

File No. 201428

Committee Item No. 7

Board Item No. 15

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date February 3, 2021

Board of Supervisors Meeting

Date February 9, 2021

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form                            |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 126 – Ethics Commission                 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter                                 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

#### OTHER (Use back side if additional space is needed)

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Completed by: Linda Wong

Date January 29, 2021

Completed by: Linda Wong

Date February 5, 2021

1 [Accept and Expend Grant - Retroactive - Federal Emergency Management Agency - Hiring of  
2 New Firefighters - \$13,760,604]

3 **Resolution retroactively authorizing the Fire Department to accept and expend a grant**  
4 **in the amount of \$13,760,604 from the Federal Emergency Management Agency to hire**  
5 **thirty-six new firefighters for the performance period of February 8, 2021, through**  
6 **March 9, 2024, and waiving indirect costs.**

7  
8 WHEREAS, The Fire Department (SFFD) responds to over 150,000 incidents each  
9 year, including fires, vehicle accidents, and medical and other emergencies; and

10 WHEREAS, Having sufficient numbers of operational personnel in order to  
11 respond to these incidents is of high priority for the SFFD; and,

12 WHEREAS, As part of recent reductions in the last budget cycle, the Department had  
13 funding for additional H-2 Firefighter academies to hire new recruits removed from its Fiscal  
14 Year 2020-21 and Fiscal Year 2021-22 budget; and,

15 WHEREAS, As a result of these reductions, the SFFD would not be able to replace all  
16 of its members lost due to retirement, attrition or separation over the next few years and  
17 would need to increase its reliance on overtime to meet mandatory minimum daily staffing  
18 levels; and,

19 WHEREAS, The SFFD applied for a 2019 Federal Emergency Management Agency  
20 (FEMA) Staffing for Adequate Fire and Emergency Response (SAFER) grant; and,

21 WHEREAS, The goal of the SAFER grant program is to enhance Fire Departments'  
22 abilities to comply with staffing, response and operational standards; and,

23 WHEREAS, In September 2020, the SFFD was awarded a SAFER grant in the amount  
24 of \$13,760,604 to hire 36 new firefighters; and,

25

1           WHEREAS, The grant proposal and grant agreement for the FEMA grant to fund the  
2 hiring of 36 new firefighters were prepared by SFFD and are on file with the Clerk of the Board  
3 of Supervisors in File No. 201428; and

4           WHEREAS, FEMA has established a performance period for the grant consisting of the  
5 period of February 8, 2021 through March 9, 2024; and

6           WHEREAS, The Fire Commission recommended approval of this grant at its meeting  
7 on December 9, 2020; and

8           WHEREAS, The grant does not require an Annual Salary Ordinance amendment; and

9           WHEREAS, The grant does not require the City to provide any matching funds; and,

10          WHEREAS, The SFFD proposes to maximize the use of the grant funds on program  
11 expenditures by not including indirect costs in the grant budget; now, therefore, be it

12          RESOLVED, That the Board of Supervisors authorizes the SFFD to retroactively  
13 accept and expend grant funds in the amount of \$13,760,604 from FEMA to hire 36 new  
14 firefighters; and, be it

15          FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of  
16 indirect costs in the grant budget; and, be it

17          FURTHER RESOLVED, That the Chief of the SFFD is hereby authorized and  
18 empowered to execute, deliver, and perform, in the name of the City and County of San  
19 Francisco, all applications, contracts, agreements, amendments, and payment requests  
20 necessary to secure the FEMA grant funds and implement and carry out the purposes  
21 specified in the applicable grant application.

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Recommended:

\_\_\_\_\_  
Jeanine Nicholson  
Chief of Department

Approved:   /s/    
Mayor

Approved: \_\_\_\_\_  
Controller

**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Resolution Information Form**  
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Staffing for Adequate Fire and Emergency Response (SAFER) FY19
2. Department: Fire Department
3. Contact Person: Mark Corso Telephone: 415-558-3417
4. Grant Approval Status (check one):  
 Approved by funding agency                       Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$13,760,604
6. a. Matching Funds Required: \$0  
b. Source(s) of matching funds (if applicable): N/A
7. a. Grant Source Agency: Department of Homeland Security’s Federal Emergency Management Agency (FEMA)  
b. Grant Pass-Through Agency (if applicable): N/A
8. Proposed Grant Project Summary: Hiring of thirty-six firefighters
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: March 10, 2021    End-Date: March 9, 2024
10. a. Amount budgeted for contractual services: \$0  
b. Will contractual services be put out to bid? n/a  
c. If so, will contract services help to further the goals of the Department’s Local Business Enterprise (LBE) requirements? n/a  
d. Is this likely to be a one-time or ongoing request for contracting out? n/a
11. a. Does the budget include indirect costs?  
 Yes                       No  
b. 1. If yes, how much? \$ n/a  
b. 2. How was the amount calculated? n/a  
c. 1. If no, why are indirect costs not included?  
 Not allowed by granting agency                       To maximize use of grant funds on direct services  
 Other (please explain):  
c. 2. If no indirect costs are included, what would have been the indirect costs? General overhead rate and administrative costs to implement program.
12. Any other significant grant requirements or comments: None

**\*\*Disability Access Checklist\*\* (Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Existing Site(s)      | <input type="checkbox"/> Existing Structure(s)      | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s)                 |
| <input type="checkbox"/> New Site(s)           | <input type="checkbox"/> New Structure(s)           |   |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Jesusa Bushong  
(Name)

HR Director  
(Title)

Date Reviewed: 11/24/20

DocuSigned by:  
Jesusa Bushong  
B077F68B83384D0...  
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Mark Corso  
(Name)

Deputy Director  
(Title)

Date Reviewed: 11/24/20

DocuSigned by:  
Mark Corso  
92B7D48DFF1B46A...  
(Signature Required)

# System for Award Management (SAM.gov) profile

Please identify your organization to be associated with this application.

All organization information in this section will come from the System for Award Management (SAM) profile for that organization.

## SAN FRANCISCO FIRE DEPARTMENT

Information current from SAM.gov as of:	<b>01/23/2021</b>
DUNS (includes DUNS+4):	<b>033428819</b>
Employer Identification Number (EIN):	<b>946000417</b>
Organization legal name:	<b>SAN FRANCISCO FIRE DEPARTMENT</b>
Organization (doing business as) name:	
Mailing address:	<b>698 SECOND STREET SAN FRANCISCO, CA 94107-2015</b>
Physical address:	<b>698 2ND ST STE SAN FRANCISCO, CA 94107-2015</b>
Is your organization delinquent on any federal debt?	<b>N</b>
SAM.gov registration status:	<b>Active as of 01/21/2021</b>

We have reviewed our bank account information on our SAM.gov profile to ensure it is up to date

## Applicant information

Please provide the following additional information about the department or organization applying for this grant.

Applicant name (i.e., fire department name)	<b>San Francisco Fire Department</b>
---	--------------------------------------

## Main address of location impacted by this grant

Main address 1	<b>698 Second Street</b>
Main address 2	
City	<b>San Francisco</b>
State/territory	<b>CA</b>
Zip code	<b>94107</b>
Zip extension	<b>2015</b>
In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located?	<b>San Francisco County</b>

## Applicant characteristics

The SAFER (Staffing for Adequate Fire and Emergency Response) program intends to improve or restore local fire departments' staffing and deployment capabilities so they may more effectively respond to emergencies. With the restored or enhanced staffing, grantees should see a reduction in response times and an increase in the number of trained personnel assembled at the incident scene. Grant funds are available in two activities: Hiring Firefighters and Recruitment and Retention of Volunteer Firefighters. Please review the Notice of Funding Opportunity for information on available program areas and for more information on the evaluation process and conditions of award.

Please provide the following additional information about the applicant.

