



1 appropriated to the Albuquerque Fire Rescue in the Operating Grant Fund 265  
2 for Fiscal Year 2019.

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**CITY OF ALBUQUERQUE**  
**Albuquerque, New Mexico**  
**Office of the Mayor**

Mayor Timothy M. Keller

**INTER-OFFICE MEMORANDUM**

January 10, 2019

**TO:** Klarissa Peña, President, City Council

**FROM:** Timothy M. Keller, Mayor 

**SUBJECT:** APPROVING THE APPLICATION FOR FY19 FIRE PREVENTION AND SAFETY GRANT.

The New Mexico Department of Homeland Security Federal Emergency Management Agency is distributing funds to eligible entities. Albuquerque Fire Rescue is applying for grant funds in the amount of \$374,299. A local match totaling \$17,823 is available from the General Fund (110).

This funding will be used to purchase equipment to increase the awareness of fire safety and fire related injury prevention for our community.


This resolution is forwarded to the Council for consideration and action.

**Legislation Title: FY19 FIRE PREVENTION AND SAFETY GRANT**

**Recommended:**

  
\_\_\_\_\_  
Sarita Nair                      Date  
8 Chief Administrative Officer                      2/12/19

**Approved as to Legal Form:**

  
\_\_\_\_\_  
Esteban A. Aguilar Jr.                      Date  
City Attorney                      2-1-2019  
  
AL

**Recommended:**

  
\_\_\_\_\_  
Paul W. Dow                      Date  
Fire Chief                      1/10/19

## **Cover Analysis**

### **1. What is it?**

Resolution approving an application for FY19 Fire Prevention and Safety Grant Program with the New Mexico Department of Homeland Security and Emergency Management Agency and providing an appropriation.

### **2. What will this piece of legislation do?**

This legislation approves an application for federal funding which will be used to enhance awareness of fire safety and fire related injury prevention for our community.

### **3. Why is this project needed?**

This funding will be used to purchase equipment to increase the awareness of fire safety and fire related injury prevention for our community.

### **4. How much will it cost and what is the funding source?**

The FY19 Fire Prevention and Safety Grant is \$374,299 with \$356,476 in federal funds and requires a cash match of \$17,823 which is available in the General Fund (110).

### **5. Is there a revenue source associated with this contract? If so, what level of income is projected?**

\$356,476 in Federal Funds.



**Entire Application**  
**DEPARTMENT OF HOMELAND SECURITY**  
**Federal Emergency Management Agency**  
**Fire Prevention and Safety**

OMB No.: 1660-0054  
Expiration Date: August, 31 2019

**PAPERWORK BURDEN DISCLOSURE NOTICE**

Public reporting burden for this data collection is estimated to average 2.5 hours per response for FEMA Form 080-0-3 "Fire Prevention and Safety". The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472-3100, Paperwork Reduction Project (1660-0054) NOTE: Do not send your completed form to this address.

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**Applicant's Acknowledgements**

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- \* I certify the DUNS number in this application is our only DUNS number and we have confirmed it is active in SAM.gov as the correct number.
- \* As required per 2 CFR § 25, I certify that prior to submission of this application I have checked the DUNS number listed in this application against the SAM.gov website and it is valid and active at time of submission.
- \* I certify that the applicant organization has consulted the appropriate Notice of Funding Opportunity and that all requested activities are programmatically allowable, technically feasible and can be completed within the award's Period of Performance (POP).
- \* I certify that the applicant organization is aware that this application period is open from 11/12 to 12/21/2018 and will close at 5 PM ET; further that the applicant organization is aware that once an application is submitted, even if the application period is still open, a submitted application cannot be changed or released back to the applicant for modification.
- \* I certify that the applicant organization is aware that it is solely the applicant organization's responsibility to ensure that all activities funded by this award(s) comply with Federal Environmental planning and Historic Preservation (EHP) regulations, laws, and Executive Orders as applicable. The EHP Screening Form designed to initiate and facilitate the EHP Review is available at: [http://www.fema.gov/media-library-data/1431970163011-80ce3cd907072a91295b1627c56d8fd2/gpd\\_ehp\\_screening\\_form\\_51815.pdf](http://www.fema.gov/media-library-data/1431970163011-80ce3cd907072a91295b1627c56d8fd2/gpd_ehp_screening_form_51815.pdf)
- \* I certify that the applicant organization is aware that the applicant organization is ultimately responsible for the accuracy of all application information submitted. Regardless of the applicant's intent, the submission of information that is false or misleading may result in actions by FEMA that include, but are not limited to: the submitted application not being considered for award, an existing award being locked pending investigation, or referral to the Office of the Inspector General.

Signed by **Mike Schum** on **2018-11-29 14:41:20.0**

**Overview**

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<b>* Are you a member, or are you currently involved in the management of the fire department or organization applying for this grant with this application?</b>	
Yes, I am a member/officer/employee of this applicant	

If you answered "No", please **complete** the information below. If you answered "Yes", please skip the Preparer Information section.

**Note: Fields marked with an \* are required.**

Preparer Information	
Preparer's Name	
Address 1	
Address 2	
City	
State	
Zip	<a href="#">Need help for ZIP+4?</a>
Primary Phone	Ext. Type Select
Email	

In the space below, please list the person your organization has selected to be the **Primary Point of Contact** for this grant. This should be an officer or member of the fire department or an employee of the organization applying for the grant that will see this grant through completion and has the authority to make decisions on and to act upon this grant application.

The Primary Contact, as listed below, is the person for which all exchanges of information will be made relative to the application; all information provided must be specific to the contact listed. The Primary Contact must be an employee of the fire department or organization applying for the grant and shall not be a grant writer or a non-employee of the fire department or organization.

In addition to the Primary Contact information, you will be asked to provide two (2) Alternate Points of Contact on the next page. The Alternate contacts must be familiar with the application and should be able to answer any questions relative to this application in the event that Primary Point of Contact is unavailable. When you are finished, click the Save and Continue button below.

**Reminder:** Please list only phone numbers and email addresses where we can get in *direct contact* with the respective point of contact(s). If this contact changes at any time during the period of performance, please update this information.

**Note:** Fields marked with an \* are required.

Primary Point of Contact	
* Title	Driver
Prefix	N/A
* First Name	Mike
Middle Initial	
* Last Name	Schum
* Primary Phone	505-768-2840 Ext. Type work
* Secondary Phone	505-379-9969 Ext. Type cell
Optional Phone	Ext. Type Select
Fax	
* Email	mschum@cabq.gov
* Is there a grant-writing fee associated with the preparation of this request? This fee must be specifically identified and listed in the application "Request Details" section as a budget line item in order to be eligible for reimbursement.	No
Fees for grant writers may be included as a pre-award or pre-application expenditure. However, fees payable on a contingency basis are not an eligible expense. For grant writer fees to be eligible as a pre-award expenditure they must be paid prior to award, (i.e., paid within 60 days of the end of the application period).	



If you answered "yes" above, what is the fee? \$

**Contact Information**

Alternate Contact 1 Information	
* Title	Deputy Chief
Prefix	N/A
* First Name	Emily
Middle Initial	
* Last Name	Jaramillo
* Primary Phone	505-768-9355 Ext. Type work
* Secondary Phone	505-934-1381 Ext. Type cell
Optional Phone	Ext. Type Select
Fax	
* Email	evjaramillo@cabq.gov

Alternate Contact 2 Information	
* Title	Captain
Prefix	N/A
* First Name	Jackie
Middle Initial	
* Last Name	Lance
* Primary Phone	505-934-0911 Ext. Type cell
* Secondary Phone	505-768-9300 Ext. Type work
Optional Phone	Ext. Type Select
Fax	
* Email	jlance@cabq.gov

FEMA Form 080-0-3

**Applicant Information****EMW-2018-FP-00389**

Originally submitted on 12/20/2018 by Emily Jaramillo (Userid: AFDFire)

**Contact Information:****Address: 11500 Sunset Gardens S.W.****City: Albuquerque****State: New Mexico****Zip: 87121****Day Phone: 5059341381****Evening Phone:****Cell Phone: 5057689355****Email: evjaramillo@cabq.gov****Application number is EMW-2018-FP-00389**

* Organization Name	Albuquerque Fire Rescue										
* Are you a Fire Department?	Yes										
* Type of Applicant	Fire Department										
If "Other", please enter the type of Applicant											
What kind of Fire Department do you represent?	All Paid/Career										
If you answered "Combination" above, what is the percentage of career members in your organization?											
* Are you a non-fire based EMS?	No										
* Type of community served?	Urban										
<b><u>SAM.gov (System For Award Management)</u></b>											
* What is the legal name of your Entity as it appears in SAM.gov? Note: This information must match your <a href="#">SAM.gov</a> profile if your organization is using the DUNS number of your Jurisdiction.	Albuquerque Fire Rescue										
* What is the legal business address of your Entity as it appears in <a href="#">SAM.gov</a> ? Note: This information must match your <a href="#">SAM.gov</a> profile if your organization is using the DUNS number of your Jurisdiction.											
<table border="1"> <tr> <td>* Mailing Address 1</td> <td>11510 Sunset Gardens</td> </tr> <tr> <td>Mailing Address 2</td> <td></td> </tr> <tr> <td>* City</td> <td>Albuquerque</td> </tr> <tr> <td>* State</td> <td>New Mexico</td> </tr> <tr> <td>* Zip</td> <td>87121 - 0017 <a href="#">Need help for ZIP+4?</a></td> </tr> </table>		* Mailing Address 1	11510 Sunset Gardens	Mailing Address 2		* City	Albuquerque	* State	New Mexico	* Zip	87121 - 0017 <a href="#">Need help for ZIP+4?</a>
* Mailing Address 1	11510 Sunset Gardens										
Mailing Address 2											
* City	Albuquerque										
* State	New Mexico										
* Zip	87121 - 0017 <a href="#">Need help for ZIP+4?</a>										
* <a href="#">Employer Identification Number</a> (i.e. 12-3456789) Note: This information must match your <a href="#">SAM.gov</a> profile.	85-6000102										
* Is your organization using the DUNS number of your Jurisdiction?	Yes										
* I certify that my organization is authorized to use the DUNS number of my Jurisdiction provided in this application. (Required if you select "Yes" above)	<input checked="" type="checkbox"/>										
* What is your 9 digit <a href="#">DUNS number</a> ?	835523911 (call 1-866-705-5711 to get a DUNS number)										
If you were issued a 4 digit number (DUNS plus 4) by your Jurisdiction in addition to your 9 digit number please enter it here. Note: This is only required if you are using your											

