

Entire Application

Applicant's Acknowledgements

- * 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 04/04/2016 to 05/06/2016 and will close at 5 PM EDT; 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
- * 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 **Mark Corso** on **2016-05-05**

Overview

| | |
|---|--|
| <p>* 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?</p> | |
| <p>Yes, I am a member/officer/employee of this applicant</p> | |

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 | Need help for ZIP+4? |
| Primary Phone | Ext. 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 | Chief Financial Officer |
| Prefix | Mr. |
| * First Name | Mark |
| Middle Initial | |
| * Last Name | Corso |
| * Primary Phone | 415-558-3417 Ext. Type work |
| * Secondary Phone | 415-558-3401 Ext. Type home |
| Optional Phone | Ext. Type Select |
| Fax | |
| * Email | mark.corso@sfgov.org |
| * 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 | Assistant Deputy Chief |
| Prefix | N/A |
| * First Name | Shane |
| Middle Initial | |
| * Last Name | Francisco |
| * Primary Phone | 415-558-3680 Ext. Type work |
| * Secondary Phone | 415-558-3400 Ext. Type home |
| Optional Phone | Ext. Type Select |
| Fax | |
| * Email | shane.francisco@sfgov.org |

| Alternate Contact 2 Information | |
|---------------------------------|-----------------------------|
| * Title | Deputy Chief |
| Prefix | N/A |
| * First Name | Raemona |
| Middle Initial | |
| * Last Name | Williams |
| * Primary Phone | 415-558-3411 Ext. Type work |
| * Secondary Phone | 415-558-3258 Ext. Type home |
| Optional Phone | Ext. Type Select |
| Fax | |
| * Email | raemona.williams@sfgov.org |

Applicant Information**EMW-2015-FP-00845**

Originally submitted on 05/06/2016 by Joanne Hayes-White (Userid: mariotrevino)

Contact Information:**Address: 698 Second Street****City: San Francisco****State: California****Zip: 94107****Day Phone: 4155583417****Evening Phone: 4155583417****Cell Phone: 4155583417****Email: mark.corso@sfgov.org****Application number is EMW-2015-FP-00845**

| | |
|---|--------------------------------------|
| * Organization Name | San Francisco Fire Department |
| * 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 |
| SAM.gov (System For Award Management) | |
| * What is the legal name of your Entity as it appears in SAM.gov? Note: This information must match your SAM.gov profile if your organization is using the DUNS number of your Jurisdiction. | San Francisco Fire Department |
| * What is the legal business address of your Entity as it appears in SAM.gov? Note: This information must match your SAM.gov profile if your organization is using the DUNS number of your Jurisdiction. | |
| * Mailing Address 1 | 698 Second Street |
| Mailing Address 2 | |
| * City | San Francisco |
| * State | California |
| * Zip | 94107 - 2015 Need help for ZIP+4? |
| * Employer Identification Number (i.e. 12-3456789) Note: This information must match your SAM.gov profile. | 94-6000417 |
| * 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"/> |

| | |
|--|---|
| <p>* What is your 9 digit <u>DUNS number</u>?</p> | <p>033428819 (call 1-866-705-5711 to get a DUNS number)</p> |
| <p>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 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 <u>DUNS number</u> and bank account separate from your Jurisdiction.</p> | |
| <p>* Is your <u>DUNS Number</u> registered in <u>SAM.gov</u> (System for Award Management previously CCR.gov)?</p> | <p>Yes</p> |
| <p>* I certify that my organization/entity is registered and active at <u>SAM.gov</u> 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 <u>SAM.gov</u> record.</p> | <p><input checked="" type="checkbox"/></p> |
| <p>* Please describe your organization and/or community that you serve</p> | <p>The San Francisco Fire Department is the Fire Department of the jurisdiction of San Francisco, both a City and a County. The mission of the San Francisco Fire Department is to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide a work environment that values health, wellness and cultural diversity and is free of harassment and discrimination. With an estimated population of 837,442 within approximately 47.5 square miles, the City and County of San Francisco is ranked the second most densely populated major city in the United States, yielding roughly 17,630 persons/square miles on its resident population alone. The population dramatically increases to 1.4 million on any given day with the influx of commuters and tourists. Within the SFFD's response area is an array of critical infrastructures including National monuments and famous landmarks, bridges, sports arenas, postal facilities, fuel tanks, water treatment facilities, educational, medical, research, financial, technological industries and home to over 30 international financial institutions. San Francisco is ranked one of the top seven Tier 1 Urban Area Cities and the Port of San Francisco is identified as a Group 1 Port at highest risk for terrorist attack. The SFFD's Firefighting and Emergency Medical personnel are part of the Metropolitan Medical Task Force (MMTF), Urban Search and Rescue (USAR) and Regional Taskforce (RTF) Response for Chemical Biological Radiological Nuclear Explosive (CBRNE). The SFFD, California's Emergency Management Agency (Cal-EMA) and surrounding 8 Bay Area Counties have developed the first Regional Disaster Response Plan for responding to a catastrophic man-made or natural disaster, such as a paralyzing major earthquake or pandemic. All SFFD's Firefighters are 100% compliant in NFPA 1001/1002 Standard. A number of</p> |