Applicant type **Fire Department/Fire District**

What kind of organization do you represent? **All Paid/Career**

Which activity are you applying for? **Hiring of Firefighters**

## Operating budget

What was your department's operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) related to fire-related programs and emergency response for the current (at time of application) fiscal year, as well as the previous three fiscal years?

Current Fiscal Year (i.e., 2020) **2020**

Fiscal Year	Operating budget
2020	\$427,202,412.00
2019	\$400,721,970.00
2018	\$382,993,306.00
2017	\$376,049,960.00

What percentage of the declared operating budget is dedicated to **90** personnel costs (salary, benefits, overtime costs, etc.)?

Does your department have any rainy day reserves, emergency **No** funds, or capital outlay?

What percentage of the declared operating budget is derived from the following	2020
Taxes	78
Bond issues	0
EMS billing	7
Grants	0
Donations	0



What percentage of the declared operating budget is derived from the following	2020
Fund drives	0
Fee for service	15
Other	0

Describe your financial need to include descriptions of the following:

- Income vs. expense breakdown of the current annual budget
- Budget shortfalls and the inability to address financial needs without federal assistance
- Actions taken to obtain funding elsewhere (i.e. state assistance programs or other grant programs)
- How your critical functions are affected without this funding

**The SFFD's Fiscal Year 2019-20 Operating budget is approximately \$427 million. 65% derived from the City's General Fund. The remaining 35% is funded through State sales tax revenue (12%), EMS Ambulance revenue (7%), Fire Prevention fees (5%), Federal funds for Airport Operations (7%), and other recoveries/fees for services (4%). Of the total operating budget, 90% is for personnel and workers comp costs, including salaries, overtime, and fringe benefits. That leaves only 10% to cover all the non-personnel costs for the Department. As has happened all over the country, the COVID19 pandemic has created devastating budget impacts to the City and County of San Francisco's annual budget, both in the short term as we close out the Fiscal Year 2020 and as we move into the next budget cycle. Back in December of 2019, at the onset of the current two-year budget process for the 2020-21 and 2021-22 fiscal years, the San Francisco was looking at a two-year projected budget shortfall of approximately \$419.5 million, made up of an estimated deficit of \$195.4 million for the Fiscal Year 2020-21 and \$224.1 million for the Fiscal Year 2021-22. With the onset of the COVID19 emergency, those deficits have now skyrocketed, making an already challenging fiscal environment for the Department's budget worse than could have been imagined and ripe for further deterioration given the uncertainty around the COVID19 pandemic. Financial losses associated with the COVID19 pandemic have been stark and immediate, and the level of uncertainty of City revenues and expenditures is historically high. According to a budget outlook update released on May 15, 2020, the City projects revenue reductions for the final quarter of the current fiscal year that are staggering – the City is anticipating \$246 million in General Fund losses. The reductions are driven by significant changes in major taxes including hotel tax, transfer tax, and sales tax. The report also projects that these significant revenue losses will continue into the next two fiscal years driving up the projected deficits of \$754 million for FY 2020-21 and \$735 million for FY 2021-22. That's a combined shortfall of up to \$1.7 billion compared to prior projections driven by health crisis related revenue loss. The result of this is large budget reductions and service reduction measures anticipated to be communicated to Departments as part of revised budget instructions. In December 2019, at the original onset of the current two-year budget process for the City, the Department was requested to reduce its general fund support by 3.5% in both years (7% cumulative). This request for budget cuts of the Department is anticipated to grow significantly and will be amended with hiring freezes/reductions, as well as the elimination of such infrastructure projects as capital projects and equipment purchases. This request is in addition to any**

budget reductions imposed upon the Fire Department in the current fiscal year in order to address the current fiscal year deficit. Given the realities of the current fiscal environment, the SFFD is not anticipating being able to fund new hires for the foreseeable future. As the City grapples with the increased challenges of the COVID response, new hires will be even harder to come by, at a time when they are needed most given the dangers of the virus to protect our members. With these constraints, including hiring freezes, requests for new hires will be nearly impossible using general fund allocations, and the Department must rely on outside sources of funds, such as the FEMA SAFER program.

In cases of demonstrated economic hardship, and upon the request of the grant applicant, the FEMA Administrator may grant an Economic Hardship Waiver. Is it your organization's intent to apply for an Economic Hardship Waiver?

**No**

## Other funding sources

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**

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

Please provide an explanation for other funding sources in the space provided below.

**In the current fiscal year, the San Francisco Fire Department has received several 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 2018 and 2019 Port Security Grant Program for which it is currently underway on procurement. In addition, the Department has received a number of Homeland Security (UASI) grant awards resulting in the use of Federal funds.**

## Applicant and community trends

Please provide the following additional information about the applicant.

Injuries and fatalities	2020	2019	2018
What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years?	3	6	1
What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years?	29	19	24
What is the total number of line of duty member fatalities in your jurisdiction over the last three calendar years?	0	0	0

Injuries and fatalities	2020	2019	2018
What is the total number of line of duty member injuries in your jurisdiction over the last three calendar years?	349	354	306

How many frontline vehicles does your organization have in each of the types or classes of vehicle listed below that respond to first alarm assignments in support of NFPA 1710/1720? You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession.

**i Filled riding positions**  
The number of filled riding positions must be equal or less than the number of frontline apparatus multiplied by the number of available riding positions.

Type or class of vehicles	Number of frontline apparatus	Number of available riding positions	Number of filled riding positions
Engines or pumpers (pumping capacity of 750 gallons per minute (GPM) or greater and water capacity of 300 gallons or more): pumper, pumper/tanker, rescue/pumper, foam pumper, CAFS pumper, type I, type II engine urban interface.	44	24	176
Ambulances for transport and/or emergency response.	60	2	120
Tankers or tenders (water capacity of 1,000 gallons or more).	1	1	1
Aerial apparatus: aerial ladder truck, telescoping, articulating, ladder towers, platform, tiller ladder truck, quint.	20	8	100
Brush/quick attack (pumping capacity of less than 750 GPM and water carrying capacity of at least 300 gallons): brush truck, patrol unit (pickup w/ skid unit), quick attack unit, mini-pumper, type III engine, type IV engine, type V engine, type VI engine, type VII engine.	4	0	0
Rescue vehicles: rescue squad, rescue (light, medium, heavy), technical rescue vehicle, hazardous materials unit.	5	2	10
Additional vehicles: EMS chase vehicle, air/light unit, rehab units, bomb unit, technical support (command, operational support/supply), hose tender, salvage truck, ARFF (aircraft rescue firefighting), command/mobile communications vehicle.	18	6	24

Is your department facing a new risk, expanding service to a new area, or experiencing an increased call volume? **Yes**

Please explain how your department is facing a new risk, expanding service to a new area, or experiencing an increased call volume.

**Over the last four months the Department has experienced a dramatic shift in response due to the outbreak of the COVID-19 virus. The Department has increased its activation of Emergency Medical Services and First Response Personnel in response to this health crisis. The San Francisco Fire Department must prepare for an increase in call volume based on current and predicted COVID-19 infection rates in relation to the city's population density, the recent opening of various businesses and public spaces, and community adherence to shelter in place orders and social distancing guidelines. Additionally, the City and County of San**

Francisco has historically maintained a trend of rapid call volume with a noted 3% increase in 2019 of medical, traffic, overdose, mental health, and violence-related incident calls.

## Community description

Please provide the following additional information about the community your organization serves.

