



Volunteer Fire Assistance 2022 Phase 2 Grant Application

A. Application Directions

- Fill out application completely.
- Incomplete applications will not be accepted.
- The maximum funding request per applicant is **\$18,000**.
- A 10% applicant minimum project match is required (10% of total project cost. Project cost is the sum of grant award funds + match funds. For example, if applicant requests the max. \$18,000 award, total project cost should be at minimum \$20,000 as 10% match requirement of project cost is \$2,000).
- Applicants may only submit one application.
- Application must be signed by an Authorized Representative with the authorization to act on behalf of the Applicant in their respective areas for matters related to this instrument; agreeing to the terms of grant award should applicant be selected for funding (see Section F).
- Submit completed and signed application by one of the following methods:
 - Email: fepp_assist@dnr.wa.gov, or
 - Mail: Wildfire Division
ATTN: VFA Phase II Grant Applications
Washington State Department of Natural Resources
1111 Washington Street SE
MS 47037
Olympia, WA 98504-7037
- Applications must be received by DNR no later than **January 31, 2022**.

B. Contact Information

- Applicant: Cheney Fire Department
Fire District/Fire Department (Full Name)
- Mailing Address: 611 4th Street Cheney 99004
Street City Zip Code + 4
Spokane tjenkins@cityofcheney.org
County Contact Email
- Contact Name: Tom Jenkins 509 498-9291
Printed Name Phone
(XXX-XXX-XXXX)
Fire Chief
Title
- Applicant DUNS number: 093686657 (must be provided)
 - If the applicant doesn't have a DUNS number, one can be obtained at <https://fedgov.dnb.com/webform>

C. Eligibility Information

Fire district service area provides fire protection to which of the following. Check appropriate box and provide community name(s). Must have a 70% or greater volunteer firefighter membership:

- Rural area or rural community with a population of 10,000 or fewer residents

Community Name(s) _____

OR

- Community of more than 10,000 residents AND a service area that includes a rural community of fewer than 10,000 residents (funding must be used to benefit the rural community)

Community Name(s) City of Cheney

AND

3. Applicant has a 70% volunteer firefighter membership or greater. As an example, for a fire district with a total of 30 firefighters (counting both paid and volunteer), 21 must be volunteers.

Number of permanent Fire Staff 11 Number of Volunteer Fire Staff 36

D. Fire District/Department Information

1. Does applicant have a current agreement to provide wildland suppression support to DNR? Check appropriate box. Provide the DNR agreement number. *(Considered in prioritization but not required for eligibility)*

No

Yes

Agreement Number 93-098230

2. Does applicant have a current agreement to provide wildland fire suppression support to federal jurisdiction within or adjacent to your jurisdiction? *(Considered in prioritization but not required for eligibility)*

No Yes - If yes, check appropriate box for federal agency(s)

Bureau of Land Management

US Forest Service

National Park Service

Bureau of Indian Affairs (BIA)

US Fish & Wildlife Service

3. Check appropriate box identifying if applicant has previously received funding through the Phase 2 program:

Last year

2 years ago

3 years ago

Not within the past 3 years

4. Fire Operating Budget: \$2,430,840

5. Average No. of Annual Wildfire Responses: 17 *(does not include structural, medical, or rescue)*

E. Funding Request

Provide the following information for the project:

1. Eligible Project Category *(Project may include more than one category. For project category descriptions, see page 2 of the "Phase 2 Grant Requirements" available on the [DNR Fire District Assistance](#) webpage.)*

Firefighter Property - Conversion/Refurbishment (vehicles). *Vehicles obtained through Firefighter Property Program.*

Non-Firefighter Property Acquisition/Conversion/Refurbishment (vehicles)

Fire Equipment – non vehicle (includes generators)

Communications

Training

Fire Prevention

Dry Hydrant

2. Will project replace Federal Excess Personal Property (FEPP) equipment on loan to the district?

Yes No (If yes, identify the equipment in Section E.3. as part of the project narrative)

3. Provide a narrative describing the project, how the project improves fire response, and fire district ability to complete the project within the grant term. *Note: Identify the specific vehicle(s) if the project will convert/refurbish a Firefighter Property vehicle(s). Identify the specific equipment if the project will replace Federal Excess Personal Property.*

The Cheney Fire Department is requesting funds to purchase a slip in pump/tank unit to place on an existing department owned 2008 Ford F-350. The truck is currently used as a support vehicle. If approved, this unit will replace a much older Type 6 retrofitted F250 manual transmission engine that we will inturn, take out of service. Based on cost and availability, we intend to add either a 200 or 250 water tank for this slip-in unit. We also intend to retrofit the slip-in unit with aluminum side mounted utility boxes on each side of the truck for tool storage. I have not received quotes for the slip-in unit as of yet therefore, we are requesting the maximum dollar amount of \$18,000. This will include the cost of installation of the slip-in unit and the utility boxes. Cheney's annual budget makes up 82% for salary and benefits and with \$516,000 between debt services, existing contract obligations, and other misciallenous professional charges, this leaves us with roughly \$18,800 left in the budget for any minor tools and equipment reparis. We recently applied for and was denied a federal grant for a replacment brush truck.

