



June 2016

Gail A. Kantak
IDNR Fire Supervisor
2404 South Duff Ave.
Ames, IA 50010
Phone: 515/ 233-8067 or 233-1161
Fax: 515/ 233-1131
e-mail: Gail.Kantak@dnr.iowa.gov

TO: FIRE PROTECTION AGENCIES IN IOWA

RE: Volunteer Fire Assistance Program - Grant Rules

Iowa has received our Fiscal Year **2016** Grant funds for the Volunteer Fire Assistance Program as authorized by the Cooperative Forestry Assistance Act of 1978. The main features of the program are:

1. Key objectives are saving lives and protecting property in rural areas.
2. Volunteer Fire Assistance Program will pay 50 percent of the cost (not to exceed a maximum of \$3500), with the local agencies also paying 50 percent. Local fire department funds **must** be available when the application is made. Local match funds may **not** be from a federal funding source.
3. **Applications Deadline: October 15, 2016.**
4. Allocated funds may only be used for equipment identified in the application form. Special requests can be made (buildings and vehicles are not eligible) but will require a more detailed description of the request and need.
5.  **IMPORTANT** **NO INDIVIDUAL ITEM CAN BE \$5000 OR MORE.**
Call if you have questions.
6. Priority will be given to: (1) applicants who **have submitted** Iowa Wildland Fire Reports during 2015 & 2016, (2) acres of state land protected, (3) communities which have not received funds under this program in the previous funding period, (4) areas of greatest need, (5) departments who utilize Wildland PPE and who have participated in wildland fire training. All interested departments are encouraged to apply!
7. The fire department must be registered with the State Fire Marshal's office and must file all incident reports in a timely manner.
8. Only communities under 10,000 population qualify.
9. All applications **must** be signed by the Fire Chief and the head of the local government agency or the financial manager for the department (i.e., mayor, chairperson of the township trustees, chairperson of the benefited fire district or fire agency, or the financial officer).
10. All applications **must submit a completed IRS Form W-9** confirming their Federal Tax ID # (this may belong to the fire department or the city) and they **must provide their DUNS#.**
11. No applications for less than \$150 (\$75 matching funds) will be approved.

12. Expenditures made between **October 1, 2015, and June 30, 2017**, will qualify. **Projects must be completed by June 30, 2017. All requests for reimbursement must be submitted and postmarked by July 31, 2017.**

All applications for funds must be made on the enclosed form titled USFS Federal Financial Assistance — Volunteer Fire Assistance(VFA) Application 2016.

Applications and IRS W-9 Forms are also available at: www.iowadnr.gov/fire

Iowa Wildland Fire Reporting Forms

Iowa Wildland Fire Reporting Forms can be downloaded from www.iowadnr.gov/fire and either mailed, faxed to 515-233-1131 or e-mailed to Gail.Kantak@dnr.iowa.gov. These reports are needed on any and all uncontrolled wildland area fires you respond to, and any prescribed or controlled wildland burns you assist with. "Wildland" is considered to be grass, pasture, field (corn, beans etc.), ditch, or timber. Without your assistance in reporting these fire events, our ability to support the fire service community with federal funds, training opportunities, valuable equipment and community awareness campaigns is terribly handicapped.

Sincerely,



Gail A. Kantak,
IDNR Fire Supervisor
Enclosures

Send Completed Application Form and IRS W-9 Form to:

Gail Kantak, Fire Supervisor
IDNR Forestry Bureau
2404 South Duff Avenue
Ames, Iowa 50010-8093
(515) 233-8067 or 1161

APPLICATION DEADLINE: OCTOBER 15, 2016