| | |
|--|--|
| | SFFD apparatus rank in the top ten in runs per year in the National Run Survey annually completed by Firehouse Magazine. The SFFD also provides first response aid to the San Francisco Presidio, a former U.S. Military base which consists of 1,480 acres with 800 commercial and residential buildings dating back to 1861, and mutual aid response to 8 surrounding Bay Area counties. The SFFD has been a contributor to the State of California Master Mutual Aid Agreement since its inception in 1950, providing mutual aid to 49 counties within the State of California, as well as parts of southern Oregon and western Nevada. The SFFD also provides water response mutual aid under the same Agreement to Alameda, San Mateo, Contra Costa, Marin, Solano and Sonoma counties. |
| * What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served? | 852469 |
| * 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 | 38005 |
| Headquarters or Main Station Physical Address | |
| * Physical Address 1 | 698 Second Street |
| Physical Address 2 | |
| * City | San Francisco |
| * State | California |
| * Zip | 94107 - 2015 |
| * Mailing Address 1 | 698 Second Street |
| Mailing Address 2 | |
| * City | San Francisco |
| * State | California |
| * Zip | 94107 - 2015 |
| 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 | 121000358 |
| * Your account number | 0066180050 |
| Applicant Budget | |
| * What is your department's operating budget (i.e., personnel, maintenance of apparatus, equipment, and facilities; utility costs; purchasing expendable items, etc.) for the current (at time of application) fiscal year and for the previous three fiscal years? Please indicate in the text box next to each of the budget figures what fiscal year that amount pertains to. | 357983048 Budget: 346149758 Fiscal Year: 2015 Budget: 331802835 Fiscal Year: 2014 Budget: 327044525 Fiscal Year: 2013 |
| * Financial Need: Why are you unable to fund this project without Federal assistance? How are the critical functions of your organization affected without this funding? Please provide the details of your current operating budget. Include information on efforts to obtain funding elsewhere and how similar projects have been funded in the past. | |

The San Francisco Fire Department (SFFD) is requesting much needed financial assistance to fund two projects related to Fire Prevention and Safety. Given the economic recession of a few years ago, the SFFD has found it extremely difficult to fund many needed projects. Even given the overall health of the San Francisco economy, the City's general fund has seen a large negative impact to its ability to fund City Departments and programs due to expenditure growth outpacing revenue growth. At the onset of the current budget process, the City of San Francisco was looking at a fiscal year with a projected shortfall of \$100 million for Fiscal Year 2016-17 and \$240 million for Fiscal Year 2017-18.

Given this fiscal environment, the SFFD has not been able to procure operating funds to implement (or, in some cases, restore). As the City of San Francisco attempts to grapple with increasing personnel and benefit costs, requests for increases for these projects remain challenging.

The SFFD's Fiscal Year 2015-16 Operating budget is approximately \$358 million, 75% of which is supported through the City's General Fund. The remaining 25% is funded through State sales tax revenue (13%), EMS Ambulance revenue (8%), Fire Prevention fees (3%), and other fees for services (1%). Of the SFFD's total operating budget, 92% is for personnel costs, including salaries, overtime, and fringe benefits. These personnel costs go to support Department mandatory minimum staffing requirements. That leaves the SFFD with 8% to cover all of the non-personnel costs for the Department.

During Fiscal Year 2016-17 budget process, the Department has been requested to reduce its general fund support by 1.5%. This was in addition to previous reductions over the past fiscal years. The Department is prepared for the potential of on-going mid-year cuts on the horizon in the current year, as the City experiences the fallout of sever funding issues at the State and Federal levels as well as the pension system.

The Department has requested funding for these projects in its annual operating budget request for the past few years, but has not been able to secure funding for them. Because these functions from Fire Prevention do not result in revenue for providing these services, it has been extremely difficult to secure funding for them, even though the Department considers them a high priority.

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:

If awarded, the Department will expend more than \$750,000 due to the fact that the Department has been allocated other firefighter grants in excess of the \$750,000 threshold. The Department has received a number of Federal awards that will be expended during its fiscal year. These funds predominately come in the form of Federal grants. The Department was allocated funding in the 2014 Assistance to Fire Fighters grant that will be expended in the fiscal year that exceeds the \$750,000 threshold alone. The Department was also the recipient of an 2014 SAFER grant. In addition, the Department has received a number of Homeland Security (UASI) grant awards as well as a Port Security grant award that will push the Department's Federal allocation past the threshold

Request Information

| |
|----------------------------|
| Program Name |
| Fire Prevention and Safety |

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 | \$ 1,363,485 |

Fire Prevention And Safety Projects

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 * is required.

| Fire Prevention and Safety | | | | | | | | |
|--|-------------------------------------|-----------------------------------|-------------------------------|--------------------------------------|------------------------------------|--------------------------------|------------------------------|------------------------------|
| Fire & Arson Investigation Project | | | | | | | Action | |
| Fire & Arson Investigation - Capabilities Information | | | | | | | View Details | |
| Project | | | | | | | Action | |
| Fire & Arson Investigation-Fire & Arson Investigation - SFFD Juvenile Firesetter Program | | | | | | | View Details | |
| 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. | | | | | | | | |
| The SFFD is requesting funds to implement a full time Investigator dedicated to the San Francisco Juvenile Firesetting Program, to include funds for pamphlets, brochures, DVDs and audio/visual equipment for presentations to youths and their families. The goal of the Juvenile Fire Setter Investigator is to identify child fire setters and provide appropriate help to them and their families. The objective is to re-establish a Juvenile Fire Setter (JFS) Program that has been reduced in scope due to the economic downturn of previous years. Currently, we have a youth population that is not being addressed appropriately, as the SFFD cannot staff a dedicated Juvenile Fire Setter Investigator to administer the program and ensure that every fire is investigated for the involvement of children under the age of 18 years old. The work of the JFS Investigator in getting juveniles the appropriate help is a key component in intervention that is needed to make the community safer. | | | | | | | | |
| 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. Outreach and Educational Materials | 1 | \$ 15,000 | \$ 15,000 | 1 | \$ 5,000 | \$ 5,000 | \$ 20,000 | View Details |
| 2. Salary Costs for one Invstigator | 1 | \$ 149,623 | \$ 149,623 | 1 | \$ 152,616 | \$ 152,616 | \$ 302,239 | View Details |
| 3. Fringe Benefit costs for one Investigator | 1 | \$ 45,941 | \$ 45,941 | 1 | \$ 49,115 | \$ 49,115 | \$ 95,056 | View Details |
| 4. Presentation Equipment | 1 | \$ 10,000 | \$ 10,000 | 0 | \$ 0 | \$ 0 | \$ 10,000 | View Details |
| Total | | | \$ 220,564 | | | \$ 206,731 | \$ 427,295 | |
| Fire & Arson Investigation-Fire & Arson Investigation 2 - Arson Invstigation Equipment | | | | | | | View Details | |

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.