<p>Jurisdiction's DUNS number and have a separate bank account from your Jurisdiction. Leave the field blank if you are using your Jurisdiction's bank account or have your own <a href="#">DUNS number</a> and bank account separate from your Jurisdiction.</p>	
<p>* Is your <a href="#">DUNS Number</a> registered in <a href="#">SAM.gov</a> (System for Award Management previously CCR.gov)?</p>	Yes
<p>* I certify that my organization/entity is registered and active at <a href="#">SAM.gov</a> and registration will be renewed annually in compliance with Federal regulations. I acknowledge that the information submitted in this application is accurate, current and consistent with my organization's/entity's <a href="#">SAM.gov</a> record.</p>	
<p>* Please describe your organization and/or community that you serve. <b>4000 characters</b></p>	<p>The Albuquerque Fire Rescue (AFR) is a paid, all-risk-capable, municipal department serving a jurisdiction of more than 188 square miles and a greater metro population of close to a million residents (according to 2017 Census projections). As the State's largest and busiest fire department, AFR maintains 22 strategically located fire stations throughout the city, housing 58 frontline fire apparatus currently staffed by 652 uniformed firefighters. Approximately 250 of AFR's members are EMT-I or nationally licensed paramedics, with the balance being EMT-basics. AFR is funded for 704 sworn firefighters and is currently understaffed by 52. In addition to providing an all-hazards-capable response to New Mexico's largest urban area, AFR is also responsible, through mutual aid response agreements, for response to any major event within a fifty-mile radius of the city to our State, local, tribal and territorial jurisdictions. AFR provides automatic aid to Bernalillo County Fire Department as well. AFR has full-time Hazardous Materials, Heavy Technical Rescue, and Wildland typed teams that are used throughout the State through statewide contracts. We routinely commit dozens of sworn personnel to help fight Wildland fires throughout New Mexico and the country during the summer months. Albuquerque is the largest city in New Mexico and represents almost a quarter of the state's total population. Located just northwest of the State's geographic center, about fifty miles south of Santa Fe (the state's capitol), in the fifth largest state in the Union by area, Albuquerque is home to an estimated 558,545 people - with the metro area at more than 913,000 (according to 2017 estimates). It is ranked as the 32nd most populous city in America, and the 59th most populous metropolitan area. Albuquerque is considered both a destination city and a convention city, hosting hundreds of conventions a year. Albuquerque is home to Kirtland Air Force Base and Sandia National Laboratories. The University of New Mexico and the Central New Mexico Community College - both located near the City's center - attend to the educational needs of more than 50,000 students. The UNM campus (home to AFR's Fire Station #3) also maintains the states only level one trauma center, medical school, law school, nursing school, business school, and paramedic school. As the largest city in New Mexico that is north of the US/Mexico border, the FBI has long considered the area to be one of the top targets for potential terrorist activity in the country. According to NM's Department of Homeland Security, the Joint Terrorism Taskforce, and the FBI's Anti-terrorism program have identified and tracked defined terrorist activity within the state. They are also aware of narco-cartel and extremist connections within the state. In the 2017 Firehouse magazine run survey, AFR is listed as the 30th busiest fire</p>

department. The Department's call volume for 2017 was 106,908 and in 2015, it was 94,328 - an increase of 12,580 (or 11.8%) over a 2-year span. AFR is on course to run over 110,000 calls in 2018. This translates to an increase of about 34 calls per day with over 50 less Firefighters than in 2015. Despite the challenges AFR faces with staffing, budget, and call volume, in 2015 the Insurance Services Office (ISO) recognized AFR as a Class-1 municipal fire department.

\* What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served? 558545

\* Do you currently report to the National Fire Incident Reporting System (NFIRS)?  
Note: You will be required to report to NFIRS for the entire period of the grant. Yes

If you answered "Yes" above, please enter your FDIN/FDID. 01007

Headquarters or Main Station Physical Address

\* Physical Address 1 11500 Sunset Gardens S.W.

Physical Address 2

\* City Albuquerque

\* State New Mexico

\* Zip 87121 - 7758

\* Mailing Address 1 11500 Sunset Gardens S.W.

Mailing Address 2

\* City Albuquerque

\* State New Mexico

\* Zip 87121 - 7758

Bank Account information

\* The bank account being used is: (Please select one from right) Maintained by my Jurisdiction

Note: The following banking information must match your SAM.gov profile.

\* Type of bank account Checking

\* Bank routing number - 9 digit number on the bottom left hand corner of your check 121000248

\* Your account number 4943705830

Applicant Budget

\* For this current fiscal year (at the time of grant application), what is your organization's operating budget for programs that enhance the safety of the public and firefighters with respect to fire and fire-related hazards (including fire prevention, fire code enforcement, fire/arson investigation, wildfire prevention, and firefighter health and safety research and development)? Please include costs for personnel; maintenance of apparatus, equipment, and facilities; utility costs; purchasing expendable items, etc. Please answer this same question for the previous two fiscal years. Please indicate in the text box next to each of the budget figures what fiscal year that amount pertains to. If you are unable to provide the information, please enter 0 into each budget field and use the narrative field below to provide an explanation.

83329000  
Budget: 77636000 Fiscal Year: 2018  
Budget: 76730000 Fiscal Year: 2017

\* Financial Need: Please explain the applicant's need for financial assistance to carry out the proposed project(s). Provide detail about the applicant's total operating budget, including a high-level breakdown of the budget. Describe the applicant's inability to address financial needs without federal assistance. Discuss other actions the applicant has taken to meet their needs. Include information on efforts to obtain funding elsewhere and how similar projects have been funded in the past. (4000 characters).

While Albuquerque was one of the fastest-growing metros at the beginning of the millennium - growing by 22% between 2000 and 2010, it saw zero net growth in 2017. Consequently, municipal revenues have been stagnant. Compounding that issue is the fact that Albuquerque has been slow to recover from the recession of 2009. The state has so far bucked

the generally improving national jobs trend by posting only a slight increase in unemployment. According to a report from the Brookings Institution, the metro area remains bogged down in a sluggish to nonexistent recovery. The slow-moving economy has put many behind on mortgage payments, resulting in a foreclosure rate of one in every 1939, as reported by RealtyTrac. The area also posted a 2.3% decline in housing prices over the past year. Since the City's general funds are primarily reliant upon tax revenues, those economic drivers directly translate to a decrease in gross receipts and other tax revenue, and subsequent City funding of Department needs. After conducting an intensive financial needs assessment, Albuquerque Fire Rescue determined the Fire Prevention and Safety Grant to be a necessity for this fiscal year's operational needs. As with all municipal departments within the City, AFR is funded primarily through gross receipts taxes. The poor economic climate has resulted in a steady and progressive reduction of this income and has resulted in decreases in State augmentation funds for AFR. Funds not appropriated to operational needs or personnel costs are insufficient to meet pending departmental needs. In spite of Albuquerque's zero net growth, AFR has seen an increase in call volume - up 11.8% in only the last two years. Total calls dispatched for 2017 increased to 106,908 - an increase of 12,580 calls, or about 34 calls per day, over 2015. The coming year promises to be another fiscally challenging one for AFR, as we continue to juggle expenses. For 2017, the department's General Fund appropriation was \$73,779,000, of which \$68,090,181 is allocated to salaries and benefits - leaving only \$5,688,819 for routine operational expenditures. AFR primarily relies on GO bond money for apparatus replacement and repairs to facilities due to budget restrictions. AFR was notified in October of 2018 that the GO allocation was being decreased by 79% going from \$7,000,000 to \$1,500,000 for a two-year period. AFR is currently projecting the need to replace \$8,500,000 of apparatus over the next few years. After expending a full 92% of our operational budget to personnel costs, we are left with minimal funds for apparatus, equipment, PPE and other necessities. Acquisition of our grant request, without federal financial assistance, is highly unlikely.

\* In cases of demonstrated economic hardship, and upon the request of the recipient, the FEMA Administrator may waive or reduce the cost share and/or maintenance of effort requirement for certain recipients (15 U.S.C. § 2229(k)(4) (A)). The guidelines for determining what constitutes economic hardship are published at <https://www.fema.gov/media-library/assets/documents/158776>.

No

Is it your organization's intent to apply for an economic hardship waiver, if awarded an FP&S grant?

Note: A grant must be awarded and accepted before a hardship waiver can be submitted as an amendment request via the online eGrants system.

If yes, which type of waiver will you be applying for?

#### Additional Information

\* This fiscal year, are you receiving Federal funding from any other grant program for the same purpose for which you are applying for this grant?

No

\* Is the applicant [delinquent on any federal debt](#)?

No

\* This fiscal year, are you receiving Federal funding from any other grant program regardless of purpose?

Yes

\* If awarded, will your organization expend more than \$750,000 in Federal funds during your organization's fiscal year? If "Yes", your organization will be required to undergo an A-133 audit. Reasonable costs incurred for an A-133 audit are an eligible expenditure and should be included in the applicant's proposed budget. Please enter audit costs only once under any "Additional Funding" in the "Request Details" section of the application.

Yes

If you answered "Yes" to any of the additional questions above, please provide an explanation in the space provided below. (4000 characters):

Dept. of Agriculture: Child & Adult Care Food Program; Summer Food Program Housing and Urban Development: Community Development Block Grant; Emergency Solutions; Home Investment Partnership; Continuum of Care Dept. of Interior: Historic Preservation Inventory Dept. of Justice: Law Enforcement Assistance; Violence Against Women; Project Safe Neighborhoods; Edward Byrne Memorial Justice Assistance; DNA Backlog Reduction; Paul Coverdell Forensic Science Improvement; National Sexual Assault Initiative, Comprehensive Opioid Abuse Site-Based Program, Criminal & Juvenile Justice & Mental Health Collaboration; Equitable Sharing Dept. of Transportation: Airport Improvement; Highway Planning & Construction; Federal Transit - Capital Investment; Federal Transit - Formula; State & Community Highway

Safety; Minimum Penalties for Repeat Offenders for Driving While Intoxicated; Interagency Hazardous Materials Public Sector Training & Planning Endowment for the Arts: Promotions of the Arts Environmental Protection Agency: Air Pollution Control; Surveys, Studies, Research, Investigations, Demonstrations, and Special Purpose Activities Relating to the Clean Air Act Health & Human Svcs: Special Programs for the Aging, Title III, Parts, B, C, D & E; Nutrition Services Incentive; Public Health Emergency Preparedness; Hospital Preparedness Program (HPP) and Public Health Emergency Preparedness (PHEP) Aligned Cooperative Agreements; General Grant Funding; Head Start Corp. for National & Community Service: Retired & Senior Volunteer Program; Foster Grandparent; Senior Companion Exec. Office of the President: High Intensity Drug Trafficking Area Homeland Security: Disaster Grants - Public Assistance (Presidentially Declared); Emergency Management Performance; Homeland Security Grant Program; National Explosives Detection Canine Team

**FEMA Form 080-0-3**

**Request Information**

Program Name
Fire Prevention and Safety

FEMA Form 080-0-3

**Request Details Summary**

The number of projects and cost for the activity **Fire Prevention and Safety** are listed in the table below.

Activity	Number of Projects	Total Cost
Fire Prevention and Safety	3	\$ 374,299

FEMA Form 080-0-3

**Fire Prevention And Safety Projects**

**DEPARTMENT OF HOMELAND SECURITY  
Federal Emergency Management Agency  
Activity Specific Questions for Fire Prevention and Safety Applicants**

OMB No.: 1660-0054  
Expiration Date: August, 31 2019

**PAPERWORK BURDEN DISCLOSURE NOTICE**

Public reporting burden for this data collection is estimated to average 2.5 hours per response for FEMA Form 080-0-3a "Activity Specific Questions for Fire Prevention and Safety Applicants". The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472-3100, Paperwork Reduction Project (1660-0054) NOTE: Do not send your completed form to this address.

To review other sections of your application, select the appropriate section from the pull-down menu above and then press the Go button. You may [edit this application](#) if you want to correct a mistake. After you have reviewed all the sections and are satisfied with the information, please click on the Submit Application link on the left to complete your submission.

