Agenda Item #: **3S4**

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date:	August 25, 2026	[X] Consent [ ] Workshop	[ ] Regular [ ] Public Hearing
Department:	Fire Rescue		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to :

A) ratify a Fiscal Year (FY) 2025 Staffing for Adequate Fire and Emergency Response Grant (SAFER) Application electronically submitted to the U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA) on June 16, 2026, requesting $4,790,502.47 with 25% Fire Rescue match in year one (1) of $647,365.20, a 25% match in year two (2) of $647,365.20 and a 65% match in year three (3) of $1,683,149.53 for a total of $7,768,382.40 for a term of three (3) years from the date of the award. The Grant will provide funding to add 20 new positions to staff a four (4) person ladder at a new Fire Station 92;

B) ratify the designation of the County Administrator, or designee, who in this case was Fire Rescue Finance Director, who acted as the County's representative for the purpose of electronically signing and submitting the FY 2025 SAFER Grant Application, including Assurances and Certifications via the DHS FEMA website which was signed and submitted on June 16, 2026; and

C) delegate authority to the County Administrator, or designee, to accept, approve, execute and submit, electronically or otherwise, on County's behalf the grant award, contract, representations, certifications, acknowledgments, assurances, standard forms and documents, reimbursement requests, amendments, time frame changes, and other necessary documents, that do not substantially change the general scope of terms and conditions of the Grant, provided that the grant award is based on DHS's updated Standard Terms and Conditions.

SUMMARY: This Grant Application requests $4,790,502.47 from DHS FEMA for the funding to add 20 new positions to staff a four (4) person ladder at new Fire Station 92 located at 4575 Lyons Road, Lake Worth. The total project cost identified in the Grant Application is $7,768,382.40 with a 25% Fire Rescue match in year one (1) of $647,365.20, a 25% match in year two (2) of $647,365.20 and a 65% match in year three (3) of $1,683,149.53. If awarded, the Grant will provide funding to staff a four (4) person ladder at new Fire Station 92. After a thorough evaluation the positions may be submitted as a supplemental request through the budget process prior to the expiration of the Grant. Otherwise these 20 positions will be eliminated at the end of the Grant. **Continued on Page 3**

Background and Justification: continued on page 3.

Attachment:

1. FY 2025 SAFER Application and related documentation
2. Emergency Grant Application Approval memo
3. DHS Standard Terms and Conditions

Recommended by: ______ 7-17-26
Assistant Fire Chief — Date

Approved by: ______ 7-17-26
Fire Rescue Administrator — Date

Approved by: ______ 7/27/26
Deputy County Administrator — Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures					
Operating Costs		$2,589,461	$2,589,461	$2,589,461	
External Revenues		($1,942,096)	($1,942,096)	($ 906,311)	
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT		*$647,365	*$647,365	*$1,683,150	
# ADDITIONAL FTE POSITIONS (Cumulative)		*20			

Is Item Included in Proposed Budget? Yes ___ No _X_
Does this item include the use of Federal Funds? Yes _X_ No ___
Does this item include the use of State Funds? Yes ___ No _X_

Budget Account No.: Fund 1300 Dept 440 Unit TBD Rev Source ____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

* Should the grant be awarded, a budget amendment will be brought to the BCC for approval. The estimated funding source for the required match of $2,977,880 will be from the Fire Rescue MSTU (Fund 1300) contingency reserves.

C. Departmental Fiscal Review: [signature], Fiscal Manager
On behalf of Lauren Magierowski

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

[signature] 7/20/26
OFMB
VX 7/14 QA 7/14
VS 7/14

[signature] 7/21/26
Contract Development and Control
ZG 7.21.26

B. Legal Sufficiency

[signature] 7/22/26
Assistant County Attorney

C. Other Department Review:

Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

Summary (continued from page 1)

The Assurance and Certifications in the Grant Application include the following: By signing this application, I certify that the organization will, to the extent practicable, seek, recruit, and hire members of racial and ethnic minority groups and women to increase their ranks within our organization. This certification appears to be inconsistent with Presidential Executive Order 14173 requiring a grant recipient to certify it does not operate any Diversity, Equity, and Inclusion (DEI) programs. It is also inconsistent with the requirement in the Grant Application's Assurance and Certifications and Notice of Funding Opportunity (NOFO) to comply with applicable executive orders. Furthermore, should the Grant be awarded to the County, the NOFO requires grant recipients to comply with the updated FY 2026 DHS Standard Terms and Conditions, which would be part of the federal award package that would need to be approved upon award. These updated Terms and Conditions require grant recipients to certify that they do not and will not operate DEI programs in violation of Federal anti-discrimination laws; and require that recipients comply with Presidential executive orders related to grants. Based on the updated DHS Terms and Conditions and the short grant submission deadline that was impending, County Administration recommended submittal of the Grant Application in reliance on the to the extent practicable provision of the certification. **The required match for this grant is estimated to be $2,977,880 over three (3) years, funded from the Fire Rescue MSTU contingency reserves. Countywide (SB)**

Background and Justification: The FY 2025 SAFER Program is a competitive grant program designed to enhance the safety of the public and firefighters with respect to fire and fire-related hazards. The SAFER Program provides direct financial assistance to eligible fire departments and volunteer firefighter interest organizations. This assistance is designed to increase the number of firefighters to help communities meet industry minimum standards, and attain 24-hour staffing. This allows for adequate protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments.