The San Francisco Fire Department (SFFD) is requesting funds to purchase much needed fire investigation equipment. The goal of the Bureau of Fire Investigation Arson Task Force is to investigate every fire, and to do so more efficiently, accurately and in a manner that is safer for the investigators. The acquisition and utilization of 3D documentation equipment and software, accelerant detection equipment, and air monitoring instruments will significantly help the BFI accomplish our goal.

| 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. Air Monitors | 5 | \$ 2,400 | \$ 12,000 | 0 | \$ 0 | \$ 0 | \$ 12,000 | View Details |
| 2. Accelerant Detectors | 2 | \$ 1,800 | \$ 3,600 | 0 | \$ 0 | \$ 0 | \$ 3,600 | View Details |
| 3. 3-D modelling equipment and software | 1 | \$ 126,000 | \$ 126,000 | 0 | \$ 0 | \$ 0 | \$ 126,000 | View Details |
| Total | | | \$ 141,600 | | | \$ 0 | \$ 141,600 | |

| | | | | | | | |
|--|--|--|--|--|--|--|------------------------------|
| Code Enforcement/Awareness Project | | | | | | | Action |
| Code Enforcement/Awareness - Capabilities Information | | | | | | | View Details |
| Project | | | | | | | Action |
| Code Enforcement/Awareness-Code Enforcement/Awareness - Code Compliance Inspectors | | | | | | | View Details |

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.

The SFFD is requesting FP&S Grant funding to hire two Code Compliance Fire Inspectors to enforce recently passed local legislation that will take effect in June of 2016. The SFFD's Bureau of Fire Prevention currently issues two citations, a "Notice of Correction" (NOC) and a "Notice of Violation" (NOV). A NOC is issued once, then an NOV is issued, which brings a dollar amount fine. The new ordinance that will go into effect in June 2016 will require a NOV to be issued immediately, bypassing the NOCs. This change is expected to exponentially increase the number of NOVs, which requires valuable time of the regular district fire inspector to address for follow-up. The goal of the Code Compliance Inspectors will be to conduct re-inspections and follow-up of NOVs to ensure code compliance and enforcement. Their objectives are to free up the regular district inspector for normal duties and to solely focus on re-inspections and conduct follow-up when NOV's are issued.

| 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. Salary Costs for two Inspectors | 2 | \$ 149,623 | \$ 299,246 | 2 | \$ 152,616 | \$ 305,232 | \$ 604,478 | View Details |
| 2. Fringe Benefit costs for two Inspectors | 2 | \$ 45,941 | \$ 91,882 | 2 | \$ 49,115 | \$ 98,230 | \$ 190,112 | View Details |
| Total | | | \$ 391,128 | | | \$ 403,462 | \$ 794,590 | |

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) | SFFD Juvenile Firesetter Program |
| *2. Who is the target audience for the planned project? | Other: Children under 18 |
| *3. What is your estimated size of the target audience? | 10000 |
| *4. How was this target audience determined? | Informal Assessment |
| If none of the above, briefly describe the method used to determine target audience | |
| <p>The Juvenile Fire setters Program, is deigned to identify and provide intervention to children under the age of 18 yrs. Old. Through 2013 Department of Justice Statistics, we know that 50% of all incendiary fires involve a juvenile and that 58% of serial arsonists have set fires before the age of 18. This is a behavior that is progressive and escalates over time.</p> <p>The San Francisco Unified School District educates 57,000 students per year and operates the following:</p> <ul style="list-style-type: none"> - 64 elementary schools - 8 alternatively configured schools - 13 middle schools - 19 high schools - 16 transitional kindergarten schools - 13 active charter schools <p>Additionally, the Arch Diocese of San Francisco operates 28 elementary schools and 8 high schools in the City and County of San Francisco.</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>The SFFD is requesting funds to implement a full time Investigator dedicated to the San Francisco Juvenile Firesetting Program, to include funds for pamphlets, brochures, DVDs and audio/visual equipment for presentations to youths and their families. The goal of the Juvenile Fire Setter Investigator is to identify child fire setters and provide appropriate help to them and their families. The objective is to re-establish a Juvenile Fire Setter (JFS) Program that has been reduced in scope due to the economic downturn of previous years. Currently, we have a youth population that is not being addressed appropriately, as the SFFD cannot staff a dedicated Juvenile Fire Setter Investigator to administer the program and ensure that every fire is investigated for the involvement of children under the age of 18 years old. The work of the JFS Investigator in getting juveniles the appropriate help is a key component in intervention that is needed to make the community safer.</p> | |
| * 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. | |
| <p>By funding a dedicated Investigator for the JFS Program, this investigator will be able to focus solely on JFS Program and every fire can be evaluated for JFS behavior and characteristics. This position can consistently follow-up with juvenile cases, their families, community partners and the Juvenile Justice System to ensure that the identified</p> | |

children receive the appropriate help. If we can make a reduction in the number fires involving juveniles, we reduce harm to the community, we reduce the number of fires, and we reduce the number of investigations that our other investigators are currently overburdened with. We will be able to fully investigate every fire involving a juvenile which will assist all of our investigators in conducting more thorough and efficient investigations. Currently, each investigator conducts approximately 45 investigations each, per year, leaving little time to give the JFS Program the attention that is needed for this serious and significant issue.

* 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.

