

Fire Prevention & Safety Grants (FP&S)

2012 FP&S Frequently Asked Questions

What is the purpose of the FY 2012 FP&S?

The purpose of the Fire Prevention and Safety Grants is to fund Fire Prevention and Safety Activities and Firefighter Safety Research and Development Activities. Fire Prevention and Safety Grant Activities are designed to reach high-risk target groups and mitigate incidences of deaths and injuries caused by fire and fire-related hazards. Firefighter Research and Development Grant Activities are aimed at improvements to firefighter health and safety.

How do I apply for a FP&S grant?

The automated FY 2012 FP&S Grant application is accessible from the AFG Web site (www.fema.gov/firegrants/) and the grants.gov Web site (www.grants.gov). The automated application has been designed with "help screens" and "drop-down menus" to assist you throughout the application process.

Note: If you are using any Web browser other than Internet Explorer, such as Firefox or Netscape, you may have problems with the drop-down menus in the application. You can either access our application through Internet Explorer (which is preferred) or you can use the up and down keys on your keyboard to make the selection; then click enter.

Who is eligible to apply?

Eligible applicants for the **Fire Prevention and Safety Activity** include fire departments, national, regional, state, and local organizations, Native American tribal organizations, and/or community organizations recognized for their experience and expertise in fire prevention and safety programs and activities. Private and public nonprofit organizations and Housing Authorities are eligible.

Eligible applicants for the **Firefighter Safety Research and Development Activity** include national, regional, state, local, or community organizations, such as academic institutions (i.e. universities), public health, occupational health, and injury prevention institutions, especially those recognized for experience and expertise in firefighter safety research and development programs or whose applications demonstrate strong research and development experience and expertise whose research has potential to improve firefighter safety. Private and public nonprofit organizations and non-Federal and non-governmental organizations are also eligible to apply for funding. Fire departments are not eligible to apply for funding under this activity.

For-profit organizations and other federal organizations are not eligible to apply for FP&S Grants.

What can I apply for?

Fire Prevention and Safety Grants are separated into two Activities. Projects that can be funded are:

1. **Fire Prevention and Safety:** Applicants can apply for up to three projects. Examples of eligible projects include: Smoke Alarms, Sprinkler Awareness, Public Education campaigns, Code Enforcement/Awareness, Firefighter Safety, Training, Wildfire Prevention /Awareness, Arson Prevention/Awareness, Risk Assessments, and General Prevention/Awareness. Applicants requesting Risk Assessments are precluded from applying for additional projects. Fire departments are subject to the same cost-share requirements as under the AFG Grants.
2. **Firefighter Safety Research and Development:** Applicants can apply for a grant with up to a three-year period of performance, but are limited to \$1 million per application. For multi-year projects, they can divide the \$1 million over the period of performance however they deem necessary. Projects must address injury outcomes or provide a strong justification the proposed outcomes can be linked to injury outcomes. Behavioral, Clinical, and Social Science studies, Database/Data Collection and analysis projects/systems, Technology and Product Development Studies, and research regarding dissemination and implementation of effective programs and projects and preliminary studies are all examples of eligible projects.

*Applicants **must** submit **only one** application during this application period and may include requests for either one or both activities.*

How many projects can I apply for under FP&S?

Applicants may submit only one FP&S Grant **application** per FP&S application period, but may request financial assistance for as many as three projects for each activity.

Does my project have to address children, seniors or firefighters?

You have to determine the target population that is at risk in **your** community. You do not have to conform to national statistics in order to be eligible for funding. You need to justify how you determined the target population, how your proposed project will address the community's vulnerability and benefit the target population. In addition, you need to ensure your solution is age-appropriate for that target population.

Are sprinkler systems eligible for funding?

A sprinkler system installed for demonstration purposes only can be eligible for funding, but it must be part of a sprinkler educational effort.

How much funding is available for the FY 2012 FP&S?

There is \$35 million available for funding FP&S Grant Program Activities. Each applicant can submit a request for up to \$1 million.

What is the maximum amount of funding an applicant can be awarded?

Each applicant can submit a request for up to \$1 million and ultimately receive an award for that amount. However, if a single fire department receives a Fire Prevention and Safety Grant (\$1 million limitation per FP&S Grant) and they also receive an AFG grant in the same fiscal year, the combined funding level of grant awards through the AFG and FP&S Grants to any single fire department is limited by the governing statute (i.e. Federal Fire Prevention and Control Act of 1974) to a specific amount of Federal dollars (shown below) for each year.

Population Size	Maximum Federal Share
More than 1 million:	\$2,750,000
500,000 to 1 million:	\$1,750,000
Less than 500,000:	\$1,000,000

I have a federally approved Indirect Cost Rate Agreement, but am unsure where to send a copy.

You do not need to submit a copy of your Indirect Cost Rate Agreement at the time of application. If you are awarded a grant, we will request a copy at that time. However, please ensure the budget portion of your application includes information pertaining to your Indirect Cost Rate Agreement.

I have not heard about the status of my 2012 AFG Grant and I am unsure about how much I can request for my FP&S application.

You should apply for the amount you need to fund your FP&S application. If it is successful, the Program Office will review the status of the AFG Grant and confirm the Federal share amount will not be exceeded.

I was recently awarded a FY 2011 FP&S Grant; can I still apply for a FY 2012 FP&S Grant?

Yes. However, since the possibility exists that the Period of Performance on the FY 2011 and the FY 2012 grants will overlap, you need to ensure that if you are awarded a FY 2012 grant, the start of your FY 2012 grant does not depend on the completion of your FY 2011 grant. Additionally, you should determine whether receipt of a FY 2012 grant will not impact your ability to continue with and/or complete your FY 2011 grant.