If approved, this vehicle will provide fire suppression capabilities to the City of Cheney and Eastern Washington University in the wildland urban interface. Addionally, Cheney is surrounded by Spokane County Fire District 3 (SCFD3) where we frequently respond to auto-aid requests for wildland incidents. SCFD3 is made up of rural farms, heavy timber, and wildland urban interface and geographically is 570 square miles. This vehicle will allow us to provide structure and wildland protection throughout the local and regional landscapes. We experience numerous Red Flag / extreme fire danger weather events each year and all resources within Spokane County are frequently called upon. Additionally, the Cheney Fire Department is a member of the Washington State All-Hazards Mobilization Team which deploys across Washington State in the event of major type 3 and above incidents. Washington State continues to experience record-breaking wildfire events across the state. This vehicle would be available to respond during such mobilizations.

4. Complete the “Project – Cost Summary” detailing required purchases and funding source (grant dollars, applicant match, donations, in-kind labor) required to complete the project. (Note: Sub-total and total columns calculate automatically after data entry and using the tab key to move to the next field)

Do not enter commas or dollar signs when entering Project Cost Breakdown fields

Project - Cost Summary						
A. Project Requirements List all equipment, material, labor, etc. required to complete the project.			B. Project Cost Breakdown			
			Grant Funding	District Match	Totals	
Slip in unit including pump, tank, reel			\$14,000.00	\$1,450.00	\$15,450.00	
Install of slip in unit (local vendor)			\$3,000.00	\$350.00	\$3,350.00	
Side mount utility boxes (tool storage)			\$1,000.00	\$200.00	\$1,200.00	
					\$0.00	
					\$0.00	
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					\$0.00	
Applicable Sales Tax (if not included above)					\$0.00	
Sub-total			\$18,000.00	\$2,000.00	\$20,000.00	
Donations - list type			Grant Funding	District Match	Totals	
			N/A		\$0.00	
			N/A		\$0.00	
			N/A		\$0.00	
			N/A		\$0.00	
Sub-total			\$0.00	\$0.00	\$0.00	
In-Kind Labor - list type		Rate/Hr	Hours	Grant Funding	District Match	Totals
		25.00		N/A	\$0.00	\$0.00
		25.00		N/A	\$0.00	\$0.00
		25.00		N/A	\$0.00	\$0.00
		25.00		N/A	\$0.00	\$0.00
Sub-total			\$0.00	\$0.00	\$0.00	
Total Project Costs			\$18,000.00	\$2,000.00	\$20,000.00	

F. Signature Block

The 2022 Phase 2 Grant award includes funding from two sources. WA State House Bill 1168, an Act relating to long-term forest health and the reduction of wildfire dangers, and Volunteer Fire Assistance, which is a federal grant program administered by DNR to provide funds for fire equipment, training, and initial fire department organization to fire departments serving small communities under 10,000 in population.

I certify that:

- The information provided is true and accurate to the best of my knowledge.
- If awarded a grant, applicant will comply with all program requirements including, but not limited to:
 - All grant costs submitted for reimbursement are incurred after September 1, 2021.
 - All match reported is incurred as part of the project and after September 1, 2021.
 - Submit all required information for final reimbursement by no later than June 30, 2023.
 - Fiscal records pertaining to the grant award will be kept for three years after the final grant payment or any dispute resolution.
 - Provide access to grant/financial records for inspection by the DNR or by any duly authorized audit representative of the state of Washington or the USDA Forest Service for a period of three years after the final grant payment or any dispute resolution.
 - Federal regulations relating to equipment and supplies acquired by state and local governments ([§200.310 Insurance coverage](#), [§200.313 Equipment](#), [§200.316 Property trust relationship](#), etc.) and other provisions identified in Attachment A
 - All appropriate state and federal laws, rules and regulations.

APPROVAL

By signature below, the Applicant certifies that as a representative of the Applicant he/she is authorized to act in their respective areas for matters related to this instrument; agreeing to the terms of grant award should applicant be selected for funding.

Chris Grover
Authorized Representative
Printed Name

Mayor
Title

Signature

Date

Attachment A

Funds awarded through this application are, in part, federal funds made available to DNR through the Department of Agriculture Forest Service Volunteer Fire Assistance Program. If awarded funding, the Applicant is considered a "Sub-recipient". It is the Sub-recipient's responsibility to ensure compliance with the most up-to-date applicable federal laws, rules and regulations, including but not necessarily limited to the following:

1. Cost Principles. By accepting Federal assistance, the Sub-recipient agrees to abide by the applicable Office of Management and Budget (OMB) Circulars including, but not limited to federal regulation [2 CFR Part 200 sections A-F](#) as well as appendixes, revisions and additional sections as supplemented by the funding agency in the expenditure of federal funds and performance under this program.

