



FEMA

Assistance to Firefighters Grant Program Success Story Submission Template

Your success is important to the Assistance to Firefighters Grant Program! We would like to know what you've accomplished in your department and/or community with your grant funding so we can share your experiences with others. While considering your success story, keep in mind we are interested in both "improvement" stories and "success" stories. Improvement stories provide details about how the grant has improved your department's situation or daily operations and success stories highlight how the grant has improved the safety of your firefighters and community by enhancing how effectively you protect them from fire and related hazards. The criteria for AFG, SAFER, and Fire Prevention stories are slightly different, so please read the instructions and example carefully before submitting your success story.

How to Submit Your Success Story

Step 1 – Save This File on Your Computer

Save a copy of this success story template to your computer.

Step 2 – Complete the Template

Submit the success story only in the format of the template below. Ensure the information you provide meets the criteria for a type of success story you are submitting as indicated in the template. If you make changes to the template without saving it, the information will be lost.

Submitting photographs that help illustrate your story are encouraged and recommended. Action shots showing people who benefited from the success and photographs of the equipment and emergency response effort are highly effective. High resolution photos are desirable. If possible, please submit your photos as an attachment in .jpeg, .gif, .tif or .bmp format. Please provide descriptions for your photographs if possible so reviewers can understand what is occurring in the photograph.

Please note any information submitted may be posted on the Assistance to Firefighters Grant Program Web site or used in other public relations or outreach activities.

Step 3 – Send Your Story to Us

After you have completed this success story template, submit it as an attachment in an e-mail addressed to your FEMA regional contact. The name and e-mail address for your FEMA regional contact can be found below:

Region I: Serving CT, MA, ME, NH, RI, VT
Region II: Serving NJ, NY, PR, VI
Region III: Serving DC, DE, MD, PA, VA, WV
Region IV: Serving AL, FL, GA, KY, MS, NC, SC, TN
Region V: Serving IL, IN, MI, MN, OH, WI
Region VI: Serving AR, LA, NM, OK, TX
Region VII: Serving IA, KS, MO, NE
Region VIII: Serving CO, MT, ND, SD, UT, WY
Region IX: Serving AZ, CA, Guam, HI, NV, CNMI, American Samoa
Region X: Serving AK, ID, OR, WA

– David Parr, david.parr@dhs.gov
– Nicole Aimone, nicole.aimone@associates.dhs.gov
– Lori Bainbridge, lori.bainbridge@dhs.gov
– Vicki Murphy, vicki.murphy@dhs.gov
– Vikki Hanson, victoria.hanson@dhs.gov
– James Thomason, james.thomason@dhs.gov
– Rex Jennings, rex.jennings@dhs.gov
– Ted Young, ted.young@dhs.gov
– Douglas Woods, douglas.woods@dhs.gov
– Brian Ipsen, brian.ipsen@dhs.gov



Assistance To Firefighters (AFG) Grants Success Story Template

Grant Number	
Department Name	
City, State	
Award Category/Activity	
Community Description	
Contact Person	
Contact E-mail Address	
Contact Phone Number(s)	
Department Web Site	
Mailing Address	

SECTION A

What circumstances existed in your department or organization that prompted you to apply for a grant? Why did you ask for funding?

List what was funded / purchased with grant funds?

Give a brief description of your project:

How did your proposal address existing problems? Please describe how the new construction or remodeling has benefited your department and how it has helped the overall fire/rescue efforts. Have the grant funds enabled you to protect the health and safety of the public as well as the emergency response personnel. Please explain and give specific examples.

PHOTOS

Please submit high resolution digital photos, high quality scannable photos, press clippings, or news video that you may have to illustrate the success, including captions that identify individuals in the photos and explain what is being shown. You can send your photos and this template to your FEMA regional contact via e-mail.