an award.

The selection of the voluntary Micro Grant option (cumulative Federal participation of $50,000), for eligible Operations and Safety activities, does not impact an applicant's request or federal participation under the Vehicle Acquisition or Regional programs. Applicants that select Micro Grants as a funding opportunity choice may receive additional consideration for award. Please see the section on Micro Grants, in the 2019 AFG NOFO.

When an AFG grant is accepted by the recipient, when does the period of performance for the award start?

Recipients are notified via email and through the AFG e-grants system of the award offer. The recipient shall notify the awarding agency of its intent to accept or decline the award. Recipients must accept their grant awards no later than 30 days from the award date.

Funds remain on hold (for a maximum of 90 days) until the recipient accepts or declines the award through official correspondence (e.g., written, electronic signature, signed letter or fax) to the Grant Programs. The grant award date can be found in the award agreement within the Obligating Document for Award in section "14. - Performance Period".
How do I obtain a user ID and/or password to access the grant system if I don't have the username and password of the person who submitted a grant from our department in previous years?

Applications are only being accepted through FEMA Grants Outcome. This is the new system of record for FEMA grants. A new account must be created for each user. That account must be added to the organizations by the Authorized Organization Representative (AOR).

To create a new account, register an organization, or add a user to an organization follow the instruction in the FEMA GO User Registration Guide.

When must an applicant achieve the level of NIMS compliance if awarded a 2019 AFG grant?

Any applicant that receives an FY 2019 AFG award must achieve the level of NIMS compliance required by the authority having command and control jurisdiction over the applicant’s emergency service operations, prior to the end of the grant’s period of performance. AFG applicants are not required to be in compliance with the National Incident Management System (NIMS), either to apply for AFG funding or to receive an AFG award.

How do I sign up for the FEMA GO system?

Sign up as a FEMA GO user can be found at FEMA Grant Outcomes — https://go.fema.gov

Where can I find AFG documents and other information?

You can find Assistance to Firefighters documents and additional information at:
https://www.fema.gov/welcomeassistance-firefighters-grant-program

Jurisdictions that demonstrate their commitment and proactive posture to reducing fire risk, by explaining their code enforcement (to include WUI code enforcement) and mitigation strategies (including whether or not the jurisdiction has a FEMA-approved mitigation strategy) may receive stronger consideration under this criteria.

Questions regarding your grant award can be directed to FEMA’s Grant Programs Directorate (GPD) AFG Program staff at 866-274-0960 or e-mail firegrants@dhs.gov.