Type of jurisdiction served **Other**

If "Other", please enter type of jurisdiction served. **City and County**

What type of community does your organization serve? **Urban**

What is the square mileage of your first due response zone/jurisdiction served? **47**

What percentage of your primary response area is protected by hydrants? **100**

What percentage of your primary response area is for the following:	Percentage (must sum to 100%)
Agriculture, wildland, open space, or undeveloped properties	31
Commercial and industrial purposes	25
Residential purposes	44
<b>Total</b>	<b>100</b>

What is the permanent resident population of your first due response zone/jurisdiction served? **884363**

Do you have a seasonal increase in population? **No**

Please describe your organization and/or community that you serve.

**The City and County of San Francisco is ranked the second-most densely populated major city in the United States, with the California Department of Finance reporting a 2019 total residential population of 889,360, soaring to 1.5 million on any given day with the influx of commuters and tourists. And according to 2018 US Census Bureau estimates, San Francisco County's population's racial demographic makeup was 52.9% White (40.3% Non-Hispanic White), 35.9% Asian, 15.2% Latinx, 5.6% Black/African American, 4.4% from two or more races, 0.5% Pacific Islander, 0.7% Native American/Alaskan Native. Additionally, census data indicates an estimated 43.1% of resident families with children 5 years or older speak a language other than English in the home. The city's 47.355 square mileage is geographically circuitous, and the city's topography is difficult to maneuver with old and narrow streets and over 50 hills from 100 to 927 feet within its city limits. Meanwhile, San Francisco's infrastructure is distinctively susceptible to**

fire with approximately 380,971 housing units, 48,000 historic wood houses, and a growing downtown with 72 high-rises and 26 skyscrapers. The San Francisco Fire Department (SFFD), established over 150 years ago, remains constant in its rich tradition and mission to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous material incidents; to save lives by providing emergency medical services and 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. Recognizing the City's current, unique and forthcoming needs, the SFFD has in its ranks approximately 1,600 Firefighting and Emergency Medical Personnel and a fleet of 44 Engines, 20 Trucks, 40 ambulances, divided into two Divisions, with ten Battalion Districts and 44 stations located throughout the city, and fortified with specialty units including 2 Heavy Rescue Squads, 2 Coastal Rescue units (Cliff & Surf), 1 Rescue Boat, 2 Rescue Water Craft, 3 Fireboats, a Mobile Command Vehicle, 2 Multi-Casualty Units, a Hazardous Materials Unit, a CO2 unit, and a Mobile Air Unit. The SFFD responded to 153,982 calls for service in 2019 and provides the public with; 1) Direct Service Operations delivering emergency medical services, fire suppression, and specialized unit deployment in times of emergency, 2) Fire Prevention through code enforcement, and inspection programs minimizing loss of life and property, 3) Emergency Response Planning and community disaster response coordination, to ensure the protection of thousands of lives should a large-scale disaster occur, 4) Investigations of the origin and cause of fires/explosions, ensuring prosecution if appropriate, 5) Community Outreach activities to promote community health and fire safety through information dissemination. Chief Jeanine Nicholson was sworn in as the 26th Fire Chief of San Francisco and leads a strong leadership team strategically engaged in activities to strengthen the SFFD's fiscal capacity to enable the acquisition of the critical tools needed to effectively protect the property and lives of the people of San Francisco and surrounding communities. While San Francisco has seen some 1,999 confirmed positive case levels of COVID-19, the SFFD's leadership team has assessed the community's strengths, challenges, and risks to develop a list of potential mitigation strategies to prepare and provide the responsive services the community needs to battle this virus and curtail increase of widespread infections within the community. One of the Department's key strategies involves the hiring of additional personnel to reduce the spread of COVID-19 and strengthen the ability of the SFFD to immediately respond to any and all emergency events as they occur.

**Call volume**

**Summary**

Summary of responses per year by category. Enter whole numbers only. If you have no calls for any of the categories, enter 0.

<b>Summary of responses per year per category</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Fire - NFIRS Series 100	3851	3905	3845
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	8	124	125
Rescue & Emergency Medical Service Incident - NFIRS Series 300	121952	119410	119410
Hazardous Condition (No Fire) - NFIRS Series 400	2460	1866	1937
Service Call - NFIRS Series 500	6420	5655	7153
Good Intent Call - NFIRS Series 600	1871	1938	1768
False Alarm & Falls Call - NFIRS Series 700	15114	14715	14010
Severe Weather & Natural Disaster - NFIRS Series 800	38	5	44
Special Incident Type - NFIRS Series 900	207	233	324
<b>Total</b>	<b>151921</b>	<b>147851</b>	<b>148616</b>

## Fire

How many responses per year by category? Enter whole numbers only. If you have no calls for any of the categories, enter 0.

<b>How many responses per year per category?</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
"Structure Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 111-120)	1271	1374	1470
"Vehicle Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 130-138)	256	259	288
"Vegetation Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 140-143)	167	157	134
<b>Total</b>	<b>1694</b>	<b>1790</b>	<b>1892</b>

What is the total acreage of all vegetation fires? Enter whole numbers only. If you have no vegetation fires, enter 0.

<b>Total acreage per year</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Total acreage of all vegetation fires	0	0	0

## Rescue and emergency medical service incidents

<b>How many responses per year per category?</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
"Motor Vehicle Accidents" (Of the NFIRS Series 300 calls, NFIRS Codes 322-324)	37	44	38

How many responses per year per category?	2020	2019	2018
"Extrications from Vehicles" (Of the NFIRS Series 300 calls, NFIRS Code 352)	118000	114815	113647
"Rescues" (Of the NFIRS Series 300 calls, NFIRS Code 300, 351, 353-381)	62277	62067	60274
EMS-BLS Response Calls	59675	57343	57614
EMS-ALS Response Calls	0	0	0
EMS-BLS Scheduled Transports	0	0	0
EMS-ALS Scheduled Transports	0	0	0
Community Paramedic Response Calls	0	0	0
Total	239989	234269	231573

## Mutual and automatic aid

How many responses per year by category? Enter whole numbers only. If you have no calls for any of the categories, enter 0.

How many responses per year per category?	2020	2019	2018
Amount of times the organization received Mutual Aid	1	0	6
Amount of times the organization received Automatic Aid	0	3	3
Amount of times the organization provided Mutual Aid	4	4	1
Amount of times the organization provided Automatic Aid	2	13	6
Of the Mutual and Automatic Aid responses, amount that were structure fires	0	0	1
Total	7	20	17

## Grant request details



### Instructions

You can add the positions you are requesting by using the add buttons below. Include all positions in a single item. Please answer all the questions for the overall Hiring activity as well as the required information for the requested positions.

**Grand total: \$13,760,604.00**

# Program area: Hiring of firefighters

## Total requested for Hiring of Firefighters activity:

**\$13,760,604.00**

### New, Additional Firefighter(s)

How many full-time firefighter positions are you requesting? "Full-time" is considered 2,080 hours or more worked per year and entitles the employee to receive benefits earned by the other full-time employees in the organization. "Part-time" positions are less than 2,080 hours per year. Often part-time employees do not earn benefits or do not earn them at the same rate or level as full-time employees.

NUMBER OF FIREFIGHTERS

36

What are the current usual annual costs of a first-year (i.e entry-level) firefighter in your department? "Usual annual costs" include the base salary (exclusive of non-FLSA overtime) and the standard benefits package (including the average health cost, dental, vision, FICA, life insurance, retirement/pension, etc.) offered by the fire departments to first-year (i.e., entry-level) firefighters. To get the "average" health care costs, average the annual cost among various health insurance plans offered (i.e., self only, family, etc). Do not use figures that assume all employees will select self or family coverage.

ANNUAL SALARY	ANNUAL BENEFITS	TOTAL PER FIREFIGHTER
\$88,423.00	\$38,990.00	\$127,413.00

What benefits are included in the standard benefits package your department provides to first-year firefighters? You must provide details on the dollar amounts or percentages for each benefit being provided (health costs (family, employee only, employee plus one), dental, vision, FICA, life insurance, retirement/pension, etc.). Note: Failure to provide this information may results in reductions to the requested amounts.