The SFFD Bureau of Fire Investigation/Arson Task Force is made up of nine SFFD Investigators (2 Investigators on a 24 hr. shift per day) and 2 supervisors, one Lieutenant and one Captain, who both work a "days" schedule. The San Francisco Police Department (SFPD) supplies two detectives on a "days" schedule to make up the Task Force. The SFPD detectives handle the arson/criminal aspects of the investigation, while the SFFD Investigators handle the cause and origin determination. However, all of our Investigators are qualified Peace Officers, carry a firearm, and have arrest powers. The entire Task Force operates out of "old" Station 30, a dedicated facility for the Task Force. The BFI Unit will conduct over 400 investigations per year, which is about 45 investigations per investigator each year. In 2015, the BFI Unit made 60 prosecutions, with 57 of those "Held to Answer". The BFI remains very busy and has not been able to get back to full staffing since the economic downturn.

* Explain your jurisdiction's training requirements for fire investigation personnel.

All SFFD Investigators are trained to the California State Fire Marshal Standards for Level 1 Fire Investigator. This includes: Fire Investigation 1A, 1B and Penal Code 832 (Police Officer Standards and Training for Peace Officer). In addition, the SFFD has internal requirement that you must have responded to at least 100 documented fires as a firefighter to apply for an investigator position. In 2015, all nine investigators completed the National Fire Academy's Level 1 Juvenile Firesetter Program. Seven of those nine have now completed Level 2 of that program. Despite this, we are not able to dedicate an investigator to the Juvenile Firesetter Program due to the heavy workload of the unit.

* How will the items you are requesting enhance your fire and arson investigation efforts?

A dedicated fire investigator to administer the Juvenile Firesetters Program will enhance the BFI Unit's investigative efforts in many ways. A dedicated investigator will be able to investigate every fire and focus on and identify children with firesetter behavior and characteristics and get the help that the juvenile needs to address the behavior. This position will be able to consistently provide education, conduct follow-up and work with community partners, SFPD School Resource Officers, Child Protective Services, Youth Guidance Center (Juvenile Justice System), Firesetter Behavior Specialist (counselors) and Parents/families to address juvenile firesetter behavior. This position can also heighten awareness to field suppression units by providing trends and ongoing training.

* 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:

The San Francisco Fire Department (SFFD) has been fortunate to have been awarded numerous grant awards, including prior year Assistance to Firefighters Grants (AFG) and Fire Prevention and Safety (FP&S) Grants. The SFFD has experience completing its AFG and FP&S grants, both from an operational perspective (scope of project, implementation) but also from an administrative perspective (procurement, expenditure tracking, reimbursement, audits).

There are two successful FP&S programs that show the SFFD's experience with similar projects. In 2002, due to the passage of a local sprinkler ordinance for Single Room Occupancies (SRO's), the Bureau of Fire Prevention partnered with local community groups where there is a high number of SRO buildings to develop and establish the SRO Collaborative Project, which continues to this day. This program provides community outreach by conducting 60 minute presentations on fire safety to building occupants and allows the building owner to be hand-held through a fire inspection walk-through. The second program, the Senior Home Safety Program, was established in 2006. This program partnered with the Kidde Corporation, the Alisa Ann Ruch Burn Foundation and local senior citizen groups to provide community education on fire and fall prevention to senior citizens and the installation of free smoke detectors in senior homes. In that year, 112 presentations were conducted and 1500 smoke detectors were installed.

As such, the Department feels confident it can support the demands of this project if it were to be awarded. This project seeks to reactivate a program that the SFFD once had and has experience with, but is in need of funds to kick-start the program.

*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 FY2015 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.**

The specific population at risk that this project addresses are children under the age of 18 that set fires intentionally or unintentionally. San Francisco experienced 30 commercial and 69 residential fires in 2015, 26 of those were greater alarm fires. The total property loss was over \$26 million and the estimated contents loss was \$10.6 million. According to the Department of Justice (DOJ) national statistics from 2013, approximately 50% of incendiary fires are related to juvenile fire setters. The JFS Program has the serious ability to reduce the number fires, fire deaths, property loss and contents loss. This youth population puts themselves, their families and/or neighbors at risk with fire setter behavior, whether intentional or unintentional (fire play or experimental). Youth fire setter behavior is progressive and escalates over time. The DOJ reports that 58% of serial arsonists have set fires before the age of 18. However, by intervening and addressing this youth population, the greater community is also served as beneficiaries of a reduced number of fires. A dedicated juvenile fire investigator can help reduce youth-set fires by putting effort into a youth fire setter by identifying behavior and providing intervention, education and role modeling to effect change. According to a U.S. Fire Administration Investigation Unit Technical Assistance Project for the SFFD, three recommendations were made: 1) given the high rate of juvenile related fires, the SFFD should establish a formal impact measurement system to track mid & long range success of a juvenile intervention program, 2) a structured system should be put in place that coordinates statistical data between the SFFD and the Community Mental Health/Comprehensive Child Crisis Service (CMH/CCCS), 3) The SFFD should fully recognize the JFS problem and dedicate more personnel and resources to establish a firesetter program that is recognized in Juvenile Court as an alternative intervention. It's this last recommendation that the SFFD has been challenged with in recent years due budget and personnel cuts.

The SFFD already has partnerships in place with CMH/CCCS, SF Police Department, SF Unified School District, community churches, parents and the Juvenile Probation Department, but we have been unable to staff a dedicated JFS Investigator that can concentrate on this vulnerable population. Training fellow investigators in JFS behaviors, community partners and identified youths can be challenging given the regular workload of the Investigations unit. Therefore, we need a dedicated investigator to handle this serious and significant issue.