2. Audit Requirements. Non-federal entities that expend \$750,000 or more federal awards in a year are required to obtain an annual audit in accordance with the Single Audit Act Amendments of 1996. Recipients expending less than \$750,000 in a year are exempt from federal audit requirements but must make records available for review or audit by federal agencies and/or DNR.

3. Executive Compensation. Sub-recipients must report the names and total compensation of each of the Sub-recipient's five most highly compensated executives for the Sub-recipient's preceding completed fiscal year if: In the Sub-recipient's fiscal year, the Sub-recipient received:

- i.) 80 percent or more of its annual gross revenues from federal procurement contracts (and sub-contracts) and federal financial assistance subject to the Transparency Act (and sub-awards); and
- ii.) \$25,000,000 or more in annual gross revenues from federal procurement contracts (and sub-contracts) and federal financial assistance subject to the Transparency Act, (and sub-awards); and
- iii.) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a) 78o(d)) or section 6104 of the Internal Revenue Code of 1986.

Refer to complete instructions for reporting, exemptions and definitions as contained in federal regulation 2 CFR 170

4. Trafficking in Persons. Sub-recipients are prohibited from trafficking in persons as detailed in federal regulation 2 CFR-Grants and Agreements.

5. Eligible Workers. Sub-recipient shall ensure that all employees complete federal form I-9 "Employment Eligibility Verification" to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 USC § 1324a). Sub-recipient shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any subsequent sub-award under this agreement.

6. Debarment and Suspension. Sub-recipient certifies that neither it nor its principals are presently debarred, declared ineligible, or voluntarily excluded from participation in transactions by any federal department or agency. Sub-recipient shall immediately inform the Federal funding agency and DNR if they or any of its principals become excluded, debarred, or suspended from entering into covered transactions with the federal government. Additionally, should Sub-recipient or any of its principles receive a transmittal letter or other official federal notice of debarment or suspension they shall notify the Federal funding agency and DNR without undue delay. This applies whether the exclusion, debarment or suspension is voluntary or involuntary.

Sub-recipients are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. "Covered transactions" include those procurement contracts for goods and services awarded under a non-procurement transaction (e.g., grant or cooperative agreement) that are expected to equal or exceed

\$25,000 or meet certain other specified criteria. All non-procurement transactions (i.e., sub-awards), irrespective of award amount, are considered covered transactions.

When a Sub-recipient enters into a covered transaction with an entity at a lower tier, the Sub-recipient must verify that the entity is not suspended or debarred or otherwise excluded. This verification may be accomplished by checking the System for Awards Management (SAM) at <https://www.sam.gov>, collecting a certification from the entity or adding a clause or condition to the covered transaction.

7. Non-Discrimination. During the performance of activities under this award, the Sub-recipient shall comply with all federal, state and local non-discrimination laws, regulation and policies. In the event of the Sub-recipient's non-compliance or refusal to comply with any non-discrimination law, regulation or policy, this award may be rescinded, cancelled or terminated in whole or in part, and the Sub-recipient may be declared ineligible for further awards from DNR.

In accordance with Federal law and U.S. Department of Agriculture (USDA)/Department of Interior (DOI) policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.

USDA – To file a complaint of discrimination write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue SW, Washington, D.C. 20250-9410 or call (202) 720-5964.

DOI – The formal complaint should be filed by you or your representative, using Department of the Interior Form DI-1892, with the Bureau or Office EEO Officer where the alleged discriminatory incident occurred or with the Director, Office for Equal Opportunity, 1849 C Street N.W., MS-1442 MIB, Washington, D.C. 20240. The DI-1892 form may be obtained from the EEO Counselor or the Bureau EO Office.

If you are filing a complaint against another agency go to <http://www.hhs.gov/ocr/civilrights/complaints/index.html>, for more information.

8. Harassment. Per [RCW 43.01.135](#), Sexual harassment in the workplace, Agency Contractors hereby have access to DNR Policy PO01-007 Harassment Prevention: https://www.dnr.wa.gov/publications/em_PO01-007_harassment_prevention.pdf

9. Lobbying. Sub-recipient shall not use funds from this award to pay any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of any federal contract; the making of any federal grant; the making of any federal loan; the entering into of any cooperative agreement; and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this award, the Sub-recipient shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

Sub-recipient shall include the above language in documents for all sub-awards under this Agreement at all tiers.

10. Other Grant Specific Requirements. For further information related to federal requirements that may apply to Sub-recipients, go to Code of Federal Regulations (CFR), 2 CFR Section 200.330 – 332 <https://www.govinfo.gov/app/details/CFR-2014-title2-vol1/CFR-2014-title2-vol1-sec200-330/context>