BENEFITS FUNDED

Benefits funded include estimates for retirement (22.01%), Medicare (HI only - 1.45%), Unemployment Insurance (.27%), Health and Dental (\$18,007)

### Request total

YEARLY TOTAL	<b>\$4,586,868.00</b>
3 YEAR TOTAL	<b>\$13,760,604.00</b>

### More Details for Hiring of Firefighters.

#### Staffing levels

SAFER intends to restore or improve local fire departments' staffing and deployment capabilities so they may more effectively respond to emergencies. With the enhanced staffing, a SAFER grant recipient's response time will be reduced sufficiently and an appropriate number of trained personnel will be assembled at the incident scene.

The following questions are designed to help us understand the staffing changes that have occurred in your department over the past several years and how the grant will assist in restoring or improving your staffing levels. The information provided must be a true and accurate depiction of your department on the timelines listed below.

For more information regarding these standards please see the Notice of Funding Opportunity or go to [www.nfpa.org/freeaccess](http://www.nfpa.org/freeaccess)

Select the item that best describes the NFPA standard your **1710 - with aerial**



department is attempting to meet:

What is the department's current (at the start of the application period) budgeted [operational](#) <sup>i</sup> staffing level? Include all budgeted positions, even if they are not currently filled.

Current budgeted operational staffing level **1187**

How many budgeted, but vacant operational positions does your department have at the start of the application period? **0**

Please enter information about your organization's staffing levels in the table below. <sup>i</sup>

Staffing levels	Total number of operational career personnel	Number of operational officers	Number of NFFA support
Staffing levels at the start of the application period	1409	309	1187
Staffing levels at one year prior to the start of the application period	1406	292	1149
Staffing levels at two years prior to the start of the application period	1425	303	1136
If awarded this grant, what will the staffing levels be in your department?	1445	309	1223

Please provide details on the department's existing staffing model to include the number of shifts, number of positions per shift, chief level officer staffing per shift (i.e., Battalion Chief, District Chief, etc.), and contracted shift hours per week/pay period. If the contracted shift hours included FLSA overtime or Kelly Days, please be sure to include details.

**The Department has voter mandated minimum daily staffing levels for operations, currently at 307 personnel on duty per day in fire suppression. Members are scheduled on a 31-day tour, working 9 24-hour shifts out of 31 for an average of approximately 48.7 hours per week. In addition, members are scheduled for overtime on a voluntary or mandatory (as needed) basis. Per MOU requirements, Department engines are staffed with 4 personnel and trucks with 5 personnel. The Department staffs 44 engines, 20 trucks, two rescue squads, and other specialty units throughout its ten battalions (divided into two Divisions) in the City proper, as well as staffing additional fire and medical resources at three stations at the San Francisco International Airport.**

Does your department utilize part-time paid firefighters? **No**

Does your department utilize reserve/relief paid firefighters? **No**

## Hiring of firefighters

Please provide the following additional information regarding your fire department.

### Based on current staffing levels:

If your department utilizes overtime to fill positions to ensure you are meeting applicable NFFA staffing and deployment standards, you should remove the number of positions filled by overtime from your calculations.

How often does your department meet the NFPA assembly requirements as indicated in the table above for the department's first due response zone/jurisdiction served?

**Most of the time (80 to 99%)**

What is the average actual staffing level on your first arriving engine company or vehicle capable of initiating suppression activities on the number of structure fires indicated in the department call volume section of your application?

**4**

Do you provide NFPA 1582 annual medical/physical exams?

**Yes**

### **If awarded the number of positions requested in this application:**

How often do you anticipate that your department will meet the NFPA assembly requirements as indicated in the table above?

**Most of the time (80 to 99%)**

What will be the average actual staffing level on your first arriving engine company or vehicle capable of initiating suppression activities on the number of structure fires indicated in the department call volume section of your application?

**4**

Will you provide the new hires with NFPA 1582 entry-level physicals?

**Yes**

Will the personnel hired meet the minimum EMS training and certification as required by your Authority Having Jurisdiction (AHJ)?

**Yes**

Is it your department's intent to sustain the awarded positions after the completion of the period of performance?

**Yes**

Please provide a brief description on how the positions will be sustained.

**The Department is intending to have these new positions absorbed into the Department's budget at the completion of the period of performance. While adding to the Department's staffing at that time, these positions will be replacing overtime shifts, resulting in minimal costs for adding the new positions, due to minimum staffing requirements.**

Describe the department's step-by-step hiring process (application period, written test, physical, approval) and the timeline for each step.

**The Department adheres to the following new firefighter academy candidate/hiring process: 1)All candidates must take an examination and be on an eligibility list, both administered by the City's Department of Human Resources (DHR). 2) DHR utilizes a continuous testing model, where candidates can take the exam at any time and are then scored and placed on the eligibility list as a result of their scoring. 3)Candidates are screened interviewed, and if selected, go through a background check and medical exam, which can take several months. 4) Members that pass are then selected to take part in the Department's Fire Academy. As it is a continuous testing process, the Department can request the current eligibility list from DHR at any time in preparation for a new academy.**

How many recruits can be trained in one academy class?

**48**

How long after award will the department be able to start a recruit class?

**Generally, the Department takes from two to four months to complete the ramp-up to the beginning of an academy. This process includes requesting a civil service eligibility list, interviewing and selecting candidates, conducting background and medicals, and prepping for the academy.**

The Department should have no problem completing these tasks and beginning an academy within the 180-day recruitment period.

How often are your recruit classes held?

Due to the recent need for hiring, the Department has had approximately one firefighter recruit academy per year. However, given the City's hiring freeze as well as projected economic shortfalls due to COVID over the next few years, it is in doubt as to whether the Department will be able to hire additional personnel over the next few years outside of Federal assistance.

Does the department need governing body approval to accept and implement the award?

**Yes**

Provide details on the timeline needed to accept the grant award.

Under normal circumstances, the SFFD adheres to the City and County of San Francisco's grant award acceptance process to "Accept and Expend Resolutions and Ordinances", which takes roughly four to six weeks after submittal to the City and County of San Francisco's Controllers Office, the Board of Supervisors and Committees for review and approval and finally to the Mayor for signature and acceptance an executable ordinance. However, in times of emergency, crisis, or inevitable disaster the process for grant award acceptance may be expedited as required or necessary.

Is your request for hiring firefighters based on a risk analysis, staffing needs analysis, or an Insurance Services Office (ISO) rating?

**Yes**

Describe how the analysis was conducted and the outcome of the analysis or ISO rating.

An analysis was conducted of various variables to include the need and impact of overtime, both historical and projected in the coming years, given a variety of different staffing levels. The Department also analyzed projected retirements and the resulting staffing levels projected for the coming years. The Department cannot meet NFPA guidelines or voter mandated minimum staffing levels without the use of overtime. The Department is in the process of call volume projection analysis, looking at what the Department needs for new firefighters/companies/stations in the near future as a result of the current health crisis and it's potentially lasting detrimental outcomes of the health and safety of the community to include SFFD Personnel. A recent analysis affirmed the City's high ISO rating.

Does your department currently have a policy in place to recruit and hire veterans?

**Yes**

Please provide a brief description of the policy in place.

The Fire Department currently has an active eligible list for entry-level firefighters with the City's Department of Human Resources that any approved SAFER hiring would be selected from. The recruitment of military veterans is one of the focuses of the hiring process of the City and County of San Francisco. For the current eligible list (as in previous lists), prospective applicants are requested to include information about military service in their application and during the examination process. Additional points are added to the applicant's final score if the applicant is a military veteran. This information is

## Narrative statements

The narrative statements must provide all the information necessary for you to justify your needs and for FEMA to make an award decision. A panel of peer reviewers will perform the second phase of the applications' evaluations by using the narrative statements below to determine the worthiness of the request for an award.