Note: Fields marked with an \* are required.

\* 1. Select one of the choices listed below. You can apply for a maximum of 3 projects within this activity.

Select	Category
	Community Risk Reduction
	Code Enforcement/Awareness
	Fire & Arson Investigation
	National/State/Regional Programs and Studies



<p>* 2. Are you requesting a Micro Grant? Micro grants are only eligible for projects under the FP&amp;S Activity. Micro Grant awards have a federal share not exceeding \$25,000. Projects will only be eligible for Micro Grants if they meet the priority for the categories listed.</p>	<input type="text" value="No"/>
<p>* 3. If "yes," under which categories are you requesting a Micro Grant? Mark all that apply.</p>	<input type="text"/>

<b>Fire Prevention and Safety</b>								
Fire & Arson Investigation Project								Action
Fire & Arson Investigation - Capabilities Information								<a href="#">View Details</a>
Project								Action
Fire & Arson Investigation-Fire & Arson Investigation								<a href="#">View Details</a>
<p>In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project.</p> <p>Albuquerque Fire Rescue is striving to become a state and regional resource for fire investigations with this project. The primary goal of this project is to aggressively investigate fires. The secondary goal is to increase our evidence collection and surveillance capabilities. The requested items will provide the fire investigations division with the capability to capture digital evidence of fire related crimes across the state. The third goal is to become a state and regional partner. With the requested items we will be able to offer resources and an expertise that is lacking within the State.</p>								
Item	Number of units for first 12 months	Cost per unit for first 12 months	Total Cost in first 12 months	Number of units for second 12 months	Cost per unit for second 12 months	Total Cost in second 12 months	Total Cost	Action
1. Trail Cameras	20	\$ 600	\$ 12,000	0	\$ 0	\$ 0	\$ 12,000	<a href="#">View Details</a>
2. Mobile Camera System Trailer	2	\$ 25,000	\$ 50,000	0	\$ 0	\$ 0	\$ 50,000	<a href="#">View Details</a>
3. 3D Camera	1	\$ 94,000	\$ 94,000	0	\$ 0	\$ 0	\$ 94,000	<a href="#">View Details</a>
<b>Total</b>		<b>\$ 156,000</b>				<b>\$ 0</b>	<b>\$ 156,000</b>	

<b>Community Risk Reduction Project</b>								Action
Community Risk Reduction - Capabilities Information								<a href="#">View Details</a>
Project								Action
Community Risk Reduction-Juvenile Firesetter Program								<a href="#">View Details</a>
<p>In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project.</p> <p>This narrative summarizes our request for funding to enhance risk-reduction efforts specifically benefiting families with youth between the ages of 3 and 17 who have a history of starting fires and also to protect the broader community from the damaging fires these youths might set in the future if their behavior is not addressed. The National Fire Academy teaches that youth firesetting behavior can be influenced by a collaborative approach by the fire service, Juvenile Justice and mental health clinicians trained in youth firesetter issues. Education about fire and fire safety measures plus mental health support, if needed, or social services, will assist many youths to change these behaviors. The Albuquerque Fire Department intends to refine and restructure our existing informal approach to counseling youths who have set fires. Our goal is to protect the residents of Albuquerque from the hazard of youthset fires.</p>								
Item	Number of units for first 12 months	Cost per unit for first 12 months	Total Cost in first 12 months	Number of units for second 12 months	Cost per unit for second 12 months	Total Cost in second 12 months	Total Cost	Action
1. Laptop Computer	1	\$ 2,799	\$ 2,799	0	\$ 0	\$ 0	\$ 2,799	<a href="#">View Details</a>
2. Presentation Equipment	1	\$ 5,000	\$ 5,000	0	\$ 0	\$ 0	\$ 5,000	<a href="#">View Details</a>
3. Marketing	1	\$ 10,000	\$ 10,000	0	\$ 0	\$ 0	\$ 10,000	<a href="#">View Details</a>
4. Educational Materials	1	\$ 20,000	\$ 20,000	0	\$ 0	\$ 0	\$ 20,000	<a href="#">View Details</a>

9. Youth Fireset Training Program	2	\$ 5,000	\$ 10,000	0	\$ 0	\$ 0	\$ 10,000	<a href="#">View Details</a>
<b>Total</b>			<b>\$ 47,799</b>			<b>\$ 0</b>	<b>\$ 47,799</b>	
Community Risk Reduction-Public Education								<a href="#">View Details</a>
In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project.								
It is the intent of this project to increase and support the capabilities of our comprehensive fire education program. We are currently lacking funds and resources to effectively educate the community that we serve. The largest vulnerability that we have within our jurisdiction is the 37,000 acres of unprotected wildland areas. The primary goal is to provide a higher awareness of fire safety and fire related injury prevention to the public and our response partners. The long-term benefits of this project are to help support and promote our goal of reducing fires and fire related injuries.								
Item	Number of units for first 12 months	Cost per unit for first 12 months	Total Cost in first 12 months	Number of units for second 12 months	Cost per unit for second 12 months	Total Cost in second 12 months	Total Cost	Action
1. Sparky Costume	1	\$ 5,500	\$ 5,500	0	\$ 0	\$ 0	\$ 5,500	<a href="#">View Details</a>
2. Inflatable Fire Education House	1	\$ 15,000	\$ 15,000	0	\$ 0	\$ 0	\$ 15,000	<a href="#">View Details</a>
3. Fire Education Trailer	1	\$ 150,000	\$ 150,000	0	\$ 0	\$ 0	\$ 150,000	<a href="#">View Details</a>
<b>Total</b>			<b>\$ 170,500</b>			<b>\$ 0</b>	<b>\$ 170,500</b>	

## Fire & Arson Investigation Project(s)

### View Project

Fire & Arson Investigation Project Information	
*1. Project	Fire & Arson Investigation
*If you are submitting more than one Fire & Arson Investigation project, please provide a project title (i.e.: commercial inspections, update code books, etc)	
*2. Who is the target audience for the planned project?	Children under 14 Firefighters Other: Jurisdiction Adults over 65 High risk group
*3. What is your estimated size of the target audience?	558545
*4. How was this target audience determined?	Informal Assessment
If "None of the above", briefly describe the method used to determine target audience(800 characters)	
* In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project. (1000 characters)	
Albuquerque Fire Rescue is striving to become a state and regional resource for fire investigations with this project. The primary goal of this project is to aggressively investigate fires. The secondary goal is to increase our evidence collection and surveillance capabilities. The requested items will provide the fire investigations division with the capability to capture digital evidence of fire related crimes across the state. The third goal is to become a state and regional partner. With the requested items we will be able to offer resources and an expertise that is lacking within the State.	
* Will this project aim to aggressively investigate every fire?	Yes

If "Yes", this project will aim to aggressively investigate every fire, please explain how this project will assist you in reaching this goal(1000 characters).

This project does aim to aggressively investigate every fire. We have an operating budget that does not allow us to enhance our capabilities. We currently patrol the wildland areas and have implemented extra patrols. However we have not seen a decline in fire activity. With the requested items we can conduct surveillance in certain areas of our jurisdiction. Every year we suffer a rash of arson fires in our wildland areas. Our cities infrastructure does not support the needed equipment to monitor these areas.

Being able to capture this type of surveillance will allow us to build stronger cases and prepare them for prosecution. We want to apprehend and charge arsonists to the fullest extent. We see this as an extreme vulnerability within our community and without Federal funding it is unlikely that we will be able to aggressively combat this growing concern.

\* If applicable, explain your current fire and arson investigation program, including the number of personnel, training and certifications of personnel, and any partnerships (local/regional). Please enter "N/A" if not applicable and you are just starting a new program(1000 characters).

We currently have 8 investigators assigned to the fire investigations division. There are 3 drivers, 3 Lieutenants, 1 Quality Assurance Lieutenant and 1 Captain. We have 1 reserve investigator and 1 that will graduate the police academy by the end of 2018. Albuquerque Fire Rescue will also send and graduate 2 more members by the end of 2019. All investigators are fully credentialed firefighters, sworn police officers.

Partnerships include:

Office of the Superintendent of Insurance  
New Mexico State Fire Marshals Office  
Albuquerque Police Department  
Bernalillo County Sheriffs Office  
Bernalillo County Fire Department  
Bernalillo County District Attorneys Office  
Alcohol Tobacco and Firearms  
Federal Bureau of Investigation  
Office of the Medical Investigator

\* Explain your jurisdiction's training requirements for fire investigation personnel(800 characters).

All investigators are required to maintain firefighter and police officer credentials.

Fire fighting credentials include: emergency medical technician, firefighter 1, fire instructor 1, fire officer 1, arduous level wildland and operations level hazmat.

Police credentials include: defensive tactics, firearms, tazer operation, handling the mentally ill and other Department of Public Safety mandates.

\* How will the items you are requesting enhance your fire and arson investigation efforts(800 characters)?

We currently have limited means or budget to patrol or monitor our 37,000 acres of wildland. This vast area has no infrastructure to support surveillance cameras. The trail cameras and mobile camera trailer will provide us with the capability to record and review footage within the wildland areas of our jurisdiction.

These items will also increase our ability to support our state and regional partners. Currently we can only offer our expertise and guidance towards fire investigations across the state. The requested items will provide us with the opportunity to bring necessary equipment to a fire scene.

\* 5. In the space provided below, please explain your experience and ability in developing and conducting (i.e., timely and satisfactory project completion) past fire prevention and safety projects. Additionally, please demonstrate the experience and expertise you have in managing the type of project you are proposing:(2000 characters)

I have been with AFR for 16 years, and within the last year promoted to the rank of Captain. Prior to reaching the rank of Captain, I worked in the Fire Investigations Division as a certified police officer. In this division we are responsible for organizing and maintaining a consistent case load from the initial cause and origin investigation through the prosecution phase. After serving 3 years in the fire investigations division I was promoted to the rank of Lieutenant. I served as a front-line officer for the past three years where I was responsible for maintaining and supervising my station, the apparatus and my crew. While serving as a frontline officer, I went beyond my duties and implemented a district specific field readiness and fire safety program. To implement this program, I tasked my crew with conducting pre-fire plans, which focused on high occupancy-high priority buildings within the community. These inspections provided my station with valuable information about our community which translates to increased lifesaving capabilities.

After serving as a front line officer for 3 years I was promoted to the rank of Captain and transferred back into the fire investigations division. I currently manage 7 investigators who are all cross certified as a police officer. The office averages 106 cases per year, half of which are being prosecuted. This allows us the ability to not only determine origin and cause, but be the prosecuting authority for all fire related crimes within our jurisdiction. We are the only cross certified investigators in the state, which requires strict management of cases, firefighting and police credentials. It is this management experience and expertise that motivates me to develop our departments fire investigations division into a State-wide resource.

\*6. The narrative portion of the application should contain supporting information that allows for evaluation of this project. If you are applying for a grant in the Fire Prevention and Safety Activity, your Narrative Statement must address the evaluation elements as outlined in the FY2018 Notice of Funding Opportunity.

Keep in mind that the evaluation of your application will also be based on a clear understanding of your proposal, your ability to meet the objectives of the program, and your probability of successfully delivering your project to the population targeted. You need to fully explain how the funds will be used to accomplish the goals of your project. To that end, be sure to include descriptions/justification for all budgeted items - items not justified may be disallowed.