The SAFER Program requires submission of Grant Applications by electronic format in order to assure an efficient review and competitive scoring of all funding requests submitted under this program. The deadline for submission of this Grant Application to the grantor agency was 5:00 p.m. on June 22, 2026. Pursuant to Section 309.00 of the Palm Beach County Administrative Code, the Mayor of the Board of County Commissioners (BCC) approved this Grant Application, which now must be ratified by the BCC. The Grant Application includes certifications of compliance with required assurances and certifications, as stated in the application and related program guidance.

Status: Pending AOR signature

Fiscal Year (FY) 2025 Staffing for Adequate Fire and Emergency Response (SAFER) Grant

Application ID: EMW-2025-FF-00547

OMB number: 1660-0054, Expiration date: 11/30/2022 View burden statement

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.

COUNTY OF PALM BEACH

Information current from SAM.gov as of:	**06/07/2026**
UEI-EFT:	**XL2DNFMPCR44**
DUNS (includes DUNS+4):	**078470481**
Employer Identification Number (EIN):	**596000785**
Organization legal name:	**COUNTY OF PALM BEACH**
Organization (doing business as) name:	
Mailing address:	**301 N OLIVE AVE 2ND FLOOR WEST PALM BEACH, FL 33401-4700**
Physical address:	**301 N OLIVE AVE WEST PALM BEACH, FL 33401-**
Is your organization delinquent on any federal debt?	**N**
SAM.gov registration status:	**Active as of 12/30/2025**

☑ 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 or organization name)	**Palm Beach County Fire Rescue**

Main address of location impacted by this grant

Main address 1	**405 Pike Rd**
Main address 2	
City	**West Palm Beach**
State/territory	
Zip code	**33411**
Zip extension	**3815**
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?	**Palm Beach**

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., 2021) **2026**

Fiscal Year	**Operating budget**
2026	$590,833,497.00
2025	$539,405,766.00
2024	$478,307,510.00
2023	$426,454,531.00

What percentage of the declared operating budget is dedicated to personnel costs (salary, benefits, overtime costs, etc.)? **73**

Does your department have any rainy day reserves, emergency funds, or capital outlay? **Yes**

What is the total amount currently set aside? **17000000.00**

Describe the planned purpose of this fund. **Palm Beach County Fire Rescue is a Municipal Service Taxing Unit, which is required to maintain its own reserves. FY 2026 contingency reserves are used for unanticipated expenditures outside the budget process, for any natural disasters such as hurricanes, floods, public health emergencies and other disasters. Although this seems like a large amount, this is only 2.87% of the operating budget.**

What percentage of the declared operating budget is derived from the following	**2026**
Taxes	85.6
Bond issues	0
EMS billing	7.3
Grants	0.7
Donations	0

What percentage of the declared operating budget is derived from the following	**2026**
Fund drives	0
Fee for service	2.3
Other	4.1
Total	100 %

Please explain the "Other" portion of the declared operating budget.

The other Category is made up of Interest Earnings, Operating transfers in, and miscellaneous revenues such as sale of surplus fixed assets, firefighters supplemental compensation (Florida Statute Chapter 633), and refund from prior year expenditures.

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

Palm Beach County Fire Rescue (PBCFR) is requesting SAFER funding because local revenues are insufficient to fund the additional firefighter positions needed to meet growing service demands and staff new fire stations. Although PBCFR operates a large budget, most revenue is committed to personnel, operational & infrastructure costs, leaving limited capacity to add firefighters without federal assistance. PBCFR is a Municipal Service Taxing Unit that funds fire-rescue services through property taxes (85.6%), EMS transport fees (7.3%), service fees (2.3%), grants (0.7%), and other revenues (4.1%). The FY2026 operating budget is approximately $590.8 million. Personnel costs account for 73% of the budget. Remaining funds support essential, largely non-discretionary expenses. Budget Breakdown: Salaries & Benefits = $431,758,713 (73.1%) Training = $2,760,495 (.5%) IT Contractual/Professional Services = $10,235,415 (1.7%) Communications/Facility Maintenance/Utilities/Rent = $24,299,917 (4.1%) Property Appraiser/Tax Collector/Indirect Costs = $13,792,735 (2.3%) Medical Supplies/PPE/Uniforms = $21,890,784 (3.7%) Capital Equipment/Apparatus = $69,095,438 (11.7%) Contingency Reserves = $17,000,000 (2.9%) TOTAL FY2026 SALARY & OPERATING BUDGET = $590,833,497 Available revenues have not kept pace with growth, inflation,

and service demands. The Board of County Commissioners has maintained the same millage rate for 18 years despite significant population growth and rising operating costs. Any increase would require Board approval and potentially a supermajority vote. The Board has provided no indication a tax increase will be pursued, limiting PBCFR's ability to generate additional revenue. PBCFR is facing significant future revenue reductions. In FY2027, the department will lose its contract to provide fire-rescue services to the Town of Jupiter, resulting in the loss of more than $30 million annually in revenue. Although the revenue will be eliminated, firefighter staffing must remain in the area to serve unincorporated residents. In addition, a property tax relief plan approved during Florida's 2026 Special Session could further reduce PBCFR revenues by an estimated $59.4 million in FY2028 and an additional $46.1 million in FY2029 if approved by voters. These anticipated losses will further restrict the department's financial flexibility. PBCFR continues to grow. Since 2009, the population has increased 28%, from 760,578 residents to 976,900. To meet this growth, PBCFR opened 2 new stations in 2024 and will open another within the year. Additional stations will be needed, but funding has not kept pace with the personnel and infrastructure costs required to support growth. PBCFR has pursued alternative funding sources, including grants, impact fees, EMS transport fees, and other revenue mechanisms. However, these sources have proven insufficient to meet long-term staffing needs. During the last 15 years, the department collected only $10.6 million in impact fees, while construction of a single fire station now averages $18–20 million. Construction costs have increased from approximately $405 per square foot in 2018 to $920 in 2025. Rising fuel costs, inflation, supply-chain disruptions, and escalating construction expenses continue to reduce purchasing power and compete directly with staffing needs. Without SAFER funding, PBCFR will be forced to delay hiring needed to support and new stations. As service demands increase, the department may operate fewer units, delay staffing new stations, increase overtime, and face greater challenges during simultaneous incidents. These limitations could increase response times and reduce the department's ability to respond effectively to fires, medical emergencies, hazardous materials incidents, technical rescues, and disasters. Federal assistance is essential to maintain staffing, protect firefighter safety, and ensure continued service delivery to one of Florida's fastest-growing communities.

