

FY20 Assistance to Firefighters Grants Application Checklist

Completing this checklist will help you prepare your AFG grant application. Collecting this information beforehand will reduce the time and energy needed to complete your application when the next grant cycle opens.

AFG Application Checklist Table 1: Department Characteristics I

Department Characteristics I	
Is your System for Award Management (SAM) registration current?	<input type="checkbox"/> Yes <input type="checkbox"/> No
What is the expiration date for your SAM registration?	
Dun & Bradstreet Number?	
Have you registered in FEMA GO?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Search the SAM.gov website to confirm this DUNS Number matches your SAM.gov registration. You will also find your expiration date through this search.	
Square mileage of first-due response area?	Sq. mi
Percentage of first-due area covered by hydrants?	%
Critical infrastructure protected?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Percentage of land used for:	
▪ Agriculture, wild land, open	%
▪ Commercial/Industrial	%
▪ Residential	%
Permanent resident population of first-due response area?	#
Do you have a seasonal increase in population?	<input type="checkbox"/> Yes <input type="checkbox"/> No
▪ If yes, how much is the increase?	#
Are you compliant with the National Incident Management System?	<input type="checkbox"/> Yes <input type="checkbox"/> No
What is your FDIN/FDID number?	#



FEMA

Department Characteristics I	
Is your department currently reporting to NFIRS?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Number of active firefighters who perform firefighting duties?	#
How many of your active firefighters are trained to FF1?	#
How many of your active firefighters are trained to FF2?	#
What services does your organization provide?	<input type="checkbox"/> Structural Fire Suppression <input type="checkbox"/> Hazmat Operational Level <input type="checkbox"/> Basic Life Support <input type="checkbox"/> Airport Rescue Firefighting <input type="checkbox"/> Rescue Operational Level <input type="checkbox"/> Maritime Operations/Firefighting <input type="checkbox"/> Emergency Medical Responder <input type="checkbox"/> Wildland Fire Suppression <input type="checkbox"/> Haz-Mat Technical Level <input type="checkbox"/> Advanced Life Support <input type="checkbox"/> Occasional Fire Prevention <input type="checkbox"/> Rescue Technical Level Program <input type="checkbox"/> Community Paramedic

AFG Application Checklist Table 2: Department Characteristics II

Department Characteristics II	2019	2018	2017
Number of fire-related civilian fatalities in your first-due jurisdiction for each of the past three years?			
Number of fire-related civilian injuries in your first-due jurisdiction for each of the past three years?			
Number of on-duty member fatalities in your jurisdiction for each of the past three years?			
Number of on-duty member injuries in your jurisdiction for each of the past three years?			
Your average operating budget for the past three years? (whole dollars)	\$	\$	\$

Department Characteristics II	2019	2018	2017
How much of your total budget is dedicated to personnel cost?			%
Does your department have any rainy-day reserves, emergency funds or capital outlay?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
▪ If yes, what is that amount set aside?			
The percentage of your budget derived from: (whole percentage)			
▪ Taxes	%	%	%
▪ Bond issues	%	%	%
▪ EMS billing	%	%	%
▪ Grants	%	%	%
▪ Donations	%	%	%
▪ Fund drives	%	%	%
▪ Fee for service	%	%	%
Total percentage must equal 100% <i>Use the information above in your financial narrative. It is important that your application remain consistent throughout. When breaking down the budget, be sure to account for all funding received.</i> <i>(Budget breakdown should account for 100% of budget)</i>			

AFG Application Checklist Table 3: Vehicle Inventory

Vehicle Inventory <i>List the number of:</i>	Front Line	Reserve	Seated Positions
▪ Engines or Pumpers			
▪ Ambulances			
▪ Tankers or Tenders			
▪ Aerial Apparatus			
▪ Brush/Quick Attack			
▪ Rescue Vehicles			
▪ Additional Vehicles			
▪ Quints			
Total			

AFG Application Checklist Table 4: Call Volumes

Call Volumes	2019	2018	2017
<p>Call Volume for Emergency Medical Service</p> <p><i>How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)</i></p>			
▪ Fires			
▪ EMS-BLS Calls			
▪ EMS-ALS Calls			
▪ EMS-BLS Scheduled Transports			
▪ EMS-ALS Scheduled Transports			
▪ Vehicle Extrications			
▪ Community Paramedic Calls			
▪ Other Rescue			
▪ Hazardous Condition/Materials Calls			
Total			
<p>Call Volume for Emergency Medical Service</p> <p><i>How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)</i></p>			
▪ Total calls requiring transport, exclusive of scheduled transport\declared above			
▪ All other calls and incidents not declared above, including fire, good-intent, etc.			
Total			
<p>Call Volume for Fire Department</p> <p><i>How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)</i></p>			
▪ Fires - NFIRS Series 100			
▪ Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200			
▪ Rescue & Emergency Medical Service Incident - NFIRS Series 300			
▪ Hazardous Condition (No Fire) - NFIRS Series 400			
▪ Service Call - NFIRS Series 500			

Call Volumes	2019	2018	2017
▪ Good Intent Call - NFIRS Series 600			
▪ False Alarm & False Call - NFIRS Series 700			
▪ Severe Weather & Natural Disaster - NFIRS Series 800			
▪ Special Incident Type - NFIRS Series 900			
Total			
Call Volume for Fires			
<i>How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)</i>			
▪ Of the NFIRS Series 100 calls, how many are “Structure Fires” (NFIRS Codes 111-120)			
▪ Of the NFIRS Series 100 calls, how many are “Vehicle Fires” (NFIRS Codes 130-138)			
▪ Of the NFIRS Series 100 calls, how many are “Vegetation Fires” (NFIRS Codes 140-143)			
▪ What is the total acreage of all vegetation fires?			
Total			
Call Volume for Rescue and Emergency Medical Service Incidents			
<i>How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)</i>			
▪ Of the NFIRS Series 300 calls, how many are “Motor Vehicle Accidents” (NFIRS Codes 322-324)			
▪ Of the NFIRS Series 300 calls, how many are “Extrications from Vehicles” (NFIRS Code 352)			
▪ Of the NFIRS Series 300 calls, how many are “Rescues” (NFIRS Codes 300, 351, 353-381)			
▪ EMS-BLS Response Calls			
▪ EMS-ALS Response Calls			
▪ EMS-BLS Scheduled Transports			
▪ EMS-ALS Scheduled Transports			
▪ Community Paramedic Response Calls			
Total			

Call Volumes	2019	2018	2017
Call Volume for Mutual and Automatic Aid			
<i>How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)</i>			
▪ Received Mutual Aid			
▪ Received Automatic Aid			
▪ Provided Mutual Aid			
▪ Provided Automatic Aid			
▪ Of the Mutual and Automatic Aid responses, how many were structure fires?			
Total			

AFG Application Checklist Table 5: Equipment Inventory

Equipment Inventory		
	Years Old	# of items
If you are requesting PPE (any PPE other than SCBA), what is the ages of your PPE in years?	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
	13	
	14	
	15	

Equipment Inventory						
				16		
Number of Members Without PPE						
<i>Combined total should equal total PPE in your inventory</i>						
If you are requesting SCBA, to which edition(s) of the NFPA standard are your SCBA compliant?						
Years	Current Inventory			Edition Being Replaced		
	<i>SCBA</i>	<i>Cylinder</i>	<i>Face Piece</i>	<i>SCBA</i>	<i>Cylinder</i>	<i>Face Piece</i>
2018 Edition						
2013 Edition						
2007 Edition and older						