The City of San Francisco covers 49 square miles and has an estimated population of 864,816 residents with a density of 18,451 people per square mile, and 13.3% of those residents live below the poverty line. 67% of the approximately 380,971 homes in the City are multi-unit structures, and with 14,000 Victorian homes, much of the City's housing stock is old and primarily made of wood construction, 50% of which were built prior to 1940. The SFFD has experienced a rash of occupied residential fires with fire-related fatalities in lower income served areas. Presently, the rental market in San Francisco is more expensive than New York, which is causing a density issue with housing, especially in low income areas where housing zoned for singular person living is populated by entire families. In this current trend, spaces are being used for sleeping areas that were not designed for this function, such as kitchens, closets, etc. This "condensed living" is seen primarily in the Mission, Bayview, Western Addition, Chinatown and Tenderloin areas of San Francisco. In 2015, San Francisco had 69 residential fires resulting in 5 fire-related deaths.

***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?**

The Juvenile Fire Setter Investigator will work normal business hours versus the standard 24 hour shift of regular investigator. This allows the JFS Investigator to work with the other public safety partners involved with the JFS Program, such as schools and professional Juvenile Fire Setter Specialists. To implement this project, it is necessary to use a "Systems" approach, where each public service partner understands their role in the system. The goal is to get juvenile fire setters into the Juvenile Justice System so that the appropriate resources can be leveraged to address fire setter behaviors. The first part of the intervention process is for Fire and Law Enforcement to investigate, identify and refer juveniles to the system. Schools identify learning problems, while the Juvenile Justice System holds the youth accountable by mandating intervention. The Mental

Budget Item

| | |
|---|--|
| * Item | Outreach and Educational Materials |
| * Select Object Class | Supplies |
| 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 | \$ 15000 (Whole dollar amounts only) |
| Total for First Twelve Months: | \$ 15000 |
| Second Twelve Months: | |
| Number of units second twelve months | 1 (Whole number only) |
| Cost per unit second twelve months | \$ 5000 (Whole dollar amounts only) |
| Total for Second Twelve Months: | \$ 5000 |
| * Description | Pamphlets, brochures, DVD's and other fire safety and education materials to be made available for schools, churches, recreation centers and youth organizations |
| <p>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> | |

Budget Item

| | |
|---|--|
| * Item | Salary Costs for one Investigator |
| * Select Object Class | Personnel |
| 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 | \$ 149623 (Whole dollar amounts only) |
| Total for First Twelve Months: | \$ 149623 |
| Second Twelve Months: | |
| Number of units second twelve months | 1 (Whole number only) |
| Cost per unit second twelve months | \$ 152616 (Whole dollar amounts only) |
| Total for Second Twelve Months: | \$ 152616 |
| * Description | This is the salary cost for one investigator that the Department is requesting that is needed to implement this program. |
| <p>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> | |

Budget Item

| | |
|-----------------------|------------------------|
| * Item | Presentation Equipment |
| * Select Object Class | Supplies |

| | |
|---|---|
| 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 | \$ 10000 (Whole dollar amounts only) |
| Total for First Twelve Months: | \$ 10000 |
| 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 |
| * 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. | This item covers the cost of a laptop and projector for this program to provide presentations to the community as well as juveniles and their families. |

Budget Item

| | |
|---|---|
| * Item | Fringe Benefit costs for one Investigator |
| * Select Object Class | Fringe Benefits |
| 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 | \$ 45941 (Whole dollar amounts only) |
| Total for First Twelve Months: | \$ 45941 |
| Second Twelve Months: | |
| Number of units second twelve months | 1 (Whole number only) |
| Cost per unit second twelve months | \$ 49115 (Whole dollar amounts only) |
| Total for Second Twelve Months: | \$ 49115 |
| * 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. | This is the fringe benefit cost associated with the staffing of one investigator to implement this program. |

View Project

| | |
|--|-------------------------------|
| Fire & Arson Investigation Project Information | |
| 1. * Project | Fire & Arson Investigation 2 |
| *If you are submitting more than one Fire & Arson Investigation project, please provide a project title (i.e.: commercial inspections, update code books, etc) | Arson Investigation Equipment |

| | |
|---|--|
| *2. Who is the target audience for the planned project? | Other: Investigators, All residents |
| *3. What is your estimated size of the target audience? | 850000 |
| *4. How was this target audience determined? | Informal Assessment |
| If none of the above, briefly describe the method used to determine target audience | |
| This project will provide our investigators the tools to improve their abilities to investigate fires, both from an reporting and investigation standpoint (improved documentation, better detection equipment), but also by providing improved air monitoring at scenes for the investigators themselves. The target audience for this project is the investigators themselves, as well as the people impacted by the fires that they investigate (approximately 500 a year) | |
| * 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. | |
| The San Francisco Fire Department (SFFD) is requesting funds to purchase much needed fire investigation equipment. The goal of the Bureau of Fire Investigation Arson Task Force is to investigate every fire, and to do so more efficiently, accurately and in a manner that is safer for the investigators. The acquisition and utilization of 3D documentation equipment and software, accelerant detection equipment, and air monitoring instruments will significantly help the BFI accomplish our goal. | |
| * 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. | |
| Currently, due to time constraints, the BFI must triage fire investigations. The BFI will investigate every fire, but some fires will only get a field report instead of a full investigation. A field report is a collection of statistics of the fire and does not really address the evidence and/or facts of the investigation. Documenting a fire scene's floor plans and site plans is a tedious and time consuming task. This equipment will significantly reduce the on-scene time while maximizing efficiency, accuracy and the quality of the investigation. In instances where a fire would only receive a field report, we will be able to turn that field report into a full investigation. The time savings will allow us to fully investigate more fires and do a better job by documenting the scene quickly and more accurately. The equipment in this proposal will streamline the investigative process, provide for investigator safety, and help us meet our goal of investigating all fires. | |
| * 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. | |
| The SFFD Bureau of Fire Investigation/Arson Task Force is made up of nine SFFD Investigators (2 Investigators on a 24 hr. shift per day) and 2 supervisors, one Lieutenant and one Captain, who both work a "days" schedule. The San Francisco Police Department (SFPD) supplies two detectives on a "days" schedule to make up the Task Force. The SFPD detectives handle the arson/criminal aspects of the investigation, while the SFFD Investigators handle the cause and origin determination. However, all of our Investigators are qualified Peace Officers, carry a firearm, and have arrest powers. The entire Task Force operates out of "old" Station 30, a dedicated facility for the Task Force. The BFI Unit will conduct over 400 investigations per year, which is about 45 investigations per investigator each year. In 2015, the BFI Unit made 60 prosecutions, with 57 of those "Held to Answer". The BFI remains very busy and has not been able to get back to full staffing since the economic downturn. | |
| * Explain your jurisdiction's training requirements for fire investigation personnel. | |

