



## **Fire Ground Survival Program Grant Guidance**

The Assistance to Firefighters Grant open application period will run from August 15 – September 23, 2011. Don't miss the opportunity to receive grant funding to assist with bringing the IAFF Fire Ground Survival Train-the-Trainer Program to your department. The Criteria Development Panel recommended that AFG continue to emphasize the importance of training in the FY 2011 program with respect to fire departments. FEMA has determined the most benefit is derived from instructor-led training that is hands-on and leads to a national or state certification. Therefore, applications focused on national or state certification training, including train-the-trainer initiatives, receive a higher competitive rating. Instructor-led training that requires students to demonstrate via testing their grasp of knowledge of the training material, and is integral to a certification, will receive a high competitive rating. Instructor-led training that does not lead to a certification as well as any self-taught courses are of lower benefit and, therefore, will not be high priorities. Proposed training projects that benefit the highest percentage of applicable personnel such as IAFF Fire Ground Survival Train-the-Trainer Program within a fire department or that will be open to other departments in the, region receive a high competitive advantage. Large departments with a high number of active firefighters will receive additional consideration when applying under the Firefighter Training Activity.

Eligible uses of training funds include but are not limited to:

- Tuition, exam/course fees, and certifications/certification expenses
- Purchase of training curricula, training equipment (trailers, mobile simulators), training props and training services (instructors)
- Overtime expenses paid to career firefighters to attend training or to cover colleagues who are in training

Ineligible Activities:

- Construction of facilities (buildings, towers, etc.)
- Site preparation to accommodate any training activity, facility, or prop
- Firefighting equipment, or PPE, for use in training exercises, such as SCBA
- Purchase or lease of real estate
- Remodeling not directly related to grant activities

Training is categorized as a High (H), Medium (M) or Low (L) funding priority; within each category (H, M, L), listed activities have an equal funding priority. Firefighter safety and survival is categorized as a HIGH priority.

Other Scoring Considerations:

- Multiple departments trained
- Number of firefighters trained
- Instructor-led vs. media-led
- Population served Call volume

To begin the process, go to <http://www.fema.gov/firegrants/afggrants/index.shtm> to learn more about the AFG application process. Here you will find several resources to assist you in preparing your application, including:

- [Get Ready Guide](#)
- [Narrative Assistance Guide](#)
- [FY11 AFG Program Guidance](#)
- [FY2011 AFG Application Tutorial](#)

Once you access the online application for the FY11 AFG program, you will begin by completing the first six sections of the applications with demographic information specific to your department. It is recommended that you review these sections as soon as possible so you can begin to gather the required information.

Section 4 (Applicant Characteristics I) includes a section where you must describe your organization and/or community that you serve. We recommend typing your response in a Word Document outside of this application, then copying and pasting it into the written field. There is a 4000 character limit.

Discuss:

- Date the department was founded
- Number of residents served
- Number of square miles protected
- Number and types of responses
- Describe the area you protect
- Critical infrastructure protected by your organization
- Firefighter I and II training and certification – Remember, this is a high priority for the AFG program. If your organization has not trained all fire fighters to this level and you are not requesting funds to do so, you will need to discuss your plans for doing so.
- What are your community's greatest needs, risks and challenges and how does your request address these.

Section 5 (Applicant Characteristics II) includes a section where you must describe your organization's need for Federal financial assistance. There is a 4000 character limit. Your answer should address why your organization has been unable to fund your request locally, including such details as:

- What are your funding challenges?
- Provide attempts to acquire funding from other sources
- Describe operating budget limitations
- Economic times, explain budget cuts, staffing reductions etc.–
- What does the future look like? Are revenues likely to increase or decrease and why
- List primary sources of revenue, average annual operating budget over the last several years, how much is dedicated to personnel costs etc.
- What are the consequences for not receiving the award?
- Will you be able to provide this critical training without this award?
- Will this place fire fighter lives at risk?

Section 7 (Request for Information) is where you begin to complete the information specific to the IAFF Fire Ground Survival Train-the-Trainer Program.

- Select a program for which you are applying – Operations and Safety
- Will this grant benefit more than one organization? Before you make your selection here, remember - Proposed training projects that benefit the highest percentage of applicable personnel such as IAFF Fire Ground Survival Train-the-Trainer Program within a fire department or that will be open to other departments in the region receive a high competitive advantage. You may want to consider making this a regional training program where other departments are

able to attend. If you answer “yes” to this question, you will have 4,000 characters to explain your answer.