Please ensure that your narrative clearly addresses each of the following evaluation criteria elements to the best of your ability with detailed but concise information. Provide only the information being requested for each element; if you provided information pertaining to the narrative elements elsewhere in the application you must still include it below. Failure to provide the information being requested may result in a lower score or the application not being funded.

## Project description

Why does the department need the positions requested in this application?

**The San Francisco Fire Department (SFFD) is requesting a total of \$13,760,604 in FY2019 SAFER grant dollars to fund the salaries and benefits of 36 entry-level firefighters over two years. The funding would allow the department to fill firefighter vacancies due to projected attrition, allowing the Department to mitigate the negative fiscal impacts of the COVID pandemic which, given the economic impacts to the City's budget over the next few years, threatens to wipe out any new hiring previously projected. In the midst of being responsive to the community during the current health crisis, additional positions would alleviate some of the Department's overtime burden, scheduled to increase over the next few years in the projected economic downturn. The filling of some of these vacancies through a SAFER grant would result in operational benefits for the SFFD and local communities, and millions of dollars in savings over the grant period would be used to fund the hiring of more front-line personnel, increasing the impact of the grant. The City of San Francisco's population has grown rapidly over the years and is at the highest in its history, and in light of the current COVID-19 health crisis, the need for additional fire suppression and medical resources is both a critical current and future need for the City. The City is anticipating a \$1.7 billion shortfall to balance its budget in the next few years, indicating general fund dollars to support Departmental hiring will be more difficult to secure than in recent years. The SFFD has allocated funding to hire some additional academy classes, but economic projections indicate the health crisis has had a devastating effect on the city's current and future budgets, indicating previously allocated funding for new hires will be reduced or eliminated and available funds won't cover the cost of currently unfilled positions due to previous budget constraints and or retirements. Over the past few years, the City was experiencing an economic recovery that supported its rapid population growth and new construction developments, which will still require the Department to open additional facilities and provide services to meet constituents' needs. Having sufficient staffing on hand is crucial for the SFFD to protect itself against a large number of people getting ill or forced to quarantine from the COVID-19 virus, which would greatly hinder operations.**

How will the positions requested in this application be used within the department? (e.g., 4th on engine, open a new station, eliminate browned out stations, reduce overtime)?

The Department has a voter mandated staffing requirement, setting the minimum for the number of personnel and companies that are on-duty per day in a 24-hour capacity. In addition, the Department has MOU requirements for a minimum level of staff on an apparatus. While in recent years the Department has been able to backfill much-needed positions with new hires, the upcoming financial recession threatens to push the Department backwards as far as the staffing gains it has made, as the Department is looking at having funding eliminated for new hires and will be forced to rely on overtime more in day to day operations. Depending on the level of retirements seen over the next few years, the Department could see an increase in mandatory overtime if it is not funded to hire additional personnel. New employees will assist in reducing the workload of current employees, potentially reducing the risk of firefighter fatigue. New SAFER personnel will assist the Department in reducing the overtime demand on its members. In addition, given the City's growth and planned increases in stations and daily staffing, these positions will assist the Department in having sufficient personnel to staff these additional requirements. The Department is committed to incorporating these new staff into its overall staffing model and intends to absorb the new firefighters into its annual operating budget and staff following the completion of the SAFER program.

What specific benefits will the requested positions provide to the department and community?

The filling of vacancies through a SAFER award would result in operational benefits for the Department and local communities, as well as millions of dollars in savings for the Department over the SAFER grant period, and those savings could be used to fund the hiring of even more front-line personnel, increasing the impact of the grant and the department's ability to respond to all types of emergency incidents. As a concrete example of this, by being awarded previous SAFER grants for the hiring of 72 additional personnel, the San Francisco Fire Department was able to use savings to hire an additional 36 new hires, increasing the total impact of the grant to 108 new hires. SAFER grant funds will allow the Department to address a number of operational issues, including reducing overtime, reducing potential firefighter fatigue, and providing adequate personnel on staff for normal operations as well as recall first responders for any number of disasters (wildfires, fires, earthquakes and terror incidents) that may occur simultaneously to the ongoing COVID-19 health crisis. With uncertainty of local funding hampering the Department's ability to hire, a SAFER award would help better protect the Department from a large number of retirements and any staffing ramifications of the COVID response.

Describe how funds awarded through this grant would enhance the department's ability to protect critical infrastructure within the primary response area.

As the City continues to look forward to the growth and recovery from the COVID-19 health crisis, new developments will continue to be built throughout the City, and additional stations will be eventually be required to meet the corresponding growth in the demand for services. Within the SFFD's response area is an array of critical infrastructures that are crucial for the local, State,

and Federal governments, in addition to supporting its tourist industry. Due to the potentially catastrophic consequences of damage or destruction to its critical infrastructure, the SFFD must be ready to respond to any type of emergency –fires, multi-casualty incidents, medical emergencies, water rescues, civil disturbances, hazardous material spills, above ground and underground transit incidents, floods, earthquakes, and terrorist attacks. With new critical infrastructure recently opened, such as a new basketball arena and major transportation terminal, and additional developments under construction with plans to continue even in light of the COVID pandemic, a SAFER award will assist the Department in ensuring it has sufficient staff to handle these varied responses.

## **Impact on daily operations**

Explain how the community and the current firefighters employed by the department are at risk without the positions requested in this application.

As the City currently meets the emergency medical service needs of its population during the COVID-19 health crisis while also ensuring the safety and protection of its critical infrastructure from the harm of fire, natural disaster, and terrorist attacks and other potential threats, the Department is projected to grow in the coming years with new developments coming online and the population of the City booming. While the impacts of the COVID pandemic are very much uncertain at this time, there are a number of large infrastructure projects that are still moving ahead. As the City grapples with the financial impacts of COVID, the Department anticipates difficulty in hiring moving forward, and an increased reliance on overtime to meet its response goals and minimum staffing requirements. If the Department is unable to hire sufficient staff for both immediate needs and future growth, the Department's reliance on overtime and mandatory overtime will only increase. Given the fiscal issues of recent times, the Department has relied on overtime to meet its response goals and minimum staffing requirements. This places undue strain on members, both in their work schedule but also on their time away from work. Increasing staff has additional benefits for the community, by providing additional personnel for recall in the event of a disaster. In addition, as an active participant in the California Master Mutual Aid Agreement, more staff for the Department would allow for additional personnel to be available to respond to other jurisdictions in the event of a mutual aid call. Additional staffing helps protect the Department's staffing capabilities in light of additional outbreaks from COVID, where members may need to be put off for exposure or quarantine.

How will that risk be reduced if awarded?

The Department has concerns about heavy overtime as a long term strategy if vacancies were to continue to arise due to attrition and if the Department was not able to secure funding for new hires to replace them and fill out additional staffing requirements. Regardless of staffing levels, the Department must maintain mandated minimum staffing levels and standards on a daily basis. The only way this is possible is by relying on overtime to fill shifts as more and more people retire from the Department. With

an increased demand for services now and on the horizon, the need for additional personnel is only that much more pressing. Fiscal impacts from the COVID emergency resulting in reduced hiring will only amplify these issues. A SAFER award for additional personnel will assist with overtime dependence as well as allow the Department to better adapt to the quickly changing needs of the City.

## **Cost benefit**

Describe the benefits (i.e. quantifying the anticipated savings and/or efficiencies) the department and community will realize if awarded the positions requested in this application.