Your narrative is broken out into 5 separate sections which are required, with an optional Additional Comments section. Each section will address each of the criteria upon which your application will be evaluated and scored. Due to the built in "time-out" feature, we recommend you create the narrative text in your word processing system and then copy it into the spaces provided below. Images, attachments, and special characters of formatting (i.e.: quote marks, bold print, bullet points, symbols, etc.) are not allowed.

**\*6a. Vulnerability Statement: What is the vulnerability in your community that you have identified? What statistics correspond with and support your project and target audience? Please describe the steps which were taken to determine the vulnerability and target audience and describe the methodology for determining all of the above. (Up to 5000 characters)**

The largest vulnerability that we have within our jurisdiction is the 37,000 acers of unprotected wildland areas. The Bosque follows the Rio Grande River, which flows through the center of our town. The Bosque is filled with cottonwood trees and a variety of shrub. The wildlands located on the east and west sides of town are filled with a variety of shrub and tumbleweeds. Our city limits run adjacent to these areas and house all ages and economic groups. This high priority target audience accounts for 5% of our population or 27,927 people. This population accounts for only the homes directly adjacent to our wildlands. Beyond these initial homes, the population increase exponentially. It is not feasible with our limited personnel and resources to patrol this entire area.

This target audience is highly susceptible to wildland fires due to our dry climate and drought conditions. The Albuquerque area averages a high temperature of 68.800 F and a low of 45.40 F, and the annual precipitation is 9.39 inches. We also have high winds which further dry our wildlands and create a yearly High fire danger for our community. This year we encountered a wildland fire that destroyed 1 home and damaged 10 others. The fire was contained to 6.7 acres and 11 families were displaced. This was a small fire with devastating property loss and a small reminder of how vulnerable we are.

We are just as limited by our budget as our state and regional partners. The State Fire Marshals Office currently has 2 investigators tasked with investigating fires throughout the entire state of New Mexico. This creates a high risk vulnerability across the state. It is unrealistic to believe that these limited resources are capable of fully investigating every fire. This has helped fuel our desire to offer whatever resources we can. Albuquerque Fire Rescue is committed to establishing a collaborative network of state resources to fully combat fires and fire related injuries.

A case specific vulnerability that we are attempting to avoid is our case documentation. We are using a successful method of documenting our fire scenes, but it is becoming outdated and we are vulnerable in an age of advanced technology. There is a vulnerability of speculation and conjecture when interpreting this type of evidence. With the advancements in technology and defense proceedings we anticipate an argument against this type of evidence in the future. We are attempting to be proactive and create a process of certainty in our photographic evidence.

We are also vulnerable because of our funding and resources. We have been able to maintain positive prosecution rates and the ability to investigate fires. Our recent Insurance Services Office report indicates that 43% of our jurisdictions fire are receiving an origin and cause determination. We are proud of this figure with our limited resources; however the requested items and funding will allow us the ability to aggressively investigate every fire.

**\*6b. Implementation Plan: Provide details on the implementation plan which discusses the proposed project's goals and objectives. What are the methods and specific steps that will be used to achieve the**

**goals and objectives? If applicable, what examples can you provide of marketing efforts to promote the project? Who will deliver the project and what partnerships may be involved along with how they will support this project? How will the materials or deliverables be distributed? (Up to 5000 characters)**

The primary goal of this project is to aggressively investigate and prosecute fire related crimes within our jurisdiction. We do comply with NFPA 921 and NFPA 1033 and use a systematic approach to investigate every fire. Our investigators also attend the National Fire Academy and become certified as Fire Investigation Technician. Looking at the last decade our average case load is 106 cases per year. In 2018 we have had 108 cases, 69 of which have been classified as incendiary, and 29 as undetermined. Our desired outcome is to decrease the amount of undetermined cases and increase the amount of prosecutions in our office. We plan to do this with additional cameras and evidence collection techniques.

To implement this objective we will first install the requested trail cameras in our 37,000 acres of unprotected wildland. Placing these cameras strategically and covertly throughout the wildland area will provide potential evidence which we are currently unable to capture. The majority of our wildlands run through the center of our jurisdiction and is surrounding by residential and commercial structures. This is the high priority target audience for this project. These fires are also being classified as undetermined based on a lack of evidence. Our investigations are finding an origin and cause; however, we cannot develop any persons of interest due the sheer size of the wildland area and no infrastructure to produce evidence.

The requested mobile camera system will complement the trail cameras. Many of the access points to our wildlands began in open parking lots. These lots have no camera systems available to support the infrastructure required to operate camera systems. These mobile cameras will be placed strategically to create a trail of digital evidence. The mobile cameras will be used to identify persons of interest, point of access and vehicle identification. The trail cameras will be used to capture the fire set. Having these systems working together will greatly increase evidence for these undetermined cases.

The second objective is to create a comprehensive documentation process for our scene examinations. We currently use Nikon cameras to document a scene. These cameras are sufficient, but do not function properly in low-light situations. These cameras also lack the depth and detail that a 3D camera can produce. Creating a 3D image of a fire scene will increase our ability to recreate a fire scene and give an in depth analysis of an origin and cause determination. To implement this objective we will place the camera on our investigators vehicle and use it on every necessary fire scene.

The third objective of this project is to build a fire investigations division that is capable of supporting our State, local, tribal and territorial partners. The State of New Mexico Fire Marshals Office currently has 2 investigators available to investigate fires within the state. We see this as a huge gap in service for the state and it is an extreme burden on the rest of the state to aggressively investigate fires. We are currently in the process of becoming commissioned through the Office of the Superintendent of Insurance so that we can operate state wide. Being the largest fire investigation division in the state and the only crossed certified agency, we see it is an obligation to provide assistance to our state partners.

To accomplish this goal we will actively be sharing our current and requested resources across the State and region. We recently graduated our first Accelerant Detecting K9. This K9 is an Alcohol Tobacco and Firearms (ATF) agent which has the responsibility and duty to respond within the region. With the requested trail cameras, mobile camera system and 3D camera we can support our regional partners who have limited resources. We have seen a rash of arson fires across the state in the last year, and our state is lacking resources and capabilities to aggressively investigate them. We have communicated with these agencies and are working to create mutual aid agreements throughout the state.

There are currently 8 department members dedicated to the fire investigation division that will utilize and promote the requested items. The cameras and associated equipment will be maintained and operated by our fire investigations division. When there is a request for outside service for these items, we will be responsible for their care, maintenance and operation. We currently work with the New Mexico State Fire Marshals Office, Albuquerque Police Department, Bernalillo County Sheriff's Office, Bernalillo County Fire Department, Bernalillo County District Attorneys Office, ATF and FBI. These agencies have requested we increase our capabilities and offer support to become a state wide resource.

**\*6c. Evaluation Plan: How will the proposed project be evaluated for its impact on the target audience? Describe how you will measure risk at the outset of the project in comparison to how much the risk decreased after the project is finished. (Up to 5000 characters)**

This project will be evaluated monthly for effectiveness and reliability. We currently record all cases that are investigated by the fire investigations division. We create monthly reports for our administrative staff and city government. These reports are already being used to evaluate the division and its effectiveness. These reports will

be further used to ensure this projects long-term success.

We have been averaging 106 cases a year for the last decade. Since January 2017, we have had 206 cases, with 133 being Incendiary and 53 being undetermined. We want to decrease the number of undetermined cases and increase the number of prosecuted cases. To accomplish this goal we should see a decrease of 1 undetermined case per month being converted to a natural, accidental or incendiary classification. The monthly data we keep will provide guidance for this goal. This data will be backed by the digital evidence captured with the trail cameras and mobile camera system.

The second evaluation will be based on our photographic documentation process. We want to ensure that we are best utilizing federal funds and the requested items. However, we understand that not every fire will need the in depth and detailed documentation that a 3D camera can offer. We anticipate that 25% or 25 cases will be documented with the requested camera. We anticipate this number to increase as we get requests from our state and regional partners.

The next evaluation process will be based on our state-wide case support. While this will be a new process during the performance period of this project, we set a modest goal of 12 cases for the performance period of this grant. This will equate to one additional case being supported outside of our jurisdiction. We do not intend to take over cases, just provide our resources and expertise. To evaluate this process we will work closely with our partners to ensure we are supporting their needs and making a positive impact within their jurisdiction.

We will also be evaluated by the Insurance Services Office. We have recently been awarded a rating of 1. This evaluation looks at every aspect of our department and has a direct effect on community insurance ratings. Albuquerque Fire Rescue is committed to this evaluation process and the effects it has on our community. We will ensure that the requested federal funds are used to successfully complete this project and we satisfy the Insurance Services Office evaluation.

**\*6d. Cost Benefit: Does your project demonstrate a high benefit for the cost incurred? Are the costs associated with the project reasonable for the target audience that will be reached? If so, demonstrate the above in addition to the cost benefits and how you plan to maximize the level of funding that goes directly into the delivery of the project. (Up to 2500 characters)**

It is the intention of this project to aggressively investigate fires. This intent will lead to increased prosecution rates state wide which will prevent and detour future property and life loss. This cost analysis can be found from a string of fires from 2016. We had a domestic terrorist that fire-bombed 9 separate business. The total property loss was 14 million dollars, plus lost wages and first responders operating costs. If we had the requested items we could have had the ability to limit the monetary losses of these events. The requested items could have been utilized to capture digital identifiers of this individual and potentially stopped further devastation.

We will also conduct a cost-benefit analysis with this process to ensure the best utilization of resources. We will track our expenditures and resources when supporting our state and regional partners. We will evaluate and analysis the effects of our support on a state level. We anticipate that we will effectively increase the prosecution rates for our state partners. We will coordinate with our State Fire Marshals Office to evaluate this data and its effects on the state.

We will also evaluate our photographic documentation. We want to provide a realistic and detail image of a fire scene for prosecution. We will work with the Bernalillo County District Attorneys Office to gauge the effectiveness of these images. We want to be able to recreate a fire scene for the prosecution that has realistic features and detail. This capability will increase our capability to articulate our findings and systematic approach at a fire scene.

**\*6e. Sustainability: Is it your organization's intent to deliver this program after the grant performance period? If so, how will the overall activity be sustained and what are the long-term benefits? Examples of sustainable projects can be illustrated through the long-term benefits derived from the delivery of the project, the presence of non-federal partners likely to continue the effort, or the demonstrated long-term commitment of the applicant. (Up to 2500 characters)**

Albuquerque Fire Rescue is committed to the fire investigations division and its long-term sustainability. The fire investigations division has a consistent operating budget of \$30,000 annually which provides for training and required equipment. Although we have had a consistent budget we are limited to our current investigative processes and unable to expand our program. Our current investigations have been successful; however, we want to ensure that our clearance rate increases and are cases are prosecuted to the fullest extent. We also want to become a state wide resource that our partners can rely on.

We currently have 8 members assigned to the fire investigations division. We also have 1 certified member which is used in a reserve status. We have recently had another member graduate the police academy and we will be sending at least 2 more within the next year alone. Albuquerque Fire Rescues Administrative staff, City

Government and Key Stakeholders understand the importance of the fire investigations division and are working together to increase the operating budget, personnel and resources. This commitment from our Administrative Staff, City Government and Key Stakeholders is a testament to the long-term sustainability and desire to aggressively investigate every fire.