- Describe the number of personnel that will receive this training and the population served
- Discuss the economic savings and the cost benefit of providing this training on a regional versus local basis.

Section 8 (Request for Details) is where you begin to enter the budget information.

1. Which title most closely describes your requested program? – select Firefighter Safety and Survival Training. You will 500 characters to further describe the type of training you selected. Discuss:
  - Instructor led
  - Hands-on, train-the-trainer program
  - Training for Mayday prevention and operations are consistent between fire fighters, company officers and chief officers
  - Fire fighters must be trained to perform potentially life-saving actions if they become lost, disoriented, injured, low on air or trapped
  - Developed by subject matter experts from the IAFF, IAFC and NIOSH and funded by a FIRE Act grant
  - Applies the lessons learned from NIOSH FF fatality investigations.
2. Number of units: - You have a couple of different options here.
  - a. If you plan to host a class of the maximum number of 30 students (all members of your department) enter the number 30 for the number of units and \$1500 as the cost per unit for item number 3.
  - b. If you plan to host a class of the maximum number of students, but some members will come from other departments, enter the number 1 for the number of units and \$45,000 as the cost per unit for item number 3.
4. Generally, this program can best be categorized as: - select - Training that is tested and results in a nationally sanctioned or State certification.
5. What percentage of applicable personnel will be trained by this program? – Remember, proposed training projects that benefit the highest percentage of applicable personnel within a fire department or that will be open to other departments in the region receive a high competitive advantage.

6. Generally, the training program provided under this grant: - **Select** - Will bring your department into compliance with recommended applicable NFPA or other standards. You will have 500 characters to explain your answer. This training program addresses the following federal regulations:

- OSHA Respiratory Protection Standard, Title 29, Code of Federal Regulations, 1910.134
- OSHA Fire Brigade Standard, Title 29, Code of Federal Regulations, 1910.156
- Related National Fire Protection Association (NFPA) consensus standards including NFPA 1404, NFPA 1500, NFPA 1561, NFPA 1981, and NFPA 1982
- Also describe the specific risks and operational capabilities this training will address

7. Will this training enhance your ability to perform mutual aid? – Select yes. You will have 500 characters to explain your answer.

- How does this training enhance your ability to perform mutual aid
- Does it standardize standard operating procedures for Mayday operations?
- Why is it important for all members to follow the same procedures during a Mayday?
- Are there SOP's for other fireground operations that enhance mutual response capabilities and will this training do the same?
- Why is this important?

8. Will this training include members from other departments? – Remember - proposed training projects that benefit the highest percentage of applicable personnel within a fire department or that will be open to other departments in the region receive a high competitive advantage.

9. Will this training be instructor-led? – Select Yes

Please provide the following information about the training you want funded.

Item – Other programs & Contract Instruction. You will have 500 characters to explain your selection. Discuss:

- Instructor led
- Train-the-Trainer format to increase the number of personnel trained while minimizing cost
- Train all ranks within the department
- Includes classroom and hands-on instruction, all instructor and resource materials.

Select Object Class: Contractual

Press save and continue.

You will now be directed to this screen:

### Training Programs

Item	Number of units	Cost per unit	Total Cost	Action
Firefighter Safety and Survival Training	1	\$ 45,000	\$ 45,000	<a href="#">Update</a> <a href="#">Delete</a>

If you are not adding additional training programs such as Hazmat, select Return to Summary.

Here you will enter additional information related to the cost of delivering this training.

Remember, Eligible uses of training funds include but are not limited to:

- Tuition, exam/course fees, and certifications/certification expenses
- Purchase of training curricula, training equipment (trailers, mobile simulators), training props and training services (instructors)
- Overtime expenses paid to career firefighters to attend training or to cover colleagues who are in training

Under the Training category you can add the cost of personnel attending the training and/or other costs to conduct this training. You will have 4,000 characters to explain your request. If you are requesting the cost for personnel to attend training or to cover colleagues who are in training, be sure to include the number of personnel x the number of hours x the hourly rate. Explain the need for the personnel costs which may include the need to maintain minimum response capabilities during the scheduled training. The more detail you provide on the requested funds, the better understanding the reviewers will have of your request.

Once this is completed, select save and continue.

You will now return to this screen:

Activity	Number of Entries	Total Cost	Additional Funding	Action
Equipment	0	\$ 0	\$ 0	<a href="#">View Details</a>
Modify Facilities	0	\$ 0	\$ 0	<a href="#">View Details</a>
Personal Protective Equipment	0	\$ 0	\$ 0	<a href="#">View Details</a>
Training	1	\$ 45,000	\$ 30,000	<a href="#">View Details</a> <a href="#">Update Additional Funding</a> <a href="#">Narratives</a>
Wellness and Fitness Programs	0	\$ 0	\$ 0	<a href="#">View Details</a>

\* Total Funding for all EMS requested in this application

[View Details](#)

From here, select Narratives.