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.	**FY2022 SAFER Grant to add a 4th person to our 6 Aerial Apparatus**

Applicant and community trends

Please provide the following additional information about the applicant.

Injuries and fatalities	2025	2024	2023
What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years?	3	6	9
What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years?	41	67	57
What is the total number of line of duty member fatalities in your jurisdiction over the last three calendar years?	0	0	0
What is the total number of line of duty member injuries in your jurisdiction over the last three calendar years?	18	3	4
What is the total number of members with self-inflicted fatalities over the last three years?	0	0	0

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.

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.	46	184	140
Ambulances for transport and/or emergency response.	57	228	170
Tankers or tenders (water capacity of 1,000 gallons or more).	4	8	4
Aerial apparatus: aerial ladder truck, telescoping, articulating, ladder towers, platform, tiller ladder truck, quint.	6	24	24
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.	19	38	0
Rescue vehicles: rescue squad, rescue (light, medium, heavy), technical rescue vehicle, hazardous materials unit.	2	8	4
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.	58	116	48

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.	**Palm Beach County Fire Rescue (PBCFR) is experiencing increased service demand and operational risk due to rapid population growth, expanding development, an aging population, and steadily increasing emergency call volume. These factors have significantly increased the frequency and complexity of incidents while placing greater**

demands on frontline personnel and emergency response resources. Palm Beach County continues to be one of Florida's fastest-growing regions. Over the past decade, the county population has increased by 15.2% and is projected to grow an additional 9.5% by 2030. The county is also experiencing substantial growth among older adults, resulting in increased demand for emergency medical services and more frequent responses to complex medical emergencies. In addition, Palm Beach County welcomed approximately 10.7 million visitors in 2025, creating seasonal population surges that further increase demand for emergency services. To accommodate this growth, significant residential and commercial development is occurring throughout the county. New multi-story residential buildings, mixed-use developments, healthcare facilities, hotels, and higher-density residential communities are increasing the complexity of emergency response operations. These developments require greater staffing resources to safely and effectively manage incidents, conduct rescue operations, and maintain firefighter safety. PBCFR has experienced a sustained increase in emergency call volume, averaging approximately 2–3 percent annually over the past decade, with increases exceeding 5 percent during FY2021 and FY2022. The continued rise in call volume increases the likelihood of simultaneous incidents, extends unit commitment times, and places additional workload on existing personnel. As demand increases, maintaining adequate staffing levels becomes increasingly critical to ensuring timely emergency response and preserving firefighter safety. Grant-funded positions will enable PBCFR to increase frontline staffing, reduce the impact of staffing shortages caused by increasing call volume and population growth, improve response capabilities during simultaneous incidents, and enhance firefighter safety by ensuring adequate personnel are available to perform critical fire ground and emergency medical operations. While PBCFR has continued to expand services through the construction of new stations and deployment of additional resources, population growth and development continue to outpace staffing growth. Increased traffic congestion and longer travel

distances further challenge the department's ability to maintain desired response performance standards and ensure sufficient personnel are available when multiple emergencies occur simultaneously. These factors have created an increasing need for additional firefighters to meet current and future service demands. Additional staffing will help PBCFR maintain effective emergency response capabilities, improve firefighter safety, support appropriate staffing levels on emergency incidents, and ensure the department can continue providing high-quality service to a rapidly growing community.

Community description

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

Type of jurisdiction served	**County**
What type of community does your organization serve?	**Suburban**
What is the square mileage of your first due response zone/jurisdiction served?	**1769**
What percentage of your primary response area is protected by hydrants?	**25**

What percentage of your primary response area is for the following:	Percentage (must sum to 100%)
Agriculture, wildland, open space, or undeveloped properties	70
Commercial and industrial purposes	6
Residential purposes	24
Total	100

What is the permanent resident population of your first due response zone/jurisdiction served?	**976900**
Do you have a seasonal increase in population?	**Yes**