Albuquerque Fire Rescue has also recently graduated the first Accelerant Detecting K9 in department history. The K9 is an ATF agent, which comes with a 5 year commitment to the region for national call outs. This is a project that AFR was willing to take and is an example of our commitment to expanding capabilities, investigating fires and supporting our regional partners.

The support to increase our current budget, personnel and the regional commitment of an ATF K9 shows Albuquerque Fire Rescues willingness and long-term expectations of the fire investigations division. We will honor this commitment to our community and partners, but without federal funding we will be limited in the aggressive approach we wish to take towards investigating every fire and becoming a state wide resource.

**6f. Additional Comments: If you have any additional comments about your project, please provide them here. (Up to 3000 characters)**

No additional Comments.

FEMA Form 080-0-3a

**Budget Item**

* Item	3D Camera
* Select Object Class	Equipment
If you selected other above, please specify	
<b>First Twelve Months:</b>	
Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 94000 (Whole dollar amounts only)
Total for first twelve months:	\$ 94000
<b>Second Twelve Months:</b>	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	The 3D camera will be used to document a fire scene. This camera will provide an in depth and detailed recreation of a fire scene. We currently use Nikon cameras to capture photographic evidence. This process is effective however it lacks depth and detail that a 3D camera can produce. This type of documentation will recreate a fire scene that is realistic for prosecution. The above price includes the camera, software, training, warranty and maintenance.

FEMA Form 080-0-3a

**Budget Item**

* Item	Mobile Camera System Trailer
* Select Object Class	Equipment
If you selected other above, please specify	
<b>First Twelve Months:</b>	
Number of units, first twelve months	2 (Whole number only)
Cost per unit, first twelve months	\$ 25000 (Whole dollar amounts only)
Total for first twelve months:	\$ 50000

<b>Second twelve months:</b>	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	The mobile camera system trailer will be placed at access points to our wildlands. The majority of access points to our wildland areas have no infrastructure to support any type of camera system. Placing this trailer strategically in conjunction with our trail cameras will provide a possible trail of evidence which will produce evidence and support a prosecution. We are asking for 2 systems so that we can create a perimeter of surveillance coverage. The price includes the camera system, trailer and 1 day of training.

FEMA Form 080-0-3a

**Budget Item**

* Item	Trail Cameras
* Select Object Class	Equipment
If you selected other above, please specify	
<b>First Twelve Months:</b>	
Number of units, first twelve months	20 (Whole number only)
Cost per unit, first twelve months	\$ 600 (Whole dollar amounts only)
Total for first twelve months:	\$ 12000
<b>Second Twelve Months:</b>	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	The trail cameras will be strategically placed throughout our 37,000 acres of wildland. These cameras will be placed deep into the wildland areas where the majority of our fires start. There is currently no infrastructure to support surveillance equipment in these areas. The cost listed above include memory cards, camera mount, security box and camera.

FEMA Form 080-0-3a

**Community Risk Reduction Project(s)**

**View Project**

Community Risk Reduction Project Information	
*1. Project	Juvenile Firesetter Program
*If you selected "Other", above, please specify	
*2. Who is the target audience for the planned project?	Children under 14 High risk group Other: 3-18
*3. What is your estimated size of the target audience?	128465



\*4. How was this target audience determined?

Informal Assessment

If "None of the above", briefly describe the method used to determine target audience(800 characters)

USing the latest census bureau information the current population of our jurisdiction is 558545. This data also shows that 23% of that population is under the age of 18. This amounts to 128,465 children under the age of 18 within the jurisdiction.

\* In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project. (1000 characters)

This narrative summarizes our request for funding to enhance risk-reduction efforts specifically benefiting families with youth between the ages of 3 and 17 who have a history of starting fires and also to protect the broader community from the damaging fires these youths might set in the future if their behavior is not addressed.

The National Fire Academy teaches that youth firesetting behavior can be influenced by a collaborative approach by the fire service, Juvenile Justice and mental health clinicians trained in youth firesetter issues. Education about fire and fire safety measures plus mental health support, if needed, or social services, will assist many youths to change these behaviors.

The Albuquerque Fire Department intends to refine and restructure our existing informal approach to counseling youths who have set fires. Our goal is to protect the residents of Albuquerque from the hazard of youthset fires.

\* 5. In the space provided below, please explain your experience and ability in developing and conducting (i.e., timely and satisfactory project completion) past fire prevention and safety projects. Additionally, please demonstrate the experience and expertise you have in managing the type of project you are proposing:(2000 characters)

I am a 20 plus year veteran of the Albuquerque Fire-Rescue Department (AFR). Throughout my career, I have had the honor of serving the citizens of Albuquerque in a variety of capacities. While assigned to the Fire Marshals Office as an Inspector, I identified violations and deficiencies associated with fire and life safety codes within the business community. I was also charged with the responsibility of being a fire and life safety educator. During my assignment in FMO, I learned of the Albuquerque Fire Department Youth Fire Awareness Program (YFAP). The YFAP program was initiated in December of 1991 and fell to its demise in the early 2000s due a retirement. In 2003 I was reassigned to the Division of Fire/Arson Investigations. During the course of conducting and supervising fire investigations for over 15 years, the Arson Division has identified numerous youth firesetters.

To my chagrin, we have no program in place to refer these troubled youth. Under a new fire administration, Albuquerque Fire Rescue has recognized the need and is committed to remedying the void by redeveloping a youth firesetter prevention and intervention program. This program will include written policies, procedures, goals, objectives, case management (YFIRES) and a succession planning strategy. I have completed an array of formal education and training to include National Fire Academy courses and earning a Master of Arts Degree in Business and Organizational Security Management. Specifically, the NFA course in Youth Firesetter Prevention and Intervention provided me with the knowledge, skills, and abilities to develop, implement, lead, and evaluate a youth firesetting prevention and intervention program in compliance with NFPA 1035. As such, I have been named the Program Manager for the newly developed Youth Firesetter Prevention and Intervention Program for Albuquerque Fire rescue.

\*6. The narrative portion of the application should contain supporting information that allows for evaluation of this project. If you are applying for a grant in the Fire Prevention and Safety Activity, your Narrative Statement must address the evaluation elements as outlined in the FY2018 Notice of Funding Opportunity.

Keep in mind that the evaluation of your application will also be based on a clear understanding of your proposal, your ability to meet the objectives of the program, and your probability of successfully delivering your project to the population targeted. You need to fully explain how the funds will be used to accomplish the goals of your project. To that end, be sure to include descriptions/justification for all budgeted items - items not justified may be disallowed.

Your narrative is broken out into 5 separate sections which are required, with an optional Additional Comments section. Each section will address each of the criteria upon which your application will be evaluated and scored. Due to the built in "time-out" feature, we recommend you create the narrative text in your word processing system and then copy it into the spaces provided below. Images, attachments, and special characters of formatting (i.e.: quote marks, bold print, bullet points, symbols, etc.) are not allowed.

**\*6a. Vulnerability Statement: What is the vulnerability in your community that you have identified? What statistics correspond with and support your project and target audience? Please describe the steps**

**which were taken to determine the vulnerability and target audience and describe the methodology for determining all of the above. (Up to 5000 characters)**

Albuquerque Fire Rescue is a paid municipal department, comprised of 700 uniformed personnel, serving a jurisdiction of more than 182 square miles and an estimated city population of 558,545; the greater metropolitan area population is estimated at 901,700. The City of Albuquerque is a large metropolitan area that is also comprised of 37,000 acres of wildland-urban interface, to include the West Mesa, Foothills, and Bosque. Within the estimated metropolitan area population of 901,700; there are 128,465 youth in our community that are susceptible to youth set fires, thus making them viable candidates for a youth firesetter prevention and intervention program. Students enrolled in charter schools, parochial schools, and home-schooled children are not represented in the APS population.

Currently, Albuquerque Fire Rescue does not have a Youth Firesetter Prevention and Intervention Program in place; it is being developed. Consequently, the City of Albuquerque is vulnerable to the threat of youth firesetting behavior. With the retired Albuquerque Fire Department YFAP program not collecting and recording youth firesetting data and the absence of a program for more than 15 years, empirical evidence is not available for analysis. AFR does not have accurate data that will accurately illustrate the vulnerability to youth firesetting behavior in the City of Albuquerque.

While in the developmental stages of the new Youth Firesetter Prevention and intervention Program, Albuquerque Fire Rescue has registered with the Youth Firesetting Information Repository and Evaluation System (YFIRES). This is a national Database and central repository dedicated to the collection, dissemination, and reporting of data and program experiences generated by youth firesetting behaviors. This data will be utilized to seek solutions to this national and local issue. In the near future, through YFIRES, AFR will be able to identify and clarify the scope of our youth firesetting problem through the collection and analysis of local data. This data will also be utilized in the program evaluation. AFR, the interagency task force, and all members of the newly developed regional Youth Firesetter Prevention and Intervention Program will have access and utilize this repository.

The data available to AFR is incomplete or anecdotal. To establish the extent of the youth firesetting problem in Albuquerque, five years of case records at the Albuquerque Fire Department Fire/Arson Investigations Division were reviewed. Along with reviewing Arson Division cases, Fire Safety Educators in the Fire Marshals Office were interviewed. The Fire Marshal's Office handled informal requests for fire safety education for juveniles who have played with or set fires. No formal process was followed to the absence of a youth firesetter prevention and intervention program.

Fire/Arson case files reviewed revealed the following: a juvenile with special needs admitted to taking matches from his home and starting his neighbors' bushes on fire. A residential structure fire caused by a 5 and 6-year-old boys playing with matches in their bathtub. A 5-year old boy playing with a lighter ignites papers in a cabinet on fire resulting in a kitchen fire. A garage erupts into flames as a result of a 12-year old boy playing with a lighter and igniting a plastic bag and other ordinary combustibles. Two juvenile suspects who are interviewed by Arson Investigators admit to lighting fireworks and placing them into a washing machine in an apartment complex laundromat. A 9-year old boy admits to starting a fire in the restroom of his Elementary School. APD Open Space Officers detain juveniles in connection with a wildland fire; juveniles interviewed by Fire Investigators and admit to starting the fire with a lighter. An 8 and 9-year old confess to starting a vacant apartment complex on fire. Two juveniles charged with felony arson for setting the roof of Zia Elementary School on fire. A 5-year old boy admits to playing with a lighter and starting his bed mattress on fire.

In 2017 and 2018 (to date), \$918,046.40 in property loss is attributed to youth fire sets. One fire in 2017 alone represented \$750,000.00 in property damage. Two juveniles set fire to an apartment in a multi-unit, multi-family building resulting in the partial collapse of the building roof and displacing multiple families from their homes. This fire was adjudicated with arson, burglary, and hate crime charges.

Currently in the City of Albuquerque, AFR responds to youth set fire incidents in a reactive posture; the only remedy for youth set fires are criminal and civil sanctions. With a functioning, well-structured youth firesetter prevention and intervention program, the City of Albuquerque will see a reduction of incidents or events that occur will be less severe due to a proactive approach through prevention/mitigation strategies.