Section # 1 Project Description: In the space provided below include clear and concise details regarding your organization's project's description and budget. This includes providing local statistics to justify the needs of your department and a detailed plan for how your department will implement the proposed project. Further, please describe what you are requesting funding for including budget descriptions of the major budget items, i.e., personnel, equipment, contracts, etc.? You are limited to 3,000 characters. Discuss:

- Critical infrastructure assets of significance that are subject to potential terrorist attacks
- Vital services to (number of residents) of (city name)
- Types of facilities protected
- The number of personnel you intend to train
- What the training includes (skills that are essential to surviving in the event the firefighter is lost, trapped, injured, or is experiencing an SCBA malfunction, communications during a fire fighter emergency, so that fire fighters responding with other jurisdictions on automatic and mutual aid incidents are knowledgeable of how to communicate with other fire agencies)
- The need for this training and how it will improve fire fighter safety
- How will the program be delivered?
- How many hours of training are included?
- Describe how you will minimize the impact on the department's ability to provide service during training.
- What topics will be covered in the training?
- Why are these topics important to your department and mutual aid?
- What federal regulations or national standards are addressed with this training?

Need to consider the following:

- Personnel Costs
  - Costs for 30 personnel to go through training if hosting a class and not opening it up to other departments; consider overtime rates for each person attending the class.
- How the training will be delivered. Will you host the class and allow other attendees to offset the costs or will all 30 spots be filled with personnel from your department? Once your instructors are trained how will you deliver the training to the remaining members of your department?
- Props
  - The cost for the initial set of props is included in the \$45,000 costs for the FGS Train-the-Trainer course. The props remain with the host site. Additional sets of props costs \$11,400 (includes all signage, branding, crating and estimated cost of shipping).
- Need to explain how you will meet the mandatory match of the grant money being requested.

Section # 2 Cost/Benefit: In the space provided below please explain, as clearly as possible, what will be the benefits your department or your community will realize if the project described is funded (i.e. anticipated savings and/or efficiencies)? Is there a high benefit for the cost incurred? Are the costs reasonable? Provide justification for the budget items relating to the cost of the requested items. You will be limited to 3,000 characters. Discuss:

- Number of first responders to receive the training
- Number of residents who will be better protected
- Why are your fire fighters not currently trained to perform the survival skills of disentanglement, removing oneself from a hazardous environment by breaching and exiting through a wall, and self rescuing out of an upper floor window?
- Why is it critical that they receive this training?
- How will this training better prepare your members to perform risk – benefit analysis during an incident?
- How does improving your ability to read smoke, understand building construction and heat release improve your ability to protect your members and the citizens you serve?
- Have these issues been listed as contributing factors in past near-misses and LODD investigation reports?
- Is there a benefit to training on preventing the Mayday from occurring and why?
- Why is SCBA training and communications training important to fire fighter survival?
- Why is it important to include all members and all ranks within your department?
- Is there a benefit to the incident commander knowing the actions a fire fighter will take during a Mayday situation and why?
- Why is it important to learn and practice these skills before the emergency occurs?

- Will you collect data and evaluations that demonstrate the effectiveness of your training and how will you collect that information?

Section # 3 Statement of Effect: How would this award affect the daily operations of your department (i.e., describe how frequently the equipment will be used or what the benefits will provide the personnel in your department)? How would this award affect your department's ability to protect lives and property in your community? You will be limited to 3,000 characters.

Section # 4 In the space provided below include details regarding your organization's request not covered in any other section. You will be limited to 3,000 characters

Use this section to detail how the program will be delivered and how the funds requested will be used.

Remember, the most important thing is for you to tell your story and why this funding and training are critical to your members and the community you protect. Additionally, proposed training projects that benefit the highest percentage of applicable personnel (your department and others) receive a higher rating and are more likely to be funded.

For additional information on applying for grants, contact the IAFF Grants Department at [grants@iaff.org](mailto:grants@iaff.org) or (202) 824-1575.

For more information on the IAFF Fire Ground Survival Program, visit our website at <http://www.iaff.org/HS/FGS/FGSIndex.htm>, contact us by email at [safety@iaff.org](mailto:safety@iaff.org), or by phone at (202) 824-1572.