All SFFD Investigators are trained to the California State Fire Marshal Standards for Level 1 Fire Investigator. This includes: Fire Investigation 1A, 1B and Penal Code 832 (Police Officer Standards and Training for Peace Officer). In addition, the SFFD has internal requirement that you must have responded to at least 100 documented fires as a firefighter to apply for an investigator position. In 2015, all nine investigators completed the National Fire Academy's Level 1 Juvenile Firesetter Program. Seven of those nine have now completed Level 2 of that program. Despite this, we are not able to dedicate an investigator to the Juvenile Firesetter Program due to the heavy workload of the unit.

* How will the items you are requesting enhance your fire and arson investigation efforts?

This project will allow investigators to more efficiently complete their investigations, improving the documentation for reports as well as allowing investigators to allocate their time resources more appropriately. This project will help streamline the report process. In addition, there are numerous health and safety benefits from the air monitoring equipment.

* 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:

The Department has been fortunate to have had the opportunity to be awarded several grant awards, including prior year Assistance to Firefighters Grants (AFG) as well as a Fire Prevention and Safety (FP&S) Grant. The Department has experience completing its AFG and FP&S grants, both from an operational perspective (scope of project, implementation) but also from an administrative perspective (procurement, expenditure tracking, reimbursement, audits). As such, the Department feels confident that it can support the demands of this project if it were to be awarded.

*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 FY2015 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.**

The City of San Francisco covers 49 square miles and has an estimated population of 864,816 residents with a density of 18,451 people per square mile, and 13.3% of those residents live below the poverty line. 67% of the approximately 380,971 homes in the City are multi-unit structures, and with 14,000 Victorian homes, much of the City's housing stock is old and primarily made of wood construction, 50% of which were built prior to 1940. The SFFD has experienced a rash of occupied residential fires with fire-related fatalities in lower income served areas. Presently, the rental market in San Francisco is more expensive than New York, which is causing a density issue with housing, especially in low income areas where housing zoned for singular person living is populated by entire families. In this current trend, spaces are being used for sleeping areas that were not designed for this function, such as kitchens, closets, etc. This "condensed living" is seen primarily in the Mission, Bayview, Western Addition, Chinatown and Tenderloin areas of San Francisco. In 2015, San Francisco had 69 residential fires resulting in 5 fire-related deaths.

Fire investigations require time consuming scene documentation of floor plans and site plans of outdoor areas. Presently, this is accomplished by hand drawings and simple drawing software that require hours inside a fire building taking measurements and memorializing the position and location of items at the fire scene. These drawings are not to scale in most instances and only provide basic reference data. Implementing high definition 3D documentation equipment and software will give us the ability to provide more detailed and exact data when documenting the fire scene, while spending less time doing so. This allows us not only to investigate every fire more efficiently, but it provides the necessary supporting documentation needed to close cases and prosecute deliberately set fires. Investigators will have the ability to revisit the fire scene through 3D renderings that represent an accurate representation of the fire scene to within a millimeter. This time savings will also reduce our investigators exposure to toxins and otherwise hazardous environments by as much as 75% and allow more fires to be investigated.

Accelerant detectors for ignitable liquids (as defined by NFPA 921) are another piece of technology that can save the investigator time. Normally, samples are sent to a crime lab for analysis, which can take valuable time, slowing an investigation while the investigators wait for results to move the investigation forward. This technology can provide instant data allowing the investigators to move forward with the investigative process. Currently, Northern California does not have a working certified accelerant canine team available. Instead, BFI must request assistance from Southern California which can take days or weeks before the canine team is able to travel based on schedules and priorities. An accelerant detector can save time and provide valid and accurate results in determining fire cause and origin while helping us reach our goal of investigating every fire.

The BFI has experienced a high cancer rate within the unit. The BFI does not currently have air monitoring instruments and they are frequently on the scene by themselves long after suppression units have left. Air monitoring instruments such as "5 gas" meters with Photo Ionization Detectors (PID) would assist the unit in identifying and measuring hazardous atmospheres during their investigations and thereby reducing exposures to carcinogenic materials. These meters are able to detect trace amounts of volatile organic compounds, lower explosive limits, carbon monoxide, hydrogen sulfide, hydrogen cyanide, oxygen and other hazardous gases.

Any enhancements to our investigative efforts, such as accelerant detection and air monitoring instruments and the implementation and utilization of 3D documentation equipment and software will provide a more efficient and time

Budget Item

| | |
|--|--|
| * Item | Air Monitors |
| * Select Object Class | Supplies |
| If you selected other above, please specify | |
| First Twelve Months: | |
| Number of units, first twelve months | 5 (Whole number only) |
| Cost per unit, first twelve months | \$ 2400 (Whole dollar amounts only) |
| Total for First Twelve Months: | \$ 12000 |
| 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 |
| * 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. | This item represents the cost for five Air Monitors (5 gas with PID) per the project narrative, including calibration kit. |

Budget Item

| | |
|--|---|
| * Item | Accelerant Detectors |
| * Select Object Class | Supplies |
| If you selected other above, please specify | |
| First Twelve Months: | |
| Number of units, first twelve months | 2 (Whole number only) |
| Cost per unit, first twelve months | \$ 1800 (Whole dollar amounts only) |
| Total for First Twelve Months: | \$ 3600 |
| 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 |
| * 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 cost of two accelerant detectors for the investigations unit to assist with investigations. |