What is your seasonal increase in population (number of people)?	**158876**
Please describe your organization and/or community that you serve.	**Palm Beach County Fire Rescue (PBCFR) is an ISO Class 1 fire-rescue agency serving the unincorporated areas of Palm Beach County and 19 municipalities in southeastern Florida. PBCFR protects approximately 1,769 square miles and serves more than 976,900 permanent residents. During the winter season, the population exceeds 1.1 million due to seasonal residents. Palm Beach County is one of Florida's largest and fastest-growing counties. The service area includes urban, suburban, rural, agricultural, coastal, and environmentally sensitive areas, creating a complex response environment. The county contains multi-story residential and commercial structures, major transportation corridors, healthcare facilities, schools, assisted living facilities, nursing homes, agricultural operations, and extensive wildland areas. Large portions of the county remain undeveloped or lack hydrant coverage, requiring specialized suppression strategies. The community faces numerous hazards, including structure and wildland fires, hazardous materials incidents, technical rescues, severe weather, flooding, hurricanes, and mass-casualty events. South Florida's subtropical climate contributes to year-round emergency response demands, including drought conditions and tropical storms. The county's extensive conservation lands, including portions of the Everglades ecosystem, further increase wildfire risk. Palm Beach County is also home to a large and growing senior population. The median age is approximately 45 years, and 23% of residents are age 65 or older. Numerous retirement communities, assisted living facilities, and nursing homes create increased demand for emergency medical services and responses involving medically vulnerable populations. Many older adults live alone, increasing the need for emergency intervention and community-based healthcare support. The size, growth, and complexity of the county create significant staffing challenges for PBCFR. Firefighters must respond to emergencies across diverse environments while maintaining adequate staffing levels for simultaneous emergencies. Continued population**

growth, increasing call volume, and ongoing development have increased demand for emergency services and require additional personnel to maintain response capabilities, support safe operations, and protect both firefighters and the communities they serve. In FY2025, PBCFR responded to 156,526 emergency incidents, including fire suppression, emergency medical services, hazardous materials incidents, technical rescues, and other all-hazard responses. The department operates 51 fire stations, more than 190 frontline apparatus, and employs over 1,600 career firefighters. All suppression personnel are certified to NFPA 1001 Firefighter I and II standards and are dual-certified as EMTs and/or Paramedics. PBCFR provides structural and wildland fire suppression, ALS and BLS transport, hazardous materials response, technical rescue, special operations, aeromedical services, aircraft rescue and firefighting, fire prevention, fire investigations, public education, ocean rescue, community assistance, and Mobile Integrated Health services. The department is fully NIMS compliant, participates in NERIS reporting, and maintains compliance with NFPA 1500 and NFPA 1582 standards. In addition to serving its primary jurisdiction, PBCFR provides automatic aid, mutual aid, and dispatch services throughout Palm Beach County and supports neighboring jurisdictions in Broward and Martin Counties. As a regional response agency, PBCFR plays a critical role in protecting residents, visitors, and critical infrastructure across one of Florida's largest and most diverse service areas.

Call volume

Summary	2025	2024	2023
Fire - NFIRS Series 100	1365	1402	1381
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	47	43	54

Summary	2025	2024	2023
Rescue & Emergency Medical Service Incident - NFIRS Series 300	117055	117073	115608
Hazardous Condition (No Fire) - NFIRS Series 400	1595	1815	1707
Service Call - NFIRS Series 500	8176	7688	7450
Good Intent Call - NFIRS Series 600	16962	16891	16972
False Alarm & Falls Call - NFIRS Series 700	8784	8886	8436
Severe Weather & Natural Disaster - NFIRS Series 800	18	13	39
Special Incident Type - NFIRS Series 900	132	111	145
Total	154134	153922	151792

Fire

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?	2025	2024	2023
"Structure Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 111-120)	457	507	472
"Vehicle Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 130-138)	275	282	322
"Vegetation Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 140-143)	322	333	287
Total	1054	1122	1081

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

Total acreage per year	2025	2024	2023
Total acreage of all vegetation fires	23	804	141

Rescue and emergency medical service incidents

How many responses per year per category?	2025	2024	2023
"Motor Vehicle Accidents" (Of the NFIRS Series 300 calls, NFIRS Codes 322-324)	6615	7149	7220
"Extrications from Vehicles" (Of the NFIRS Series 300 calls, NFIRS Code 352)	16	23	26
"Rescues" (Of the NFIRS Series 300 calls, NFIRS Code 300, 351, 353-381)	996	1020	981
EMS-BLS Response Calls	0	553	137
EMS-ALS Response Calls	109951	110663	112415
EMS-BLS Scheduled Transports	0	0	0
EMS-ALS Scheduled Transports	0	0	0
Community Paramedic Response Calls	780	860	686
Total	118358	120268	121465

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?	2025	2024	2023
Amount of times the organization received Mutual Aid	0	0	0
Amount of times the organization received Automatic Aid	4944	4996	5140
Amount of times the organization provided Mutual Aid	106	170	196
Amount of times the organization provided Automatic Aid	2634	2783	2689
Of the Mutual and Automatic Aid responses, amount that were structure fires	234	250	221
Total	7918	8199	8246

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: $7,768,382.40

Program area: Hiring of firefighters

Activity: Hiring of Firefighters $7,768,382.40

Hiring of Firefighters activity questions

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

Select the item that best describes the NFPA standard your department is attempting to meet: **1710 - with aerial**

What is the department's current (at the start of the application period) budgeted operational staffing level? Include all budgeted positions, even if they are not currently filled.

Current budgeted operational staffing level	**1751**
How many budgeted, but vacant operational positions does your department have at the start of the application period?	**123**

Please enter information about your organization's staffing levels in the table below .

