

April 4, 2016

With this letter you will find the 2016 Volunteer Fire Assistance (VFA) application materials. ***Please thoroughly read through this letter***, the VFA program information sheet, and the application. Additionally, please make note of the following dates:

- Completed applications are due to the Nebraska Forest Service (NFS) by **Friday, May 27, 2016**.
- If approved for a cost-share grant, projects must be completed and all receipts/paid invoices for reimbursement must be submitted to the NFS by **Friday, October 14, 2016**.


If your fire department is approved for a grant through the VFA cost-share program, the documents submitted to the Nebraska Forest Service (NFS) for reimbursement must clearly show the purchase has been **PAID in FULL**. We cannot accept *PROFORMA* invoices or invoices showing a balance due unless another form of **payment documentation** is included (see below). We recommend placing any orders as early as possible to avoid delays in document submission.

Acceptable documents to submit for reimbursement include:

- Invoice or bill that shows a **\$0 balance**.
- Invoice or bill that shows **PAID**.
- Receipt showing total amount **PAID**.
- **Cancelled check(s)**.

Fire departments that have an outstanding (unpaid) balance beyond 90 days for any NFS fee service (Fire Shop, prevention materials, Nebraska Wildland Fire Academy) will not receive funding through the VFA program until the balance is resolved.

Please call or email with any questions.



Casey L. McCoy, Acting Wildland Fire Protection Program Leader
Nebraska Forest Service
cmccoy3@unl.edu

Volunteer Fire Assistance Program Funds

Nebraska Forest Service • 102 Forestry Hall, PO Box 830815; UNL East Campus; Lincoln, NE 68583-0815

The **2016 Volunteer Fire Assistance Program (VFA)** is available for communities with a population of 10,000 or less, and who do not have adequate fire protection. If qualified, a community may receive up to 50% cost-share toward the purchase of 2-way radios, protective clothing, breathing apparatus, and/or firefighting equipment. A community project to provide smoke detectors for rural residences may also qualify.



As has been the practice in the VFA program for several years, those departments currently reporting wildfires (primary responder, mutual aid, and/or “no response”) will receive additional points in the scoring of their VFA application. Applications from departments that have *not* submitted fire reports in the preceding year will **not be considered** for VFA funding. If you need assistance with or information on your wildfire reporting status, please contact Kris Scanlon at 402-472-2733 or kscanlon2@unl.edu.

Communities desiring financial assistance should return the included project application by **May 27, 2016**. Notices of projects approved or disapproved will be mailed 2 - 4 weeks after the closing deadline and/or **after program funding is in place**. ***These funds are contingent upon this program being funded nationally.*** Please do not spend monies on your VFA project until you receive the VFA approval letter from the Nebraska Forest Service.

Grant funding for fire hall construction or the purchase of new fire trucks, town sirens, or EMS/rescue equipment supplies are **not eligible**. Also, purchases made prior to project approval do **not qualify**. ***You may not use federal monies from any other source for the local match on these projects. The applying fire district must be NIMS (National Incident Management System) compliant.***

Federal ID number/EIN - the fire department/district federal ID number/EIN is **required** on the VFA cost share application. ***If this number is not included, your application will not be processed.*** Departments/districts should already have an ID number since it is required when the department/district files its yearly budget, BUT, if you cannot locate it, ask the IRS to search for your EIN by calling the Business & Specialty Tax Line at (800) 829-4933. The hours of operation are 7:00 am - 7:00 pm local time, Monday - Friday. An assistor will ask for identifying information and provide the number over the telephone, as long as you are authorized to receive it. If you call, be patient and prepared to be on “hold” for a while. ***If you do not currently have a Federal ID number***, you may apply online for one at the following website: <http://www.irs.gov/businesses/small/article/0,,id=102767,00.html>. Click on the “*Apply Online Now*” link and that will take you through the process. Obtaining this ID number should be done now, rather than waiting until you are possibly approved for the VFA.

If a department receives approval for their project, projects must be completed by October 14, 2016.

This cost-share money comes from the USDA Forest Service and the program is administered by the Nebraska Forest Service. If you have questions, call Casey or Kris at 402-472-2944 or email Kris at kscanlon2@unl.edu.

Submit applications to:
Nebraska Forest Service
Attn: Casey McCoy
PO Box 830815; 102 Forestry Hall
Lincoln, NE 68583-0815

Deadline for Applications: May 27, 2016



2016 Application for Volunteer Fire Assistance Program Funds

Nebraska Forest Service • 102 Forestry Hall, PO Box 830815; UNL East Campus; Lincoln, NE 68583-0815

(50% COST-SHARE)

APPLICATION DEADLINE: May 27, 2016

Does the applying organization meet the National Incident Management System (NIMS) training requirements?

Yes _____ No _____

Community or Organization: _____ Date: _____

Project Request:

- ☐ Breathing Apparatus ☐ Smoke Detectors ☐ Communications ☐ Protective Clothing
- ☐ Other (please specify): _____

NAME/DESCRIBE EQUIPMENT NEEDED (use space below) - Why needed? Replacement, additional or initiating? Cost?

PURCHASES MADE BEFORE PROJECT APPLICATION APPROVAL DO NOT QUALIFY.

*If additional space is needed, please attach another page. * Application continues on other side.*

** Application continues on other side.*

Name all Town(s) or Rural Fire District(s) this equipment will benefit: _____

Fire Department or District FEDERAL ID# ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____ **THIS 9-DIGIT NUMBER IS ABSOLUTELY REQUIRED!**

Mill Levy - Applying Fire District: _____ Fire Department: _____

ISO Rating - Rural: _____ Town: _____

Average number of training hours *per firefighter* last year: _____

ISO requires an average of 24 hours per firefighter per year to achieve a rating of 8 or better.

Will this project change insurance rating? _____ If yes, attach ISO letter.

Total Cost of Project \$ _____

Community Contribution \$ _____ *(This must be "non-federal" funds.)*

Funds Requested \$ _____

Please Note: This cost-share money comes from the USDA Forest Service. Funds are contingent upon this program being funded nationally.

Authorized Representative:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

County: _____ Phone: _____

Signature: _____

RETURN APPLICATION TO:

NEBRASKA FOREST SERVICE

ATTN: CASEY MCCOY

POB 830815; 102 FORESTRY HALL

UNL EAST CAMPUS

LINCOLN, NE 68583-0815

PROJECT COMPLETION DEADLINE: OCTOBER 14, 2016

PLEASE DO NOT WRITE IN THIS BOX. INTERNAL USE ONLY.

Date: _____

Priority Value _____

Approved _____

Not Approved _____

State Forester
Board of Regents, UNL