Budget Item

| | |
|-----------------------|--------------------------------------|
| * Item | 3-D modelling equipment and software |
| * 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 | \$ 126000 (Whole dollar amounts only) |
| Total for First Twelve Months: | \$ 126000 |
| 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 |
| * 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. | This cost will support the hardware and software for the unit's requested 3D modeling system, used for developing diagrams and models of scenes for the investigation report. Per description in project narrative. |

Code Enforcement/Awareness Project(s)

View Project

| Code Enforcement/Awareness Project Information | |
|--|---|
| 1. * Project | Code Enforcement/Awareness |
| *If you are submitting more than one Code Enforcement/Awareness project, please provide a project title (i.e.: commercial inspections, update code books, etc) | Code Compliance Inspectors |
| *2. Who is the target audience for the planned project? | Other: Businesses, Building and Property Owners |
| *3. What is your estimated size of the target audience? | 250000 |
| *4. How was this target audience determined? | None of the above |
| If none of the above, briefly describe the method used to determine target audience | |
| The target audience will be all businesses, business owners, building and property owners that operate commercial businesses or multiple family dwellings (apartment and condominium buildings) that are responsible for fire code compliance. The audience is determined by the authority that the Fire Department has to conduct fire inspections based on occupancy type. For example, the FD does not perform fire inspections of single family residences, but apartment buildings must adhere to fire codes, and these buildings will be inspected annually. | |
| * 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. | |

The SFFD is requesting FP&S Grant funding to hire two Code Compliance Fire Inspectors to enforce recently passed local legislation that will take effect in June of 2016. The SFFD's Bureau of Fire Prevention currently issues two citations, a "Notice of Correction" (NOC) and a "Notice of Violation" (NOV). A NOC is issued once, then an NOV is issued, which brings a dollar amount fine. The new ordinance that will go into effect in June 2016 will require a NOV to be issued immediately, bypassing the NOCs. This change is expected to exponentially increase the number of NOVs, which requires valuable time of the regular district fire inspector to address for follow-up. The goal of the Code Compliance Inspectors will be to conduct re-inspections and follow-up of NOVs to ensure code compliance and enforcement. Their objectives are to free up the regular district inspector for normal duties and to solely focus on re-inspections and conduct follow-up when NOV's are issued.

* Is this project focusing on first time code adoption and code enforcement or reinstatement of code adoption and code enforcement?

Yes

If Yes, this project is focusing on first time code adoption/code enforcement or reinstatement of code adoption/code enforcement, please explain how.

This project addresses a code change by recently passed legislation that will go into effect in June 2016:

San Francisco Fire Code Section 109.4 (excerpt) "When the fire code official finds a building, occupancy, premises, system, or vehicle or any portion thereof, that is in violation of this code, the fire code official shall, within 15 days, prepare a written Notice of Violation, and, where applicable, require correction of the violation. The Notice of Violation shall also set forth the penalties, fees, and costs for the violation. ... When correction is not immediate, the Notice of Violation shall specify a time for compliance and re-inspection. ..."

In 2015 there were 2,468 complaints and issued 212 NOVs. This code change will turn Notice of Corrections into NOVs. NOVs may increase by 900% and each NOV requires a time consuming re-inspection. The two Code Compliance Inspectors will focus solely on these NOVs and the follow-up that is required to enforce this code change.

* 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:

The San Francisco Fire Department (SFFD) has been fortunate to have been awarded numerous grant awards, including prior year Assistance to Firefighters Grants (AFG) and Fire Prevention and Safety (FP&S) Grants. The SFFD has experience completing its AFG/FP&S grants, both from an operational perspective (scope of project, implementation) but also from an administrative perspective (procurement, expenditure tracking, reimbursement, audits). The SFFD is confident it can support the demands of this project if it were to be awarded.

There are two successful FP&S programs that show the SFFD's experience with similar projects. In 2002, due to the passage of a local sprinkler ordinance for Single Room Occupancies (SRO's), the Bureau of Fire Prevention partnered with local community groups where there is a high number of SRO buildings to develop and establish the SRO Collaborative Project, which continues to this day. This program provides community outreach by conducting 60 minute presentations on fire safety to building occupants and allows the building owner to be hand-held through a fire inspection walk-through. This walk-through builds a relationship where we can work with the community to achieve code compliance and enforcement without resulting in punitive measures for compliance. By developing this collaborative, a good impact was made by achieving a higher level of code compliance and ultimately, making buildings safer for occupants.

The second program, the Senior Home Safety Program, was established in 2006. This program partnered with the Kidde Corporation, the Alisa Ann Ruch Burn Foundation and local senior citizen groups to provide community education on fire and fall prevention to senior citizens and the installation of free smoke detectors in senior homes. In that year, 112 presentations were conducted and 1500 smoke detectors were installed. Unfortunately, with the economic downturn, the SFFD lost the program due to budget and personnel cutbacks.

*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 FY2015 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.**

The vulnerability to be addressed with this project is the BFP's challenge to address an anticipated major increase in Notice of Violations (NOVs), which delays actual identification and compliance of newly passed local ordinances and codes by building/property owners, resulting in decreased safety for the building occupants. The BFP will currently issue a NOC before a NOV is issued and a fine is imposed. The BFP does this so we do not force a financial burden on a hard working business; we want to "work together" with our community to achieve fire safety. However, NOVs are issued for immediate life safety issues, such as: exiting requirements, faulty sprinkler systems, and malfunctioning fire alarm systems.

