



COUNTY OF SUSSEX, NEW JERSEY

AMERICAN RESCUE PLAN

VOLUNTEER FIRE AND EMERGENCY MEDICAL SERVICES GRANT PROGRAM

CSLFRF Assistance Listing #21.027

Project ID 13023237

On February 8, 2023, the Sussex County Board of Commissioners authorized the establishment of the American Rescue Plan Volunteer Fire and Emergency Medical Services Grant ("Fire and EMS Grant") to support local volunteer fire departments and emergency medical service organizations by procuring the necessary equipment to run their operations. Volunteer Organizations rely primarily on fundraising which was impacted sharply by the pandemic, straining capabilities to respond expeditiously to calls, while keeping the volunteers safe with proper, up-to-date equipment.

Fire and EMS Grant funds will be allocated to each grant beneficiary to help cover costs associated with the purchases of:

- Protective clothing (turnout clothing ensembles, pants, garments, helmets, hoods, gloves, footwear, etc.)
- Oxygen equipment
- Gas meters
- PPE
- Radio Equipment
- Stairchairs- Power or Manual
- Stretchers/Backboards/Straps
- AEDs
- Other Fire or EMS equipment that may be deemed eligible by the County of Sussex.

PROJECT ELIGIBILITY CRITERIA

To qualify for Fire and EMS Grant funding, each eligible applicant must:

- Show evidence of how the department was negatively affected by COVID.
- Describe the intended use of grant funding for the purchase of gear, clothing, and equipment.

- List the contact person, title and contact information who will be working with the County for the purchase of equipment.
- Submit a governing body resolution acknowledging and approving the grant application.

FUNDING AVAILABLE

The County of Sussex has appropriated a maximum of \$10,000 per volunteer organization from the American Rescue Plan State and Local Fiscal Recovery Funds to support the purchase equipment during this time of heightened community need. Funding duplication is not permitted and cannot supplant allocated funding from other sources.

APPLICANT ELIGIBILITY

All Sussex County, NJ Volunteer Fire and Volunteer EMS Organizations are eligible to apply if they:

1. Are a 501(c)(3) or 501(c)(19) tax-exempt organization; and
2. Experienced negative economic impacts or disproportionate impacts of the pandemic.

A nonprofit organization experienced a negative economic impact if, as a result of the pandemic, they sustained decreased revenues (from donations and fees); financial insecurity; increased costs (e.g. uncompensated increases in service need); capacity to weather financial hardship; and challenges covering payroll, rent or mortgage, and other operating costs.

APPLICATION PROCESS

Applicants must submit applications utilizing the online portal at (insert seamless application here). Each application shall include the following:

1. A narrative providing an overview of the organization, including the community(ies) served, number of volunteers in the organization in 2019, 2020 and current, and number of calls in the past 2 years.
2. An explanation of how the organization was negatively affected by COVID,
3. A detailed description of the proposed use of the funds, including uses of the gear, clothing and/or equipment (as applicable), and
4. A primary contact for the organization.

The Applicant shall upload the following documents to the online portal for the Fire and EMS Grant found at <https://sussexcounty.seamlessdocs.com/f/FIREANDEMSGRANT> :

- Executed Governing Body Resolution

- Copies of Form 990 from 2019 and 2020
- Form W-9 (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>)
- Quote(s) for gear, clothing or equipment requested to be purchased with the grant funds. Quotes shall indicate item number(s), a cooperative contract number if applicable (e.g. NJ State Contract), and shall not be expired.

SUBMISSION DEADLINE

The County of Sussex must be in receipt of one electronic copy of the completed application by 5:00 P.M. EST on July 31, 2023 for the applicant to be eligible for grant funding.

Incomplete applications will not be considered for funding. Applications not received by the due date above will be rejected.

GRANT FUNDING PROCESS

All awards are subject to the continuing availability of funds.

Once the application review process is complete, the applicant will be notified of the award, but no later than July 20, 2023. The Volunteer Organization will receive an agreement that will need to be signed and returned to the County. The agreement outlines the title, use, management and disposition of the equipment and supplies in compliance with Federal Grant regulations. The County will then make the appropriate purchase on behalf of the Volunteer Organization. With the exception of Self-Contained Breathing Apparatus (SCBA), some items may be purchased from a different vendor than the quote submitted in order to take advantage of quantity discounts or to be in compliance with American Rescue Plan State and Local Fiscal Recovery Fund Grant purchasing requirements. Applicant will be notified of any proposed changes.

The County's purchasing department will make arrangements for delivery of the equipment and supplies with the volunteer organization. The County has the right to inspect the equipment and supplies at any time after receipt in within the parameters of the Federal Assistance under the American Rescue Plan.

ASSISTANCE

Applicants may contact Elke Yetter at 973-579-0300 to discuss the program and project needs up to submission of the application. Questions may also be submitted via e-mail to eyetter@sussex.nj.us.