Staffing levels	Total number of operational career personnel	Number of operational career officers	Number of NFPA support
Staffing levels at the start of the application period	1628	609	1571
Staffing levels at one year prior to the start of the application period	1562	583	1547
Staffing levels at two years prior to the start of the application period	1473	544	1453
If awarded this grant, what will the staffing levels be in your department?	1407	537	1394

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	**Palm Beach County Fire Rescue (PBCFR) currently operates on a 3-shift, 24-hour schedule. In FY2027, the department will transition to a 4-shift, 24-hour schedule. Minimum daily staffing is 357 personnel and will remain at 357 when the schedule changes are made. Minimum**

or Kelly Days, please be sure to include details.	**daily staffing includes 10 Battalion Chiefs and 10 EMS Captains assigned to operational shifts. District Chiefs are not included in minimum daily staffing. PBCFR currently employs 9 District Chiefs who work a 40-hour Monday through Friday schedule and respond on overtime for after-hours, weekend, and major emergency incidents as needed. Battalion Chiefs and all suppression/EMS personnel are currently assigned to 24-hour shifts and work a 48-hour average workweek with a Kelly Day. In FY2027, they will transition to a 24-hours-on/72-hours-off rotation. PBCFR currently operates 51 fire stations and staffs 192 frontline response units. Staffing assignments include: • Aerial – Ladders or Trucks: 4 personnel • Engine: 3 personnel • Stand-alone engines (stations where this is the only unit): 4 personnel • Rescue/Ambulance units: 3 personnel • Water tenders: 1 personnel • Brush units: cross-staffed by assigned suppression personnel The department's staffing model is designed to provide countywide fire suppression, emergency medical services, technical rescue, hazardous materials response, and all-hazards emergency response coverage across Palm Beach County's 1,769-square-mile service area.**
Does your department utilize part-time or reserve 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 NFPA 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?	**Rarely (1 to 19%)**
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?	**3**
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?	**3**
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	**Yes**

the completion of the period of performance?	
Please provide a brief description on how the positions will be sustained.	**PBCFR intends to sustain all SAFER-funded positions through its regular operating budget upon completion of the grant period. The requested positions are necessary to support ongoing service delivery needs associated with population growth, increasing call volume, and the operation of new fire stations. Because these positions address ongoing operational needs, PBCFR is committed to retaining them after the grant period ends. The Fire Rescue Administrator and Palm Beach County leadership recognize the importance of maintaining adequate staffing levels to ensure firefighter safety, effective emergency response, and continued operational readiness. Accordingly, the department anticipates sustaining these positions through local funding following the conclusion of the SAFER grant.**
Describe the department's step-by-step hiring process (application period, written test, physical, approval) and the timeline for each step.	**Palm Beach County Fire Rescue (PBCFR), in partnership with Palm Beach County Human Resources (PBCHR), administers a comprehensive hiring process to identify qualified firefighter candidates and establish eligibility lists for future recruit classes. Application Period (2 Days): Applications are accepted annually during a two-day application period. Individuals who have submitted an interest card are notified approximately two weeks in advance. PBCFR typically receives about 700 applications per hiring cycle. Application Review (3 Weeks):**

	PBCHR reviews applications for completeness and verifies minimum qualifications. Written Examination (1–2 Weeks): Qualified applicants complete a two-part written examination. Candidates meeting the cutoff score advance to the next phase. Oral Interviews (2 Weeks): Candidates participate in an in-person interview conducted by a panel of trained PBCFR officers. Applicants are ranked based on interview scores and placed on an eligibility list. Conditional Offer (1 Week): Selected candidates receive a conditional offer of employment. Medical and Background Screening (4–6 Weeks): Candidates complete a medical examination, criminal background check, employment verification, driving record review, and other required screenings. Onboarding (1–2 Weeks): Successful candidates complete HR processing, are evaluated by the PBCFR Exercise Physiologist, complete employment documentation, and are fitted for uniforms and personal protective equipment. Recruit Academy Appointment: Candidates who successfully complete all requirements are assigned to a recruit class based on staffing needs and academy scheduling. The entire hiring process typically requires 10-16 weeks from application review through completion of pre-employment processing.
How many recruits can be trained in one academy class?	**40**
How long after award will the department be able to start a recruit class?	**Palm Beach County Fire Rescue (PBCFR) anticipates beginning a recruit class within approximately 2 to 4 months**

	following the grant award, depending on the timing of the award and the status of the department's current hiring cycle. PBCFR conducts its hiring process in coordination with Palm Beach County Human Resources. The process includes application review, qualification verification, a two-part written examination, oral interviews, a conditional offer of employment, a medical examination, physical assessment, and criminal, employment, and driving background investigations. The hiring process typically requires approximately three months to complete from application review through final onboarding. Because PBCFR regularly conducts hiring processes and maintains eligibility lists, the department is well-positioned to quickly initiate recruitment, onboarding, and hold a recruit academy upon receipt of grant funding.
How often are your recruit classes held?	**Palm Beach County Fire Rescue (PBCFR) typically conducts recruit classes on a quarterly basis. Additional recruit classes may be scheduled as needed to address staffing requirements, attrition, operational needs, or grant-funded hiring initiatives. The department maintains an established recruitment and hiring process that allows it to adjust academy schedules to meet organizational staffing demands.**
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.	**Based on previous federal grant awards, Palm Beach County Fire**