**\*6b. Implementation Plan: Provide details on the implementation plan which discusses the proposed project's goals and objectives. What are the methods and specific steps that will be used to achieve the goals and objectives? If applicable, what examples can you provide of marketing efforts to promote the project? Who will deliver the project and what partnerships may be involved along with how they will support this project? How will the materials or deliverables be distributed? (Up to 5000 characters)**

Mission Statement of Albuquerque Fire Rescue Youth Firesetter Program is to provide a cohesive partnership

among community agencies, interacting together, to reduce the number of fire injuries and deaths by providing assistance and education to youths who exhibit firesetting behavior. The goals of the AFR Youth Firesetter Program is to sustain and expand a regional program that identifies youth firesetters, identify and develop an information stream to intervene with youths once inappropriate fire use is known, standardize an assessment process to accurately determine the extent of the problem and identify what appropriate action will be taken, create a broad and efficient referral system to respond to the needs of the youth firesetter, provide education that attempts to instill a respect and understanding of fire science, the law and individual responsibilities, provide education to the youths that is age appropriate, develop and continue a mental health referral/ monitoring service and crisis hot-line, evaluate the effectiveness of the program through statistics, student/parent evaluations and after program monitoring.

The objectives of this program are to provide public awareness, interaction, notifications and create dialogue with the general public, fire agencies, law enforcement agencies and community organizations about the youth firesetting problem. Albuquerque Fire Rescue will be the coordinating and lead agency for the Youth Fire Prevention and Intervention task force. Thus, AFR will obtain administrative approvals from all partner agencies, provide leadership in program development, implementation and expansion, identify, allocate and help seek additional resources, initiate and support interagency cooperation and partnerships, ensure that the community has a central point of contact for the program, ensure that a secure location for data collection and processing exists and is maintained (YFIRES), and helps market the program. The YFP will be standardized for all participating agencies in region to follow. The curriculum can either be delivered by each participating agency or at a scheduled AFR Fire Safety Academy.

AFR will recruit organizations within the region to join the program. AFR will seek funding through member organizations and grants. AFR will get referrals of youths through various community organizations. The Youth firesetter Program (YFP) will keep the most updated assessment tool to get most accurate and up to date assessment of the youth. The YFP keep the most updated referral system on hand to respond accurately to the needs of the youth. The YFP will keep the education curriculum current as well as the instructional tools and videos. The YFP will review the curriculum yearly to determine if updated curriculum is needed, keep the education curriculum age appropriate and current for all ages, and will review the curriculum yearly to determine if the curriculum is age appropriate or needs to be updated.

Partnerships within the task force will include, but are not limited to: AFR Fire Marshal's Office, AFR Fire/Arson Investigations Division, Albuquerque Police Department, Bernalillo County Sheriffs Department, NM Juvenile Probation and Parole, NM Children Youth and Families Dept, Albuquerque Public Schools (APS), APS Police Department, International Association of Fire Fighters (IAFF), Fraternal Order of Police, University of New Mexico Hospital, Mental Health, Carrie Tingley Hospital, NM Broadcasters Association, Insurance Industry, and Social Services. All agencies that comprise the task force will bring a unique set of assets and resources to the YFP specific to their functionality.

The community outreach and marketing efforts for the YFP will be broad based. The purpose of the community outreach will be to educate the community on the extent of the firesetting problem and to inform the community that a program exists that addresses youth firesetting behavior. A YFP specific brochure will be published and circulated by all participating agencies within the task force. Information for the YFP will be provided on AFR's website. The YFP will partner with local media outlets to include: radio, television, cable, and newspapers. The program will also be introduced during FMO fire safety presentations in schools and community fire safety initiatives. AFR will also engage in marketing the YFP in various social media outlets such as Facebook, Twitter, Instagram, and Snapchat. The AFR PIO will play an integral role in marketing the program as well.

**\*6c. Evaluation Plan: How will the proposed project be evaluated for its impact on the target audience? Describe how you will measure risk at the outset of the project in comparison to how much the risk decreased after the project is finished. (Up to 5000 characters)**

One of the most significant aspects of the YFP evaluation plan will be data management. AFR and all regional program members will utilize the YFIRES repository as the data management system. YFIRES will help monitor caseloads, track cases, determine final dispositions, provide valuable information about the success of the program for evaluation purposes, pull data for local and regional research, supply data for reports, and identify specific issues that need to be addressed during public education efforts. Currently there is no youth firesetter prevention and intervention program in the City of Albuquerque or any neighboring communities. The nearest program identified through YFIRES is located in Farmington, NM.

Once the developed YFP is implemented, AFR will be able to analyze empirical data allowing for the evaluation of process, impact, and outcome. Formative evaluations will critique the planning phase, process evaluation will evaluate the program activities, such as; presentations, classroom instruction, training the public, inspections, home surveys, and meetings. Impact and outcome evaluations will critique the short- and long-term effects of the

program.

The foundation of the evaluation plan will be the goals and objectives of the YFP as stated in the previous section. Program evaluation will determine if the program is appropriate, adequate, effective and efficient. AFR will utilize SMART objectives in the evaluation of the program. Specific: what is precisely going to be done, with, or for whom. Measurable: is it quantifiable, and can it be measured? Achievable: can we get it done in a proposed time frame/during current political climates/for a certain amount of money/with resources and support available. Relevant: will the objective have an effect on the desired goal or strategy? Time frame: when will the objective be achieved? After a year of the implemented YFP, AFR will have baseline data that will be utilized in the evaluation of the new program. The program will be modified as needed once empirical data is available. The program will eventually mature and change over time. The life cycle of the program will constantly reflect planning, implementation, and effects.

The AFR YFP will keep the mental health referral list current by checking the list yearly to make sure all listed information is up-to-date, review annual statistics, and check-in with youth at intervals of 3 months, 6 months and 1 year for after- program monitoring.

The requested training will also be used as an evaluation process. We will receive initial training from a subject matter expert to ensure program preparation and initial phases. The second training will be used to have the subject matter evaluate our progress and sustainability. We will use this evaluation to pivot or enhance program functions to ensure long-term success.

**\*6d. Cost Benefit: Does your project demonstrate a high benefit for the cost incurred? Are the costs associated with the project reasonable for the target audience that will be reached? If so, demonstrate the above in addition to the cost benefits and how you plan to maximize the level of funding that goes directly into the delivery of the project. (Up to 2500 characters)**

Currently there is no structured youth firesetter prevention and intervention program available to the community. Annually the City of Albuquerque suffers from loss of property and occasionally loss of life as result of a youth set fire. The mission of AFR is synonymous with the mission statement of the YFP, they both strive to protect life and property. A failure to implement an effective program will continue to leave the citizens of Albuquerque susceptible to the damages associated with youth firesetting.

Within the last two years, the City of Albuquerque sustained a dollar loss of nearly 1 million dollars as a result of youth firesetting. The negative cost associated with youth firesetting include injuries, deaths, property damage, and criminal or civil sanctions. National data reported by U.S Fire Departments indicate from 2007 to 2011, youth playing with fire started 49,300 fires resulting in 80 civilian deaths, 860 civilian injuries, and \$235 million in property damage. The AFR YFP will have a direct impact in reducing youth firesetting incidents in the City of Albuquerque and will be in concert with national community risk reduction initiatives.

The cost associated with funding the YFP program will be minor in comparison to the negative cost associated with youth firesetting. The regional program will utilize a combination of private and public funding sources: YFP members agency budgets, grants, donations, private foundations, local businesses, community or service organizations, possible student fees, fundraising, and an alliance with the National Firefighter Charities, Inc Nonprofit Corporation. The cost associated with the YFP will be shared throughout the community. Loss of life is priceless compared to the cost of prevention and intervention.

**\*6e. Sustainability: Is it your organization's intent to deliver this program after the grant performance period? If so, how will the overall activity be sustained and what are the long-term benefits? Examples of sustainable projects can be illustrated through the long-term benefits derived from the delivery of the project, the presence of non-federal partners likely to continue the effort, or the demonstrated long-term commitment of the applicant. (Up to 2500 characters)**

It is the intent of Albuquerque Fire Rescue to deliver this program after the performance period. The requested items and this project will create a program that the community needs and is asking for. If funding is received we will be able to implement our program and began to track and evaluate its progress. This data will be shared with our Administrative staff, City Government and partners. This data will show an increase in YFP referrals and a decrease in fire setting behavior. This will provide our Administrative staff, City Government and partners with an understanding to the dangers and costs associated with youth firesetters, and the long-term benefits of the program.

Albuquerque Fire Rescue is committed to the long term success of the this program and the benefit it will have for the community. Our Administration is in full support of our efforts and helping to create long lasting partnerships with our YFP coalition. We have also have been updated current policies and guidelines for our entire department to reflect this program. We are taking the necessary steps to implement this program as soon as possible.

Albuquerque Fire Rescue is also dedicated to Community risk reduction programs such as this. Community risk reduction is the backbone our our department and we are committed to educating and supporting our communities youth.

**6f. Additional Comments: If you have any additional comments about your project, please provide them here. (Up to 3000 characters)**

No additional comments

FEMA Form 080-0-3a

**Budget Item**

* Item	Marketing
* Select Object Class	Contractual
If you selected other above, please specify	
<b>First Twelve Months:</b>	
Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 10000 (Whole dollar amounts only)
Total for first twelve months:	\$ 10000
<b>Second Twelve Months:</b>	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	To ensure project effectiveness and sustainability this budget item will consist of brochures, radio, billboards and vehicle identification. These marketing tools will be used in conjunction with support of the Youth Fire Set Coalition to reach the target audience.

FEMA Form 080-0-3a

**Budget Item**

* Item	Youth Fireset Training Program
* Select Object Class	Contractual
If you selected other above, please specify	
<b>First Twelve Months:</b>	
Number of units, first twelve months	2 (Whole number only)
Cost per unit, first twelve months	\$ 5000 (Whole dollar amounts only)
Total for first twelve months:	\$ 10000
<b>Second Twelve Months:</b>	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip	The initial training will be provided to our coalition partners. The second training will be used as an evaluation program. This training will be provided by a Subject Matter Expert to ensure program efficiency and sustainability.

\* Item

\* Select Object Class

If you selected other above, please specify

Number of units, first twelve months	(Whole number only)
Cost per unit, first twelve months	\$ 2799 (Whole dollar amounts only)
Total for first twelve months:	\$ 2799
<b>Second Twelve Months:</b>	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	The laptop computer will be used while out of the office to conduct intake evaluations. This laptop will also be used to provide educational materials and/or presentations.

FEMA Form 080-0-3a

**Budget Item**

* Item	Presentation Equipment
* Select Object Class	Equipment
If you selected other above, please specify	
<b>First Twelve Months:</b>	
Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 5000 (Whole dollar amounts only)
Total for first twelve months:	\$ 5000
<b>Second Twelve Months:</b>	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	The presentation equipment will include a portable projector, screen and speakers which are needed to facilitate the education sessions.

FEMA Form 080-0-3a

**Budget Item**

* Item	Educational Materials
* Select Object Class	Supplies
If you selected other above, please specify	
<b>First Twelve Months:</b>	
Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 20000 (Whole dollar amounts only)
Total for first twelve months:	\$ 20000
<b>Second Twelve Months:</b>	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	Educational Materials will include books, toys, coloring pages, educational videos which are age specific for our target audience.