**A SAFER grant award for the SFFD will have numerous positive impacts for the Department and the local community, measured in both operational efficiencies as well as actual fiscal savings. The largest and most obvious benefit to the SFFD from the proposal would be the millions of dollars in savings that the Department would realize through reductions in overtime. There would also be a compounded positive impact of these savings, as they could be used to fund the hires of additional personnel beyond those hired for the SAFER grant, expanding the reach and impact of the SAFER grant dollars even further. The Department has additional local standards with regard to response times that it strives to adhere to. The Department complies with the two-in-two-out policies set forth by the NFPA and OSHA, and staffs four members per engine. Due to the lack of funding available to the Department to backfill these vacancies, the Department attempts to meet these standards and goals with a significant reliance on overtime by the Department, including a heavier reliance on mandatory overtime when needed. SAFER funds would be used to hire personnel to maintain these standards. As the City faces the prospect of the COVID-19 health crisis continuing to spike for some years, and the reopening of businesses and resumption of major city construction development projects resumes the number of fire, medical and disaster incidents is expected to continue to increase, the Department must be prepared for changes in the way it responds, and additional strains on its staffing. Additional hires must be made to match attrition and account for these additional staffing commitments, in order to meet the emergency response needs of the overall community and effectively strengthening the department's ability to save more lives and preserve more property.**

## **Additional information**

If you have any additional information you would like to include about the department and/or this application in general, please provide below.

**Part of the San Francisco Fire Department's mission is to provide the best possible first responder services to the residents and visitors of San Francisco in the most efficient and effective way possible. This has never been truer than in the past few months, as the City and the Department has responded to the unprecedented COVID pandemic. This impact of COVID will be lasting, both from a public health perspective as well as from a fiscal perspective. Given the projected \$1.7 billion deficit over the next two years facing the City and County of San Francisco, the Department is looking at a very real loss of funding for new hires at a time in which the Department**

may need them the most to respond to the current health emergency. With anticipated retirements over the next few years, as well as the need to account to potential impacts to front line staff from COVID itself, the Department will likely need to rely on outside sources of funding to add additional staff for the foreseeable future. The San Francisco Fire Department appreciates your consideration of this application. Thank you.

## Grant request summary

Is your proposed project limited to one or more of the [following activities](#) : Planning and development of policies or processes. Management, administrative, or personnel actions. Classroom-based training. Acquisition of mobile and portable equipment (not involving installation) on or in a building.

Yes

## Budget summary

### Budget summary

Object class categories	Year 1	Year 2	Year 3	Total
Personnel	\$3,183,228.00	\$3,183,228.00	\$3,183,228.00	\$9,549,684.00
Fringe benefits	\$1,403,640.00	\$1,403,640.00	\$1,403,640.00	\$4,210,920.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total direct charges</b>	<b>\$4,586,868.00</b>	<b>\$4,586,868.00</b>	<b>\$4,586,868.00</b>	<b>\$13,760,604.00</b>
Indirect charges	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$4,586,868.00</b>	<b>\$4,586,868.00</b>	<b>\$4,586,868.00</b>	<b>\$13,760,604.00</b>
<b>Non-federal resources</b>				
Applicant				\$5,274,898.20
State				\$0.00
Other sources				\$0.00



Object class categories	Year 1	Year 2	Year 3	Total
Remarks				The applicant amount has been listed as a place holder, as the most recent NOFA indicates a match is not required for this application.
<b>Total Federal and Non-federal resources</b>				
Federal resources	\$3,440,151.00	\$3,440,151.00	\$1,605,403.80	\$8,485,705.80
Non-federal resources	\$1,146,717.00	\$1,146,717.00	\$2,981,464.20	\$5,274,898.20
<b>TOTAL</b>	<b>\$4,586,868.00</b>	<b>\$4,586,868.00</b>	<b>\$4,586,868.00</b>	<b>\$13,760,604.00</b>
Program income				\$0.00

## Contact information

No

### Secondary point of contact

Please provide a secondary point of contact for this grant.

The Authorized Organization Representative (AOR) who submits the application will be identified as the primary point of contact for the grant. Please provide one secondary point of contact for this grant below. The secondary contact can be members of the fire department or organizations applying for the grant that will see the grant through completion, are familiar with the grant application, and have the authority to make decisions on and to act upon this grant application. The secondary point of contact can also be an individual who assisted with the development, preparation, or review of the application.

<b>MS Shiloh K Kaho</b> Senior Administrative Analyst  <a href="mailto:shiloh.kaho@sfgov.org">shiloh.kaho@sfgov.org</a>	<b>Primary phone</b> 4155583553 Work  <b>Fax</b>	<b>Additional phones</b> 4157348647 Mobile
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## Assurance and certifications

GMS number: 4049\_0007, Expiration date: 02/28/2022 [View burden statement](#)

### SF-424B: Assurances - Non-Construction Programs

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 cost) 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. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 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. §§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. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§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 Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; 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 Titles 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 interests 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. §§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. §§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.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

## Certifications regarding lobbying

OMB Number: 4040-0013

Expiration Date: 02/28/2022

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. 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 an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

## **SF-LLL: Disclosure of Lobbying Activities**

OMB Number: 4040-0013  
Expiration Date: 02/28/2022

Complete only if the applicant is required to do so by 44 C.F.R. part 18. Generally disclosure is required when applying for a grant of more than \$100,000 and if any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Further, the recipient shall file a disclosure form at the end of each calendar quarter in which there occurs any event described in 44 C.F.R. § 18.110(c) that requires disclosure or that materially affects the accuracy of the information contained in any disclosure form previously filed by the applicant.

The applicant is not currently required to submit the SF-LLL.

### **Notice of funding opportunity**

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).

### **Accuracy of application**

I certify that I represent the organization applying for this grant and have reviewed and confirmed the accuracy of all application information submitted. Regardless of 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, enforcement actions taken against an existing award pending investigation or review, or referral to the DHS Office of Inspector General.

### **Authorized Organizational Representative for the grant**

By signing this application, I certify that I understand that inputting my password below signifies that I am the identified Authorized Organization Representative for this grant. Further, I understand that this electronic signature shall bind the organization as if the application were physically signed and filed.

### **Authorization to submit application on behalf of applicant organization**

By signing this application, I certify that I am either an employee or official of the applicant organization and am authorized to submit this application on behalf of my organization; or, if I am not an employee or official of the applicant organization, I certify that the applicant organization is aware I am submitting this application on its behalf, that I have written authorization from the applicant organization to submit this application on their behalf, and that I have provided contact information for an employee or official of the applicant organization in addition to my contact information.

# Award Letter

U.S. Department of Homeland Security  
Washington, D.C. 20472

Effective date: 09/11/2020

Mark Corso  
SAN FRANCISCO FIRE DEPARTMENT  
698 SECOND STREET  
SAN FRANCISCO, CA 94107

EMW-2019-FF-01660



Dear Mark Corso,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2019 Staffing for Adequate Fire and Emergency Response (SAFER) Grant funding opportunity has been approved in the amount of \$13,760,604.00 in Federal funding.

FEMA has waived, in part or in full, one or more requirements for this grant award. See the Summary Award Memo for additional information about Economic Hardship Waivers.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2019 SAFER Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in black ink, appearing to read "C Logan".

Christopher Logan  
Acting Assistant Administrator  
Grant Programs Directorate

# Summary Award Memo

**Program:** Fiscal Year 2019 Staffing for Adequate Fire and Emergency Response

**Recipient:** SAN FRANCISCO FIRE DEPARTMENT

**DUNS number:** 033428819

**Award number:** EMW-2019-FF-01660

## Summary description of award

The purpose of the SAFER Grant Program is to provide funding directly to fire departments and volunteer firefighter interest organizations to assist in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments. After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application — including budget information — was consistent with the SAFER Grant Program's purpose and was worthy of award.