	Rescue (PBCFR) anticipates requiring approximately 60 days to formally accept and implement a grant award. Upon notification of an award, the Fire Rescue Administrator coordinates with Palm Beach County Administration to obtain authorization to proceed with grant acceptance. The grant award is then presented to the Palm Beach County Board of County Commissioners (BCC) for formal acceptance. At the same meeting, the BCC typically approves the necessary budget amendment to establish the grant budget and authorize expenditure of grant funds. The Board of County Commissioners generally meets one to two times per month. Depending on the timing of the award notification and the Board's meeting schedule, the grant acceptance and budget approval process may take up to 60 days to complete. PBCFR has extensive experience administering federal grants and anticipates no issues completing the acceptance process within this timeframe.
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.	**PBCFR's request is based on a staffing and risk analysis conducted by the department's Planning Section. The analysis evaluated call volume, response times, NFPA 1710 performance, unit availability, population growth, and firefighter safety risks. Results showed that a new fire station staffed with a 4-person ladder company is needed to meet increasing**

	service demands and reduce firefighter and civilian risk. Using historical incident and deployment data, PBCFR compared current performance to projected performance with the requested staffing. NFPA 1710 compliance for first-arriving engine within 4 minutes would improve from 2% to 29%, while full first-alarm staffing of 17 personnel within 8 minutes would improve from 13% to 81%. Average time to meet OSHA 2-in/2-out requirements would improve from 7:12 to 5:29, while incidents meeting the standard within 4:00 would increase from 0% to 29%. The additional ladder company would also improve PBCFR's ISO deployment score.
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.	**.Palm Beach County Fire Rescue (PBCFR), through Palm Beach County Human Resources, maintains a veterans' preference policy in accordance with Florida Statute 295. The policy is designed to support the recruitment, hiring, and retention of eligible veterans and qualifying family members. Qualified veterans and eligible family members receive preference in the employment selection process as provided by state law. In addition, qualifying individuals are afforded retention preference during workforce reductions or layoffs. PBCFR actively supports the employment of veterans and recognizes the valuable skills, training, leadership, and experience they bring to the fire service.**

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?	**PBCFR is requesting $4,790,502 in SAFER funding to hire 20 firefighters to staff a new 4-person ALS ladder company at a fire station scheduled for completion in late 2026. The 20 positions are based on 4 personnel per shift, 4 shifts and a 1.2 relief factor to maintain staffing during leave usage. The need for these positions was identified through a comprehensive risk assessment conducted jointly by PBCFR and the Professional Firefighters/Paramedics of Palm Beach County, IAFF Local 2928. A detailed statistical analysis evaluated population growth, emergency call volume, response times, unit availability, NFPA 1710 performance, and firefighter and community risk. Historical data was used to compare current and projected service levels. The proposed station will serve a rapidly developing area that was historically horse farms and polo fields but has experienced significant residential growth in recent years. Between 2010 and 2025, the population within the**

station's first-due area increased from 11,563 to 18,035 residents, a 56% increase. During the same period, housing units increased by 68%. Continued development is expected to increase demand for emergency services. The new station's first-due area encompasses more than 11 square miles and currently generates over 2,700 emergency incidents annually. Existing resources cannot consistently meet response objectives. Approximately 55% of incidents exceed the department's response-time standard of 7:30, while 31% exceed 9:00. The nearest ladder company is located nearly 7 miles away, delaying the arrival of critical fire suppression, rescue, ventilation, and advanced life support resources. Adding a 4-person ALS ladder company will significantly improve service delivery, firefighter safety, and compliance with national standards. Modeling projects an average reduction of more than 2.5 minutes in response times in the primary response area while substantially improving unit availability. The additional staffing will also reduce the time required to meet OSHA 2-in/2-out requirements, establish an effective response force more quickly, and improve firefighter safety. The proposed staffing will improve NFPA 1710 first-arriving unit performance within 4:00 from 2% to 29% and increase the department's ability to assemble the required 17-person effective response force within 8:00 from 13% to 81% in the first-due area. These improvements will allow firefighters to initiate critical

	fireground operations sooner, reducing fire growth, limiting property loss, improving rescue opportunities, and increasing survivability for occupants and firefighters. Without these positions, the department will be unable to provide the level of service necessary to meet the needs of this rapidly growing area. SAFER funding will enable PBCFR to place critical personnel in service, improve response performance, enhance firefighter safety, and better protect the residents, businesses and visitors.
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)?	**Upon award of SAFER funding, PBCFR will hire, train, and deploy 20 firefighters to staff a new 4-person ALS ladder company at a fire station scheduled to open in late 2026. The 20 positions are based on staffing 4 firefighters per shift across 4 shifts, plus a 1.2 relief factor to maintain minimum staffing levels during leave usage. The new station is being constructed in one of the fastest-growing areas of Palm Beach County. What was once horse farms and polo fields has experienced significant residential development and is projected to continue growing over the coming years. The additional staffing will allow PBCFR to place a fully staffed ladder company into service as the area develops, ensuring emergency response resources keep pace with increasing demand. Funding these positions will improve firefighter and community safety by increasing the number of personnel available to respond to emergencies and reducing response times throughout the**

service area. The additional ladder company will strengthen the department's ability to assemble an effective response force, meet OSHA 2-in/2-out requirements more quickly, and improve compliance with NFPA 1710 deployment objectives. Earlier arrival of suppression and rescue resources allows firefighters to initiate critical fireground operations sooner, reducing fire growth, limiting property damage, improving rescue opportunities, and increasing survivability for both occupants and firefighters. The grant award will also improve daily operations by increasing unit availability and reducing reliance on more distant apparatus to provide ladder coverage. The additional company will enhance service delivery during simultaneous incidents, improve system resilience during periods of high call volume, and provide greater operational flexibility throughout the response network. Importantly, SAFER funding will allow PBCFR to open and staff the new station without reducing staffing levels at existing stations or diverting resources from other critical operational needs. This ensures that service levels are maintained countywide while expanding protection to a rapidly growing area. The long-term benefits include improved emergency response performance, enhanced firefighter safety and wellness, reduced risk to lives and property, increased apparatus coverage, and greater capacity to serve a growing population. The additional staffing will also