FEMA Form 080-0-3a

**View Project**

Community Risk Reduction Project Information	
*1. Project	Public Education
*If you selected "Other", above, please specify	
*2. Who is the target audience for the planned project?	Children under 14      Adults over 65 Firefighters              High risk group
*3. What is your estimated size of the target audience?	558545
*4. How was this target audience determined?	Informal Assessment
If "None of the above", briefly describe the method used to determine target audience(800 characters)	
* In the space provided below, please provide a brief synopsis of the proposed project and then identify the specific goals and objectives of your project. (1000 characters)	
It is the intent of this project to increase and support the capabilities of our comprehensive fire education program. We are currently lacking funds and resources to effectively educate the community that we serve. The largest vulnerability that we have within our jurisdiction is the 37,000 acres of unprotected wildland areas. The primary goal is to provide a higher awareness of fire safety and fire related injury prevention to the public and our response partners. The long-term benefits of this project are to help support and promote our goal of reducing fires and fire related injuries.	
* 5. In the space provided below, please explain your experience and ability in developing and conducting (i.e., timely and satisfactory project completion) past fire prevention and safety projects. Additionally, please demonstrate the experience and expertise you have in managing the type of project you are proposing:(2000 characters)	
Albuquerque Fire Rescue currently has 23 Community Risk Reduction programs being offered to the community. As a Lieutenant in the Fire Marshal's Office I have been managing 7 of these programs since 2008, which make-up our comprehensive fire education program. When I took over the program we were reaching just 800 people annually. I was able to increase that to 3,000 the next year, and 30,000 the following year through extinguisher training, fire warden and evacuation training, ser	

general fire safety and risk reduction, and the community emergency response team.

While managing these programs, I have successfully implemented new policy and program improvements to reach an average of 30,000 people throughout the year involving schools, local businesses, industrial and government buildings. I have also created and updated curriculum's for fire extinguisher training, high rise evacuation, senior fire safety and youth fire prevention. These curriculum's are constantly evolving and updating to include the newest and safest concepts from across the country. It is imperative that we research the latest updates for these training's to offer the best education to the target audience.

Our educational program consists of daily training's and community events. Fire Prevention week in October is our busiest time of year for this program. We have consistently been able to reach over 12,000 students in the month of October alone. It is this experience and expertise that qualifies me as the individual in Albuquerque Fire Rescue to enhance our comprehensive educational program. We have been able to educate an average of 30,000 people a year. This number includes all ages, civilians, government employees and our response partners. With the items requested I can offer the community and our response partners an interactive, hands on experience to fire safety.

**\*6. The narrative portion of the application should contain supporting information that allows for evaluation of this project. If you are applying for a grant in the Fire Prevention and Safety Activity, your Narrative Statement must address the evaluation elements as outlined in the FY2018 Notice of Funding Opportunity.**

Keep in mind that the evaluation of your application will also be based on a clear understanding of your proposal, your ability to meet the objectives of the program, and your probability of successfully delivering your project to the population targeted. You need to fully explain how the funds will be used to accomplish the goals of your project. To that end, be sure to include descriptions/justification for all budgeted items - items not justified may be disallowed.

Your narrative is broken out into 5 separate sections which are required, with an optional Additional Comments section. Each section will address each of the criteria upon which your application will be evaluated and scored. Due to the built in "time-out" feature, we recommend you create the narrative text in your word processing system and then copy it into the spaces provided below. Images, attachments, and special characters of formatting (i.e.: quote marks, bold print, bullet points, symbols, etc.) are not allowed.

**\*6a. Vulnerability Statement: What is the vulnerability in your community that you have identified? What statistics correspond with and support your project and target audience? Please describe the steps which were taken to determine the vulnerability and target audience and describe the methodology for determining all of the above. (Up to 5000 characters)**

The largest vulnerability that we have within our jurisdiction is the 37,000 acres of unprotected wildland areas. The Bosque follows the Rio Grande River, which flows through the center of our town. The Bosque is filled with cottonwood trees and a variety of shrub. The wildlands located on the east and west sides of town are filled with a variety of shrub and tumbleweeds. Our city limits run adjacent to these areas and house all ages and economic groups. This high priority target audience accounts for 5% of our population or 27,927 people. It is not feasible with our limited personnel and resources to patrol this area. It is imperative that we reach this audience to properly educate them with the requested items

Our second vulnerability is accidental fires. From January 2017 to present we have had 864 fire calls reported. These calls range from structure fires, outside fires and smoke investigation. All of these calls also have a documented determination. 225 or 25% of these calls are classified as accidental. The causes of these fires range from candles, overloaded power cords, sparks and embers. The majorities of these fires are happening within a residential structure and are contributed to misuse or abandonment of materials. The requested items will increase our communities awareness to the dangers of misuse and abandonment of burning candles or materials.

We have also identified a vulnerability within our target population. Our educational program focuses on 4th and 5th graders because of funding and resources. We see this as the last chance we have to reach our communities youth before going into middle school. We have found that our resources are not attracting or keeping the attention of the middle and high schoolers. This is an age where children are gaining more freedoms and becoming more curious. This is an age where children are vulnerable and at risk of behaviors that could result in the misuse or abuse of fire. The requested items will attract this audience and get them engaged and hands on with fire safety.

**\*6b. Implementation Plan: Provide details on the implementation plan which discusses the proposed project's goals and objectives. What are the methods and specific steps that will be used to achieve the goals and objectives? If applicable, what examples can you provide of marketing efforts to promote the project? Who will deliver the project and what partnerships may be involved along with how they will support this project? How will the materials or deliverables be distributed? (Up to 5000 characters)**



The primary goal is to provide a higher awareness of fire safety and fire related injury prevention to the public and our response partners. The proposed items will give participants a hands-on experience that will increase the participants knowledge and understanding of fire safety and prevention. Enhanced fire safety education will create a safer and more resilient community. We have been able to reach nearly 30,000 people consistently over the past decade. During the last decade we have been building partnerships, attending community events, conducting home visits and offering personalized home safety plans. We have achieved this with limited supplies and resources, but have maintained consistent progress over the last decade. We currently provide a simple presentation and handouts. This type of education is limited in scope and effectiveness. A visit through a fire safety trailer will stick with the individual far longer than any handout we may provide.

The secondary goal of this project is to increase the amount of people we are capable of reaching annually. Our goal is to reach an additional 20,000 people within the first year. We base this number on the amount of people we are currently educating, department resources and our new marketing campaign. To reach our goal of an additional 20,000 people we must train an additional 1667 people a month. This will be achieved by promoting the requested items. Currently we are limited to handouts and presentations that are not appealing to a large population of our older youth. The requested items offer a hands-on experience that our target audience is also requesting during community events.

Another goal of this project is to decrease our call volume to specific dispatches. This will be achieved by tracking our NFIRS reports and identify our fire call volumes and any trends. If we can target a specific call type and geographic area, we can increase our educational efforts in that area of the community. To accomplish this goal we will be comparing our educational outreach efforts to our dispatch records. If we are seeing a rash of outside fires near our cities wildlands, then we can target that geographic area with Wildfire prevention education. This will increase community and firefighter safety, while decreasing the call volume for our field units. This goal will not only decrease our call volume and operating expenses, but this will also be another indicator that our educational program is effective.

If we receive the requested items we will promote them through our Public Information Office. Our Public Information Office which utilizes social media and local network and radio stations. Local radio, television and newspapers have also been very proactive in promoting our presence at community events such as the NM State Fair and local Minor League Baseball games. The requested trailer will be a marketing tool in itself. Once received AFR will wrap the trailer with identification and information that encourages the public to call and request our education and training's.

Our Fire Marshals Office will deliver the proposed project to the community and response partners. We also schedule our field units to conduct specific training's throughout the community. Although I have scheduled and maintained this program for the last decade, it is a collaborative effort of our entire Fire Marshals Office, department, and our partners. We currently partner with Blue Cross Blue Shield, Safer New Mexico, University of New Mexico Hospital Burn Unit and the American Red Cross for larger community events and trainings. We now have in place 2 designated fire safety days where we visit the Minor League Baseball Stadium to address the crowd about fire safety. We are also scheduled to set up at the New Mexico State Fair giving. Both of these events provide us exposure to tens of thousands of people from around the state. AFR also works alongside Albuquerque Public Schools, Bernalillo County Fire Department, Bernalillo County Sheriffs Office, Albuquerque Police Department and Albuquerque Ambulance to demonstrate safe evacuation or shelter in place for schools during varied emergency situations.

The materials and training will be delivered together as a complete package of fire safety and prevention. The trailer, inflatable house and costume will be used together to create an experience that all age groups and professions can appreciate. However, items can also be used separately during times of multiple requests for educational training's. We have taking consideration and made arrangements to ensure that each item can be transported together, or separately. We anticipate that during large events all items will be used together to get the most out of the event and the equipment. During smaller events we will use the items separately to ensure that we are attending every event possible and reaching are target audience.

**\*6c. Evaluation Plan: How will the proposed project be evaluated for its impact on the target audience? Describe how you will measure risk at the outset of the project in comparison to how much the risk decreased after the project is finished. (Up to 5000 characters)**

AFR has recently developed an online platform to track all community risk reduction programs that we offer, specifically fire safety and prevention education. This platform allows the trainer to document the location of the training, the number trained, the type of training and the time needed to conduct the training. This data provides an in-depth look at the efforts of our comprehensive educational program. This data is already being collected and

provided to our departments Administrative staff and City Government for evaluation.

The first step of the evaluation process starts with our initial trainings and short-term objectives. At the end of educational program, the trainer asks the group questions from the events to ensure there is an achieved outcome of knowledge. This will provide the trainer with immediate feedback on the effectiveness of the training. This will also allow the trainer to reiterate any needed key elements of the training. We are also currently working on developing a survey application that participants can answer immediately after the educational program. This data will be used to gauge the effectiveness of the program or any needs to alter the training. This data will be reviewed by my team. We will monitor this data, repeat requests for trainings and visitors comments.

One of the goals of this project is to increase the number of people we reach within a year. Using the tracking platform we have developed, we can track our monthly risk reduction efforts. We want to ensure that we will be able to achieve our goal of an additional 20,000 people reached within a year. This means that every quarter we will need to be educating 1667 people a month. Every month the recorded data will be reviewed and analyzed to ensure program progress. This data will be used to show the need to further promote the requested items, or increase the target goal beyond 20,000.

To effectively evaluate our program, we will compare our training data with our NFIRS incident reports. We will use this comparison to indicate a decline in fire related calls and fire related injuries. This is the primary objective of this program. If we are seeing a decrease in fire related calls then we can assume that our educational program is effective. This comparison will be used on a monthly basis to ensure the best utilization of resources and funding. All monthly and quarterly reports will be provided to our departments Administrative staff, City government and key stakeholders for evaluation. Our key stakeholders are vital to the success and long-term sustainability of this program.

**\*6d. Cost Benefit: Does your project demonstrate a high benefit for the cost incurred? Are the costs associated with the project reasonable for the target audience that will be reached? If so, demonstrate the above in addition to the cost benefits and how you plan to maximize the level of funding that goes directly into the delivery of the project. (Up to 2500 characters)**

The total cost of this project is far less than that of one life lost in a fire. 1 loss of life due to fire has a cascading effect on the community. We can expect to see not only the tragic loss of life, but loss of property, loss of wages and negative physiological impact within the community. There is no numerical value to place on this cost-benefit analysis. The items that we are asking for are in addition to our current curriculum and educational resources. We have a sustained budget for our current resources. The budget of our current educational program is \$20,000 annually. These materials include junior fire badges, coloring books and helmets. No budget remains to develop our program and attract our high priority audience.

