

FY 2022 Assistance to Firefighters Grants Narrative Get Ready Guide

This guide will give you a kick-start in prepping your Fiscal Year 2022 AFG application. It will also better prepare you to thoroughly answer application questions.

AFG's Goal

AFG purpose is to enhance the safety of the public and firefighters with respect to fire and fire-related hazards. The Program provides direct financial assistance to eligible fire departments, nonaffiliated emergency medical service organizations, and state fire training academies. The funds provide critically needed resources that equip and train emergency personnel to recognized standards, enhance operational efficiencies, foster interoperability, and support community resilience.

Be prepared to thoroughly explain, document and provide background information on the following areas:

- Organization (and the community you serve);
- Financial Need;
- Project Description and Budget Justification;
- Operations and Safety/Cost-Benefit; and
- Statement of Effect/Impact on Daily Operations.

The following questions can help you formulate comprehensive answers on your application. Begin your discussion with a brief (no more than three sentences) opening statement as to what you are requesting and why. Then discuss the following:

Organization and the Community Served

- In your own words, describe your organization.
- Describe any unique community needs.
- Describe any special hazards in your community.
- What are the demands of your organization based on the needs of the community?

Financial Need

- Why do you need federal assistance and is it consistent with AFG's intent?
- Describe your financial distress, including budget constraints.
- Describe attempts you have made to secure funding elsewhere and why your financial distress is out of your control.

Project Description and Budget Justification

- Clearly discuss project objectives and their relationship to the budget and risk analysis.
- Explain how the proposed expenses are linked to completion of the project.

- Describe how the various activities applied for are consistent with project objectives, your mission, and local requirements.
- For the most competitive application, select the need(s) that most closely align with the highest AFG Program priorities.

Example: Organization “X” has local needs for a Fire Boat, advanced Maritime Firefighter training, and new personal protective equipment (PPE) turnout gear to replace their entire 20-year-old inventory.

1. Fire Boats are Low (L) priority for all organizations.
2. Marine Firefighter training is a Medium (M) priority for all organizations.
3. Replacing unusable/unrepairable PPE turnout gear is a High (H) priority for all organizations.

Organization “X” is eligible to apply for all three activities, but among these local needs, the PPE request (which matches the High AFG Program priority) will be the more *competitive application* with the best chance of being funded.

Operations and Safety/Cost-Benefit

- What is the benefit to your department if the grant is awarded?
- How will you address the operations and personal safety needs of your organization, including cost effectiveness and sharing assets?
- Include details about gaining the maximum benefits by citing required costs.
- Will the requested items lower or increase your department’s operating costs?
- Is the request consistent with your mission?

Statement of Effect/Impact on Daily Operations

- What effect will your request, if funded, have on overall effectiveness, daily operations, and the reduction of common risks?
- How frequently will the item(s) be used and in what capacity?
- What impact will this project have on your community and the saving of lives and property?

Questions? Call AFG Program staff at (866) 274-0960 or e-mail firegrants@fema.dhs.gov.