	support the department's ability to maintain its ISO Class 1 rating and provide the level of service expected by residents, businesses, and visitors throughout Palm Beach County.
What specific services will the requested positions provide to the fire department and community?	**The requested 20 firefighter positions will allow PBCFR to staff a new 4-person ALS ladder company at a fire station scheduled to open in late 2026. These positions will expand the department's emergency response capabilities in a rapidly growing area while ensuring existing stations remain fully staffed and operational. The new ladder company will provide a full range of emergency services, including structural firefighting, advanced life support (ALS) emergency medical response, hazardous materials response, technical rescue support, fire prevention activities, and disaster response. The company will respond to fires, medical emergencies, vehicle crashes, hazardous materials incidents, severe weather events, and other all-hazard emergencies throughout its first-due area and as part of the countywide response system. In addition to emergency response, personnel assigned to the new company will provide community risk-reduction services, including public education programs, smoke alarm installation and outreach, child passenger safety seat installation, blood pressure screenings, and other community assistance initiatives. These services help reduce community risk, improve public safety awareness, and strengthen relationships between the fire department and the residents it**

serves. The additional staffing will improve operational effectiveness by reducing response times, increasing unit availability, and enhancing coverage throughout the surrounding response area. The ladder company will provide critical fireground functions such as search and rescue, ventilation, forcible entry, ladder operations, and rapid intervention support. Earlier arrival of these resources improves the department's ability to protect lives and property while limiting fire growth and property damage. The requested positions will also enhance firefighter safety by improving compliance with OSHA 2-in/2-out requirements and supporting the assembly of an effective response force consistent with NFPA 1710 objectives. Additional personnel on scene allow critical fireground operations to begin more quickly and reduce the need for firefighters to operate with limited staffing during high-risk incidents. The new company will also strengthen automatic aid and mutual aid capabilities throughout Palm Beach County by improving system-wide unit availability and reducing reliance on distant ladder companies. This increased capacity will help ensure specialized resources remain available for simultaneous incidents and large-scale emergencies. Overall, the requested positions will improve emergency response performance, increase firefighter safety, expand community risk-reduction services, and enhance PBCFR's ability to protect the lives and property of residents,

businesses, and visitors throughout the community.

Describe how funds awarded through this grant would enhance the department's ability to protect critical infrastructure within the primary response area.	**PBCFR protects critical infrastructure throughout Palm Beach County, including research institutes, 15 hospitals, 245 assisted living and nursing facilities, correctional institutions, power plants, water and wastewater facilities, airports, major highways, rail systems, distribution centers, schools, colleges, industrial facilities, environmentally sensitive areas, Lake Okeechobee, the Herbert Hoover Dike, 45 miles of coastline, and 20 drawbridges. Palm Beach County is a major tourist destination. PBCFR has automatic and mutual aid agreements with all of the fire departments within the county and 3 fire departments in surrounding counties. The requested SAFER-funded positions will staff a new 4-person ALS ladder company at a fire station currently under construction and scheduled to open in late 2026. The station will serve a rapidly growing 11 square mile area with more than 18,000 residents. Within the primary response area, critical infrastructure includes Florida's Turnpike, three schools, a large assisted living facility, commercial occupancies, an 18-hole golf course built on a former landfill, and some older residential neighborhoods. The primary response area currently generates more than 2,700 emergency incidents annually. Existing resources are challenged to meet response objectives, with approximately 55% of incidents exceeding the**

department's response-time standard of 7:30. The nearest ladder company is nearly 7 miles away, delaying the arrival of critical fire suppression, rescue, ventilation, and advanced life support resources. Funding these positions will enhance protection of critical infrastructure by reducing response times, increasing unit availability, and improving effective response force assembly. Modeling projects an average reduction of more than 2 minutes in overall response times throughout the first-due area. The proposed staffing will improve NFPA 1710 first-arriving unit performance within 4 minutes from 2% to 29% and increase the department's ability to assemble the required 17-person effective response force within 8 minutes from 13% to 81%. These improvements directly reduce risk to critical infrastructure by enabling firefighters to initiate rescue operations, fire attack, ventilation, and incident stabilization sooner. Faster intervention limits fire growth, reduces property damage, improves life safety outcomes, and decreases the likelihood of incidents escalating into large-scale events that disrupt essential community services. The additional ladder company will also enhance operational capacity for technical rescue, hazardous materials incidents, and major transportation emergencies along Florida's Turnpike. By improving response performance and staffing, the requested positions will strengthen PBCFR's ability to

protect critical infrastructure, preserve property, and safeguard residents, businesses, and visitors.

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.