Although we have been conducting a comprehensive fire safety and prevention campaign, we have been limited in our ability to deliver interactive hands-on training. The training we would be able to provide with a fire safety trailer in demonstrating the importance of knowing two ways out, how smoke and fire work to prevent escape, and hazard identification. This type of training leaves a realistic and lasting effect on the target audience. This realistic and lasting effect is unobtainable with a presentation and handout. This type of interactive hands-on training is a long-term benefit of the requested items.

The requested items are reasonable for the associated cost. Currently we cannot effectively reach our high priority audience due to lack of funding, resources and appeal. Our middle and high schoolers make up the majority of our youth. We reached this audience when they were in the elementary schools and they are past the age of our coloring books and helmets. We still do presentations for this audience, however they are not engaged. This is also an age that we consider high risk due to the youth earning more freedoms and curiosity. It is imperative that we reach these youth to teach them proper fire safety.

Albuquerque Fire Rescue is committed to this project and its long-term sustainability. We have considered that there will be monetary cost to maintain and operate the requested items. We have figured that trailer maintenance will be the largest reoccurring cost associated with this project during the period of performance and for the life of the trailer. We currently have a fleet maintenance division that will conduct trailer maintenance needs, which will cut down on any associated cost.

**\*6e. Sustainability: Is it your organization's intent to deliver this program after the grant performance period? If so, how will the overall activity be sustained and what are the long-term benefits? Examples of sustainable projects can be illustrated through the long-term benefits derived from the delivery of the project, the presence of non-federal partners likely to continue the effort, or the demonstrated long-term commitment of the applicant. (Up to 2500 characters)**

AFR has implemented and maintained fire safety education since its inception over 100 years ago. The fire service and Albuquerque Fire Rescue have institutionalized fire safety in the community. It is the intent of Albuquerque

Fire Rescue to continue our mission of institutionalizing fire safety and prevention to create a safer and more resilient community. We have been able to sustain a comprehensive educational program with limited resources and intend to without federal funding. However, to effectively and efficiently prepare and educate our community we must increase our capabilities.

This comprehensive educational program is a Community Risk Reduction program. Community risk reduction is the corner stone of the fire service. We have 30 Fire Marshals dedicated to this comprehensive educational program. We also utilize our entire department during specific trainings. We constantly schedule truck and station tours within the community where our field units are educating the public. This department wide effort and desire to educate the community will sustain Albuquerque Fire Rescue's fire safety and prevention campaign.

The long-term benefits of this project are to help support and promote our goal of reducing fires and fire related injuries. With a majority of our focus on 4th and 5th graders an interactive trailer, inflatable house and costume will attract our middle, high school and community colleges as well. If we can attract this student population we can establish a long-term progressive education program for our communities youth. Although the fire service is the lead for fire safety, we cannot work independent of our response partners. Fire safety is one piece of true public safety. Public safety requires partnerships with all state, local, tribal and territorial partners. Albuquerque Fire Rescue is committed to this concept and fostering a community of collaboration.

**6f. Additional Comments: If you have any additional comments about your project, please provide them here. (Up to 3000 characters)**

No additional comments

FEMA Form 080-0-3a

**Budget Item**

* Item	Inflatable Fire Education House
* Select Object Class	Equipment
If you selected other above, please specify	
<b>First Twelve Months:</b>	
Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 15000 (Whole dollar amounts only)
Total for first twelve months:	\$ 15000
<b>Second Twelve Months:</b>	
Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0
* Description	
The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.	The inflatable fire education house will be set up at our larger community events. The inflatable house is an all ages attraction that teaches evacuations and staying low in smoke. This item also teaches the audience about kitchen, living room and bedroom fire safety and prevention.

FEMA Form 080-0-3a

**Budget Item**

* Item	Sparky Costume
* Select Object Class	Equipment
If you selected other above, please specify	

**First Twelve Months:**

Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 5500 (Whole dollar amounts only)
Total for first twelve months:	\$ 5500

**Second Twelve Months:**

Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0

<p><b>* Description</b> The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.</p>	<p>The costume will be used in conjunction with the other requested items. This specific custom has animatronics and the ability to play a pre recorded message. An educator can also don the costume and perform specialized presentations.</p>
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FEMA Form 080-0-3a

**Budget Item**

* Item	Fire Education Trailer
* Select Object Class	Equipment
If you selected other above, please specify	

**First Twelve Months:**

Number of units, first twelve months	1 (Whole number only)
Cost per unit, first twelve months	\$ 150000 (Whole dollar amounts only)
Total for first twelve months:	\$ 150000

**Second Twelve Months:**

Number of units second twelve months	0 (Whole number only)
Cost per unit second twelve months	\$ 0 (Whole dollar amounts only)
Total for second twelve months:	\$ 0

<p><b>* Description</b> The space to the right should be used to provide further clarification on the costs (i.e. personnel costs: number of hours/rate/staff; or meeting costs: number of meetings/days/attendees). When describing personnel costs please include an hourly rate per person and percentage of effort. When describing travel costs, please include cost per person/per trip and detail out airfare costs, lodging costs, per diem costs and other costs as well as number of days of travel. Budget justification for travel should also be included in the project narrative.</p>	<p>The trailer will be used at larger community events. This trailer will come with an interactive kitchen, interactive bedroom, wheel chair ramp, generator, stove safety and appliance safety. This interactive trailer will be used for all ages and community groups throughout the jurisdiction. This trailer will be the center piece of this comprehensive fire safety and prevention program.</p>
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FEMA Form 080-0-3a

**Research And Development Projects****Budget**

Budget Object Class			
Budget Amount	First 12-Month Period	Second 12-Month Period	Total
Personnel	0	0	0

Benefits	0	0	0
Travel	0	0	0
Equipment	334,299	0	334,299
Supplies	20,000	0	20,000
Contractual	20,000	0	20,000
Construction	0	0	0
Other	0	0	0
Indirect Charges	0	0	0
<b>Total</b>	<b>374,299</b>	<b>0</b>	<b>374,299</b>

Indirect Cost Details (complete this section only if you have a Federally approved Indirect Cost Rate agreement). Please note you must add the Indirect Costs as a line item within the Request Details section as they are not automatically calculated.

Agency Indirect Cost Agreement with	
Indirect Cost Rate	%
Agreement Summary	
<b>Total Federal and Applicant Share</b>	
Federal Share	\$ 356,476
Applicant Share (Cash OR In-Kind)	\$ 17,823
Applicant Share of Award (%)	5

\* Non-Federal Resources (The combined Non-Federal Resources must equal the Applicant Share of \$ 17,823)

a. Applicant	\$ 17,823
b. State	\$ 0
c. Local	\$ 0
d. Other Sources	\$ 0

If you entered a value in "Other Sources" other than zero (0), include your explanation below. You can use this space to provide information on the project, cost share match, or if you have an indirect cost agreement with a federal agency.

<b>Total Budget</b>	<b>\$ 374,299</b>
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FEMA Form 080-0-3a

**Narrative Statement**

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**The narrative for Fire Prevention and Safety is provided when adding Fire Prevention and Safety Projects under the Request Details section.**

## FEMA Form SF 424B

You must read and sign these assurances. These documents contain the Federal requirements attached to all Federal grants including the right of the Federal government to review the grant activity. You should read over the documents to become aware of the requirements. The Assurances and Certifications must be read, signed, and submitted as a part of the application.

Note: Fields marked with an \* are required.

## O.M.B Control Number 4040-0007

## Assurances Non-Construction Programs

Note: Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signed by **Mike Schum** on **12/20/2018**



You must read and sign these assurances.

## Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters and Drug-Free Workplace Requirements.

Note: Fields marked with an \* are required.

### O.M.B Control Number 1660-0025

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying; and 44 CFR Part 17, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when FEMA determines to award the covered transaction, grant, or cooperative agreement.

#### 1. Lobbying

A. As required by the section 1352, Title 31 of the US Code, and implemented at 44 CFR Part 18 for persons (entering) into a grant or cooperative agreement over \$100,000, as defined at 44CFR Part 18, the applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement and extension, continuation, renewal amendment or modification of any Federal grant or cooperative agreement.
- (b) If any other funds 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, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all the sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements and sub contract(s)) and that all sub recipients shall certify and disclose accordingly.

#### 2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

A. As required by Executive Order 12549, Debarment and Suspension, and implemented at 44CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A, the applicant certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.
- (b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification: and
- (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

#### 3. Drug-Free Workplace (Grantees other than individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 44CFR Part 17, Subpart F, for grantees, as defined at 44 CFR part 17, Sections 17.615 and 17.620:

(A) The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantees policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement and
- (2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable FEMA awarding office, i.e. regional office or FEMA office.

(f) Taking one of the following actions, against such an employee, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

(B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance				
Street	City	State	Zip	Action
11500 Sunset Gardens	Albuquerque	New Mexico	87121 -7748	

**If your place of performance is different from the physical address provided by you in the Applicant Information, press *Add Place of Performance* button above to ensure that the correct place of performance has been specified. You can add multiple addresses by repeating this process multiple times.**

**Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for FEMA funding. States and State agencies may elect to use a Statewide certification.**

Signed by **Mike Schum** on **12/20/2018**

**FEMA Standard Form LLL**

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**Only complete if applying for a grant for more than \$100,000 and have lobbying activities. See Form 20-16C for lobbying activities definition.**

## Submit Application

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### Application 100% complete, Submitted

Please click on any of the following links to visit a particular section of your application. Once all areas of your application are complete, you may submit your application.

Application Area	Status
Applicant's Acknowledgements	<a href="#">Complete</a>
Overview	<a href="#">Complete</a>
Contact Information	<a href="#">Complete</a>
Applicant Information	<a href="#">Complete</a>
Request Information	<a href="#">Complete</a>
Request Details	<a href="#">Complete</a>
Budget	<a href="#">Complete</a>
Narrative Statement	<a href="#">Complete</a>
Assurances and Certifications	<a href="#">Complete</a>

**PLEASE READ THE FOLLOWING STATEMENTS BEFORE YOU SUBMIT.**

- **YOU WILL NOT BE ALLOWED TO EDIT THIS APPLICATION ONCE IT HAS BEEN SUBMITTED.** If you are not yet ready to submit this application, save it, and log out until you feel that you have no more changes.
- **When you submit this application, you, as an authorized representative of the organization applying for this grant, are certifying that the following statements are true:**

**To the best of my knowledge and belief, all data submitted in this application are true and correct.**

**This application has been duly authorized by the governing body of the applicant and the applicant will comply to the Assurances and Certifications if assistance is awarded.**

**To sign your application, check the box below and enter your password in the space provided. To submit your application, click the Submit Application button below to officially submit your application to FEMA.**

**Note: The primary contact will be responsible for signing and submitting the application. Fields marked with an asterisk (\*) are required.**

**I, Mike Schum, am hereby providing my signature for this application as of 21-Dec-2018.**