What changes were made to the FP&S since last year?

There are no key changes to the FP&S Grant Program from FY 2011 to FY 2012.

How does an eligible applicant obtain help with the application?

Call the Help Desk at 1-866-274-0960 with your questions. During the application period (December 17, 2012- January 18, 2013), the Help Desk will be staffed between the hours of 8:00 a.m. and 4:30 p.m. Eastern Time, Monday through Friday. However, the hours may change as the application period progresses. The toll-free number also accepts voice mail messages after hours or if the lines are busy. Questions may also be faxed to 1-866-274-0942 or e-mailed to FireGrants@dhs.gov.

What is the deadline for FY 2012 FP&S applications to be submitted?

All applications must be completed and submitted online by 5:00 p.m. Eastern Time on January 18, 2013. If you are submitting a paper application, it must be postmarked on or before January 18, 2013.

How are the FP&S Grant applications reviewed?

The evaluation criteria are listed in the FP&S Funding Opportunity Announcement (FOA). Review the FOA and focus on these criteria in order to develop a competitive application for panel reviews. All eligible FP&S applications go to panel reviews.

When will the awards be announced?

Award announcements will be made beginning in the Spring, 2013 and on a continuous basis until all available funds have been awarded.

Is there a cost share for fire departments?

Yes. Fire departments are subject to the same cost-share requirements applied under the Assistance to Firefighters Grant Program. Fire departments may only apply in the Fire Prevention and Safety Activity. 15 U.S.C. 2229(b) (6). Fire departments serving populations of less than 20,000 must match the federal grant funds with an amount of nonfederal funds equal to five percent of the total project cost. Fire departments serving areas with a population between 20,000 and 50,000, inclusive, must match the federal grant funds with an amount of nonfederal funds equal to ten percent of the total project cost. Fire departments serving populations over 50,000 must match the federal grant funds with an amount of nonfederal funds equal to twenty percent of the total project cost. All nonfederal funds must be in cash, i.e., in-kind contributions are not eligible. No waivers of this requirement will be granted except for applicants located in Insular Areas as provided for in 48 U.S.C. 1469a.

Will there be a cost share requirement for national, regional, state, local or community organizations this year?

No. There is no cost share for grants under the Fire Prevention and Safety Activity nor the Firefighter Safety Research and Development Activity to eligible national, regional, state, local, or community organizations (other than

fire departments as described above). Private and public nonprofit organizations, academic institutions, nonfederal governmental organizations, and nongovernmental organizations are eligible to apply for funding, and there is no cost share required for these organizations under either FP&S Grant Activity. The Federal share for FP&S Grants is limited to \$1,000,000 per application.

Are multi-year projects eligible under the Firefighter Safety Research and Development Activity?

Yes. Applicants can propose projects (limited to \$1 million) with up to three years of performance requirements. Greater detail should be given for the first year; and also describe specific goals and objectives for second (and third) year(s). With reference to the study's goals, objectives, and specific aims, provide a literature review that includes citations in the text and references at the end of the application. The review should make it clear that the proposed study is necessary, different from other current studies, offers a unique contribution or adds to an existing body of knowledge. Additional information provided should include:

- A contingency plan with examples of what may be the key challenges and plans to address and overcome them
- A monitoring plan that identifies progress toward achieving established goals and that ensures costs are monitored
- A spending plan that corresponds with the overall project and specific-year goals and objectives

I am applying for the Firefighter Safety Research and Development Activity and the Curriculum Vitae (CV) will not fit into the narrative section. Can I attach this as a file?

Yes, the CV must be included in the Appendix and each CV is limited to 2 pages. The system accepts attachments. Research and Development (R&D) Activity applicants should upload their narrative in the space provided on the narrative screen. Applicants for the Research and Development (R&D) activity must comply with the following guidelines:

- Application must include one Narrative Statement and one Appendix document (per project).
- The Narrative Statement for the Research and Development (R&D) Activity is limited to 20 pages per project. The first page of the Narrative Statement must include an abstract of about 250 words that address purpose and aims, relevance, methods, and anticipated outcomes. In addition, it must include the R&D category which the project is addressing, and contact information (e-mail address and telephone number) for the principal investigator must be provided on the first page of the Narrative Statement.

- It may be useful to organize the Narrative Statement to follow the R&D Evaluation Criteria.
- All text, including references, footnotes, tables, figures, and illustrations, must be in the Narrative Statement, with total page count not exceeding 20 pages.
- All references and footnotes pertaining to the Narrative Statement must be in the Narrative Statement rather than the Appendix document. Major tables and figures may be in the Narrative Statement.
- The Appendix is limited to 20 pages per project that includes curriculum vitae and may include other items, such as data collection instruments, additional tables and figures, illustrations, specifications for product designs, and letters of commitment.
- Curriculum Vitae (CVs) for the Principal Investigator (PI) and lead scientists, as well as other key research personnel listed in the budget, are to be included in the Appendix, but are limited to a maximum of two pages per CV. Applicants are strongly encouraged to follow the biographical sketch sample (see Appendix 2 of this document) in preparing CVs.
- Font: Times New Roman or other standard font.
- Font Size: Font size must be 12 points (12 pt) or larger.
- Page Dimensions: Page dimensions must be 8.5" x 11" (21.6 cm x 27.9 cm) or smaller.
- Margins: All margins (top, bottom, left, and right) must be at least 1" (2.54cm).
- Header: The header on each page of the Narrative Statement and the Appendix should contain:
 - PI (family name)
 - Institution name (abbreviated)
 - Project Short Title
 - Page Number