Except as otherwise approved as noted in this award, the information you provided in your application for FY2019 Staffing for Adequate Fire and Emergency Response (SAFER) funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

## Approved Economic Hardship Waivers

### Position cost limit waiver

FEMA has waived the position cost limit requirement for this grant award. Costs are limited to the approved budget per position.

### Cost share waiver

FEMA has waived the cost share requirement for this grant award. You are not required to contribute non-Federal funds for this grant award. The recipient is responsible for any costs that exceed the Federal funding provided for this grant award.

### Minimum budget waiver

FEMA has waived the minimum budget requirement for this award.

### Non-supplanting waiver

FEMA has waived the non-supplanting requirement for this award. SAFER grant funds may be used to replace funds that would be available from State or local sources or from the Bureau of Indian Affairs.

## Amount awarded

The amount of the award is detailed in the attached Obligating Document for Award.

The following are the total approved budgeted estimates for object classes for all funded firefighter positions for this award (including Federal share plus your cost share, if applicable, as applied to the estimated costs):

Object Class	First Year	Second Year	Third Year	Total
Personnel	\$3,183,228.00	\$3,183,228.00	\$3,183,228.00	\$9,549,684.00
Fringe benefits	\$1,403,640.00	\$1,403,640.00	\$1,403,640.00	\$4,210,920.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
Indirect charges	\$0.00	\$0.00	\$0.00	\$0.00
Federal	\$4,586,868.00	\$4,586,868.00	\$4,586,868.00	\$13,760,604.00
Non-federal	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$4,586,868.00	\$4,586,868.00	\$4,586,868.00	\$13,760,604.00
Program Income				\$0.00

## Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2019 SAFER NOFO.

### Approved request details:

## Hiring of Firefighters

## Firefighter Position

### BENEFITS FUNDED

Benefits funded include estimates for retirement (22.01%), Medicare (HI only - 1.45%), Unemployment Insurance (.27%), Health and Dental (\$18,007)

NUMBER OF FIREFIGHTERS	ANNUAL SALARY PRICE	ANNUAL BENEFITS	TOTAL PER FIREFIGHTER
36	\$88,423.00	\$38,990.00	\$127,413.00
3 YEAR TOTAL			
\$13,760,604.00			



## **Agreement Articles**

**Program:** Fiscal Year 2019 Staffing for Adequate Fire and Emergency Response

**Recipient:** SAN FRANCISCO FIRE DEPARTMENT

**DUNS number:** 033428819

**Award number:** EMW-2019-FF-01660

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**Article 1 Assurances, Administrative Requirements, Cost Principles, Representations and Certifications**

DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

**Article 2 DHS Specific Acknowledgements and Assurances**

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. 1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS. 2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance. 3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. 4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance. 5. Recipients of federal financial assistance from DHS must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award or, for State Administering Agencies, thirty (30) days from receipt of the DHS Civil Rights Evaluation Tool from DHS or its awarding component agency. Recipients are required to provide this information once every two (2) years, not every time an award is made. After the initial submission for the first award under which this term applies, recipients are only required to submit updates every two years, not every time a grant is awarded. Recipients should submit the completed tool, including supporting materials to [CivilRightsEvaluation@hq.dhs.gov](mailto:CivilRightsEvaluation@hq.dhs.gov). This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. 6. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to [CivilRightsEvaluation@hq.dhs.gov](mailto:CivilRightsEvaluation@hq.dhs.gov) prior to expiration of the 30-day deadline.

**Article 3 Acknowledgement of Federal Funding from DHS**

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

**Article 4 Activities Conducted Abroad**

Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

<b>Article 5</b>	<b>Age Discrimination Act of 1975</b>
<p>Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.</p>	
<b>Article 6</b>	<b>Americans with Disabilities Act of 1990</b>
<p>Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101–12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.</p>	
<b>Article 7</b>	<b>Best Practices for Collection and Use of Personally Identifiable Information (PII)</b>
<p>Recipients who collect PII are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.</p>	
<b>Article 8</b>	<b>Civil Rights Act of 1964 – Title VI</b>
<p>Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.</p>	
<b>Article 9</b>	<b>Civil Rights Act of 1968</b>
<p>Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. § 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)</p>	
<b>Article 10</b>	<b>Copyright</b>
<p>Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.</p>	
<b>Article 11</b>	<b>Debarment and Suspension</b>
<p>Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.</p>	

**Article 12 Drug-Free Workplace Regulations**

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).

**Article 13 Duplication of Benefits**

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

**Article 14 Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX**

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (1972) (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

**Article 15 Energy Policy and Conservation Act**

Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. No. 94- 163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

**Article 16 False Claims Act and Program Fraud Civil Remedies**

Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§ 3729-3733, which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)

**Article 17 Federal Debt Status**

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

**Article 18 Federal Leadership on Reducing Text Messaging while Driving**

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

**Article 19 Fly America Act of 1974**

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

**Article 20 Hotel and Motel Fire Safety Act of 1990**

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, (codified as amended at 15 U.S.C. § 2225.)

**Article 21 Limited English Proficiency (Civil Rights Act of 1964, Title VI)**

Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

**Article 22 Lobbying Prohibitions**

Recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt 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 any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

**Article 23 National Environmental Policy Act**

Recipients must comply with the requirements of the National Environmental Policy Act of 1969 (NEPA), Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq.) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

**Article 24 Nondiscrimination in Matters Pertaining to Faith-Based Organizations**

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

**Article 25 Non-supplanting Requirement**

Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

**Article 26 Notice of Funding Opportunity Requirements**

All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

**Article 27 Patents and Intellectual Property Rights**

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.

**Article 28 Procurement of Recovered Materials**

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

**Article 29 Rehabilitation Act of 1973**

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (1973), (codified as amended at 29 U.S.C. § 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

**Article 30 Reporting of Matters Related to Recipient Integrity and Performance**

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

**Article 31 Reporting Subawards and Executive Compensation**

Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

**Article 32 SAFECOM**

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

**Article 33 Terrorist Financing**

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.



**Article 34 Trafficking Victims Protection Act of 2000 (TVPA)**

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference.

**Article 35 Universal Identifier and System of Award Management (SAM)**

Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

**Article 36 USA Patriot Act of 2001**

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), Pub. L. No. 107-56, which amends 18 U.S.C. §§ 175–175c.

**Article 37 Use of DHS Seal, Logo and Flags**

Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

**Article 38 Whistleblower Protection Act**

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

**Article 39 Acceptance of Post Award Changes**

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@dhs.gov if you have any questions.

**Article 40 Prior Approval for Modification of Approved Budget**

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. § 200.308. DHS/FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. § 200.308(e) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the Federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

**Article 41 Disposition of Equipment Acquired Under the Federal Award**

When original or replacement equipment acquired under this award by the recipient or its subrecipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.