In 2015, the BFP conducted 15,935 inspections and reviewed/approved 13,209 building plans. On top of the regular inspections, the BFP received 2,468 complaints, approximately 500 of those concluded with no-merit. The regular inspections and remaining complaints will produce approximately 212 NOVs. The newly passed legislation is expected to increase the NOVs by 800%. NOVs require time consuming follow-up and re-inspections to ensure code compliance, and the BFP simply does not have the resources to support the enforcement of this newly passed ordinance which will take effect in June of 2016. Therefore the BFP tries to NOT issue NOVs because we simply cannot support the time consuming workload to conduct the follow-up that NOVs demand.

Since 2010, San Francisco has been experiencing a construction boom with a population increase of 6% (864,816 current residents; 1.5 million with daily commuters) and run volume increase of 12.6% (135,062 in 2015). The San Francisco Planning Department's "pipeline" has a planned increase of 50,700 net residential units and 18.7 million square feet of new commercial space. There are currently 26 high rise projects underway to add to the 701 current high rises in the city. San Francisco has a large amount of special events every year and the BFP issued 4,378 fire permits in 2015. Even though the BFP is staffed with 57 total fire prevention personnel, they are extremely busy and still find themselves falling behind with an increasing workload and unable to address all aspects of fire prevention duties. The new legislation will add an insurmountable code enforcement workload. With the expected 800% increase in NOV's and the insufficient staff to conduct code enforcement, businesses and property owners will not be held accountable in a timely manner, which produces a safety vulnerability for building occupants. If awarded the funds to hire two Code Compliance Inspectors to focus on NOV's, the SFFD's BFP will be able to take steps in addressing the upcoming workload increase.

***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?**

The goal of this project is to timely address the increase in the number of Notice of Violations that will be issued due to new local legislation. Their objective is to focus solely on follow-up and re-inspections of NOVs to achieve code compliance and to ensure fire safety for building occupants.

The BFP works closely as a partner with the San Francisco Department of Building Inspections (building engineers) to collaborate on building and remodeling plan check/review and to develop local codes and ordinances.

The Code Compliance Inspectors will work a standard 10 hours per day, 4 days a week shift schedule, the same for regular fire inspectors. These two inspectors will have different days off to ensure that at least one Code Compliance Inspector is on duty each business day and three days a week, both inspectors will be working together. Conservatively, each inspector could conduct 6-8 re-inspections per day, which would be 24 per week and 96 per month or approximately 1,200 per year, per inspector. This project has ability to make a very big difference in the enforcement of a new ordinance/code, and will allow regular inspectors to dedicate more time to their regular fire prevention and safety duties.

Budget Item

| | |
|--|---|
| * Item | Salary Costs for two Inspectors |
| * Select Object Class | Personnel |
| If you selected other above, please specify | |
| First Twelve Months: | |
| Number of units, first twelve months | 2 (Whole number only) |
| Cost per unit, first twelve months | \$ 149623 (Whole dollar amounts only) |
| Total for First Twelve Months: | \$ 299246 |
| Second Twelve Months: | |
| Number of units second twelve months | 2 (Whole number only) |
| Cost per unit second twelve months | \$ 152616 (Whole dollar amounts only) |
| Total for Second Twelve Months: | \$ 305232 |
| * Description | This is the salary costs related to the staffing of two additional H-4 Inspectors for our Fire Prevention Bureau to implement this project. All rates are based on the employees' respective MOU. |
| 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. | |

Budget Item

| | |
|--|---|
| * Item | Fringe Benefit costs for two Inspectors |
| * Select Object Class | Fringe Benefits |
| If you selected other above, please specify | |
| First Twelve Months: | |
| Number of units, first twelve months | 2 (Whole number only) |
| Cost per unit, first twelve months | \$ 45941 (Whole dollar amounts only) |
| Total for First Twelve Months: | \$ 91882 |
| Second Twelve Months: | |
| Number of units second twelve months | 2 (Whole number only) |
| Cost per unit second twelve months | \$ 49115 (Whole dollar amounts only) |
| Total for Second Twelve Months: | \$ 98230 |
| * Description | These are the fringe benefit costs associated with two Fire Inspector positions for the Bureau of Fire Prevention that are needed to implement this program if awarded. |
| 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. | |

Research And Development Projects

Budget

| Budget Object Class | | | |
|---------------------|-----------------------|------------------------|------------------|
| Budget Amount | First 12-Month Period | Second 12-Month Period | Total |
| Personnel | 448,869 | 457,848 | 906,717 |
| Benefits | 137,823 | 147,345 | 285,168 |
| Travel | 0 | 0 | 0 |
| Equipment | 126,000 | 0 | 126,000 |
| Supplies | 40,600 | 5,000 | 45,600 |
| Contractual | 0 | 0 | 0 |
| Construction | 0 | 0 | 0 |
| Other | 0 | 0 | 0 |
| Indirect Charges | 0 | 0 | 0 |
| Total | 753,292 | 610,193 | 1,363,485 |

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 | |
| Total Federal and Applicant Share | |
| Federal Share | \$ 1,298,558 |
| Applicant Share (Cash OR In-Kind) | \$ 64,927 |
| Applicant Share of Award (%) | 5 |

* Non-Federal Resources (The combined Non-Federal Resources must equal the Applicant Share of \$ 64,927)

| | |
|---|---------------------|
| a. Applicant | \$ 64,927 |
| 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. | |
| Total Budget | \$ 1,363,485 |

Narrative Statement

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

Assurances and Certifications

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 **Mark Corso** on **05/06/2016**

Form 20-16C

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 |
|--------|------|-------|-----|--------|
|--------|------|-------|-----|--------|

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 **Mark Corso** on **05/06/2016**

FEMA Standard Form LLL

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

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 | Complete |
| Overview | Complete |
| Contact Information | Complete |
| Applicant Information | Complete |
| Request Information | Complete |
| Request Details | Complete |
| Budget | Complete |
| Narrative Statement | Complete |
| Assurances and Certifications | Complete |

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 * are required.

I, Mark Corso, am hereby providing my signature for this application as of 06-May-2016.