**Article 42 Environmental Planning and Historic Preservation**

DHS/FEMA funded activities that may require an EHP review are subject to FEMA's Environmental Planning and Historic Preservation (EHP) review process. This review does not address all Federal, state, and local requirements. Acceptance of Federal funding requires recipient to comply with all Federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize Federal funding. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders. To access the FEMA's Environmental and Historic Preservation (EHP) screening form and instructions go to the DHS/FEMA website at: <https://www.fema.gov/media-library/assets/documents/90195>. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. Failure to provide requisite information could result in delays in the release of grant funds. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archeological resources are discovered, applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

## Obligating document

<b>1. Agreement No.</b> EMW-2019-FF-01660	<b>2. Amendment No.</b> N/A	<b>3. Recipient No.</b> 946000417	<b>4. Type of Action</b> AWARD	<b>5. Control No.</b> WX02931N2020T		
<b>6. Recipient Name and Address</b> SAN FRANCISCO FIRE DEPARTMENT 698 2ND ST STE SAN FRANCISCO, CA 94107		<b>7. Issuing FEMA Office and Address</b> Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 1-866-927-5646		<b>8. Payment Office and Address</b> FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20742		
<b>9. Name of Recipient Project Officer</b> Mark Corso	<b>9a. Phone No.</b> 415-5583417	<b>10. Name of FEMA Project Coordinator</b> Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program		<b>10a. Phone No.</b> 1-866-274-0960		
<b>11. Effective Date of This Action</b> 09/11/2020	<b>12. Method of Payment</b> OTHER - FEMA GO	<b>13. Assistance Arrangement</b> COST SHARING	<b>14. Performance Period</b> 03/10/2021 to 03/09/2024 <b>Budget Period</b> 03/10/2021 to 03/09/2024			
<b>15. Description of Action a. (Indicate funding data for awards or financial changes)</b>						
<b>Program Name Abbreviation</b>	<b>Assistance Listings No.</b>	<b>Accounting Data(ACCS Code)</b>	<b>Prior Total Award</b>	<b>Amount Awarded This Action + or (-)</b>	<b>Current Total Award</b>	<b>Cumulative Non-Federal Commitment</b>
SAFER	97.083	2020-F9-GF01 - P431-xxxx-4101-D	\$0.00	\$13,760,604.00	\$13,760,604.00	\$0.00
Totals			\$0.00	\$13,760,604.00	\$13,760,604.00	\$0.00
<b>b. To describe changes other than funding data or financial changes, attach schedule and check here:</b> N/A						
<b><del>16. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)</del></b> This field is not applicable for digitally signed grant agreements						
<b>17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)</b> Mark Corso				<b>DATE</b> 10/14/2020		
<b>18. FEMA SIGNATORY OFFICIAL (Name and Title)</b> Christopher Logan, Acting Assistant Administrator Grant Programs Directorate				<b>DATE</b> 09/11/2020		



**SAN FRANCISCO FIRE DEPARTMENT**  
CITY AND COUNTY OF SAN FRANCISCO

To: Linda Wong, Clerk, Budget and Finance Committee, Board of Supervisors  
From: Mark Corso, Deputy Director, San Francisco Fire Department  
Date: February 1, 2021  
Re: Request for amendments to legislation for item #7 on February 3<sup>rd</sup> Agenda

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The San Francisco Fire Department is respectfully requesting a couple of amendments to legislation on the upcoming Budget and Finance Committee agenda on Wednesday, February 3<sup>rd</sup>, 2021. The item is number seven on the agenda (Accept and Expend Grant - Federal Emergency Management Agency - Hiring of New Firefighters - \$13,760,604) and is file number 201428.

The Fire Department requests two main changes to the legislation – changing the start date for the grant from March 10, 2021 to February 8<sup>th</sup>, 2021 and making the approval retroactive.

As background, the Fire Department applied for and was awarded a FEMA grant in order to hire 36 new firefighters. This grant funding is replacing hiring funds that were eliminated as part of budget reductions during the budget process last year. The Department was notified of this grant approval in the Fall of 2020. As Fire began the planning/hiring process for these new members, given social distancing and other COVID-19 protocols during the pandemic, the Department realized that it would be unable to have one class of 36 new recruits, but rather needed it needed to reduce the size of the class in order to accommodate the current health and safety guidelines. As such, the Department discussed with FEMA whether it could stagger the hiring of these new members to accommodate these requirements, which was not a problem for the grant requirements. In addition, given the fact the Department was hiring less people in the academy class, the ramp-up to the academy was shorter and the Department could then start the class a little sooner. Starting the class sooner would allow the recruits to graduate in June and be available for field operations our busy summer months. This is also was not a problem per the FEMA guidelines, so the Department is working to formalize that change in the FEMA grant system.

The Department is requesting to move the start date up to February 8<sup>th</sup>, 2021, in the grant legislation to correspond to the beginning of the recruit class, modifying the previous start date of March 10<sup>th</sup>. If approved, the Department is requesting to add retroactive to the language as well, as full approval would occur after the February 8<sup>th</sup> date.

I have attached the legislation with the proposed revisions that has been reviewed by our Deputy City Attorney. I will be present at the meeting on Wednesday to answer any questions about the proposed changes.

Please let me know if there are any questions or if any additional information is required in advance. All supporting documentation is attached. I may be reached at 415-558-3417 or at [mark.corso@sfgov.org](mailto:mark.corso@sfgov.org). Thank you for your consideration.

**SAN FRANCISCO**  **FIRE DEPARTMENT**

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Mark Corso, Finance, San Francisco Fire Department  
**DATE:** December 4, 2020  
**SUBJECT:** Accept and Expend Resolution for Grant  
  
**GRANT TITLE:** Staffing for Adequate Fire and Emergency Response Grant Program FY2019

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Attached please find the original and one copy of each of the following:

- Proposed grant resolution; original signed by Department, Mayor, Controller
- Grant information form, including disability checklist
- Grant budget
- Grant application
- Letter of Intent or grant award letter from funding agency
- Other (Explain): San Francisco Fire Commission Resolution 2020-03 requesting approval by the Board of Supervisors

**Special Timeline Requirements: N/A**

**Departmental representative to receive a copy of the adopted ordinance:**

Name: Mark Corso Phone: 558-3417

Interoffice Mail Address: 698 Second Street, San Francisco 94107

Certified copy required Yes  No

**From:** [Wong, Linda \(BOS\)](#)  
**To:** [Kittler, Sophia \(MYR\)](#)  
**Cc:** [Corso, Mark](#); [Bangcaya, Matthew \(MYR\)](#); [Peacock, Rebecca \(MYR\)](#)  
**Subject:** RE: Amended FIR SAFER Grant - Change for 2/3  
**Date:** Thursday, February 4, 2021 3:51:00 PM

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Thanks, Sophia.

Linda

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**From:** Kittler, Sophia (MYR) <[sophia.kittler@sfgov.org](mailto:sophia.kittler@sfgov.org)>  
**Sent:** Wednesday, February 3, 2021 10:19 AM  
**To:** Wong, Linda (BOS) <[linda.wong@sfgov.org](mailto:linda.wong@sfgov.org)>  
**Cc:** Corso, Mark <[mark.corso@sfgov.org](mailto:mark.corso@sfgov.org)>; Bangcaya, Matthew (MYR) <[matthew.bangcaya@sfgov.org](mailto:matthew.bangcaya@sfgov.org)>; Peacock, Rebecca (MYR) <[rebecca.peacock@sfgov.org](mailto:rebecca.peacock@sfgov.org)>  
**Subject:** FW: Amended FIR SAFER Grant - Change for 2/3

Hi Linda  
Mayor's office approves these amendments.

sophia

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**From:** Bangcaya, Matthew (MYR)  
**Sent:** Wednesday, February 3, 2021 10:17 AM  
**To:** Peacock, Rebecca (MYR) <[rebecca.peacock@sfgov.org](mailto:rebecca.peacock@sfgov.org)>  
**Cc:** Corso, Mark <[mark.corso@sfgov.org](mailto:mark.corso@sfgov.org)>; Scanlon, Olivia (FIR) <[olivia.scanlon@sfgov.org](mailto:olivia.scanlon@sfgov.org)>; Kittler, Sophia (MYR) <[sophia.kittler@sfgov.org](mailto:sophia.kittler@sfgov.org)>  
**Subject:** Amended FIR SAFER Grant - Change for 2/3

Hi Rebecca,

I apologize for the quick turnaround on this but FIR would like to amend item 7 in the B&F committee today (the \$13.7M FEMA SAFER Grant). Would you be able to submit these changes to the Clerk?

Thank you,

Matt

**Matt Bangcaya**  
Fiscal & Policy Analyst  
Mayor's Office of Public Policy & Finance  
City and County of San Francisco  
(415) 554-6617