Without funding for the requested positions, PBCFR will be unable to staff the new fire station with a 4-person ALS ladder company, leaving a rapidly growing area dependent on resources responding from neighboring districts. As development and call volume continue to increase, residents and firefighters will face greater risks associated with longer response times, reduced unit availability, and delayed arrival of critical emergency resources. The new station's first-due area generates more than 2,700 emergency incidents annually and continues to experience significant residential growth. Currently, approximately 55% of incidents in the area exceed the department's response-time standard of 7:30. Without the requested staffing, those response challenges will continue, increasing the likelihood of delayed fire suppression, rescue operations, emergency medical care, and other critical services. The area is currently served primarily by neighboring companies, including Station 32, which responds to more than 4,500 incidents annually and transports more than 2,400 patients each year. High call volume, increasing traffic congestion, and extended hospital turnaround times frequently affect unit availability. When these units are

committed to other incidents, response times increase and coverage gaps can occur throughout the surrounding service area. The absence of a staffed ladder company will also adversely affect firefighter safety. Structure fires require sufficient personnel to perform critical tasks simultaneously, including fire attack, search and rescue, ventilation, rapid intervention, water supply, and incident command. With current staffing levels, the first-arriving company is often unable to initiate interior firefighting operations until additional personnel arrive to satisfy OSHA 2-in/2-out requirements and establish an effective response force. Without these positions, the department's ability to meet NFPA 1710 staffing and response objectives will remain significantly limited. Delays in assembling the required 17-person effective response force allow fires additional time to grow, increasing the risk of civilian injuries, firefighter injuries, property loss, and fire spread to adjacent structures. Firefighters may also face increased physical and mental stress when operating with insufficient personnel, leading to fatigue and greater exposure to injury risks. Funding these positions will reduce these risks by providing dedicated staffing for the new ladder company, improving response performance, increasing unit availability, and ensuring that sufficient personnel arrive quickly to safely and effectively manage emergencies. The requested positions are essential to

	protecting both the community and the firefighters who serve it in one of Palm Beach County's fastest-growing areas.
How will that risk be reduced if awarded?	**Awarding this SAFER grant will significantly reduce risk to both firefighters and the community by providing the staffing necessary to place a new 4-person ALS ladder company in service at a fire station scheduled to open in late 2026. The additional personnel will improve emergency response performance, increase unit availability, and ensure sufficient staffing is available to safely and effectively manage emergencies in a rapidly growing area. The new ladder company will respond to fire, rescue, hazardous materials, and emergency medical incidents within its first-due area and surrounding response zones. By placing resources closer to the community, the department projects an average reduction in response times from more than 8 minutes to less than 6 minutes. Faster response times will improve outcomes for medical emergencies, fires, rescues, and other time-critical incidents where seconds can affect survivability and property conservation. The additional staffing will also improve firefighter safety by increasing the number of personnel available during emergency operations. Currently, it can take more than 7 minutes for 4 firefighters to arrive on scene and satisfy OSHA 2-in/2-out requirements for interior structural firefighting. Staffing the new ladder company will reduce the time required to**

assemble sufficient personnel, allowing critical fireground operations to begin sooner while maintaining safe staffing practices. The proposed staffing will significantly improve NFPA 1710 performance within the first-due area. Modeling projects that first-arriving unit performance within 4 minutes will increase from 2% to 29%, while the department's ability to assemble the required 17-person effective response force within 8 minutes will improve from 13% to 81%. These improvements will allow firefighters to initiate fire attack, search and rescue, ventilation, rapid intervention, and other critical tasks sooner, reducing the likelihood of fire growth and incident escalation. The grant award will also improve unit availability throughout the surrounding response area. Calls that are currently handled by neighboring stations will be distributed more effectively, reducing the frequency of units being committed outside their primary service areas. This will strengthen system-wide coverage and improve emergency response capability throughout the region. By reducing response times, increasing staffing, improving compliance with national standards, and enhancing firefighter safety, the requested positions will directly reduce community risk. Faster intervention will improve rescue opportunities, reduce civilian and firefighter injuries, limit property loss, and enhance the department's ability to protect lives and property throughout Palm Beach County.

Cost benefit

Describe the benefits (e.g., quantifying the anticipated savings and/or efficiencies) the department and community will realize if awarded the positions requested in this application.	**The federal funding request of $4,790,502 over 3 years represents an investment of $1.6 million annually for the 18,000 residents directly served by the new station. This investment equates to $89/resident. When distributed across the entire PBCFR service population of 976,900, the cost is $1.63/resident, divided by 20 new firefighters comes to 8 cents/firefighter. In return, the community will benefit from reduced response times, improved firefighter safety, and enhanced protection of life and property. Funding these positions will reduce response times and improve unit availability which will improve outcomes for fires, medical emergencies, vehicle crashes, technical rescues, and other life-threatening incidents where every minute is critical. The additional staffing will substantially improve firefighter and civilian safety. The new ladder company will improve NFPA 1710 first-arriving unit performance within 4 minutes from 2% to 29% and increase the department's ability to assemble the required 17-person effective response force within 8 minutes from 13% to 81% in the first-due area. These improvements translate directly into reduced fire growth, lower property loss, increased rescue opportunities, improved survivability for occupants, and reduced risk to firefighters. Earlier intervention allows crews to contain incidents before they escalate, reducing the likelihood of catastrophic property damage, civilian**

injuries, and firefighter injuries. The requested positions will improve deployment efficiency by placing a ladder company within the response area rather than relying on units traveling from nearly 7 miles away. This allows surrounding units to spend less time committed to distant responses and will remain available to protect their own response districts. The cost of housing in South Florida has increased dramatically, making affordable and workforce housing difficult to obtain. For many families, the loss of a home to fire can have devastating long-term consequences, including financial hardship and homelessness. Faster response times and earlier fire suppression can help limit property loss and reduce the likelihood of families experiencing these impacts. PBCFR remains committed to providing the safest possible environment for its firefighters while maintaining responsible stewardship of taxpayer resources. However, the scale and cost of staffing new facilities in a large and rapidly growing service area create significant financial challenges. SAFER funding will allow the department to place critical personnel into service without reducing staffing elsewhere, delaying other essential projects, or increasing the financial burden on taxpayers. The benefits of this project extend beyond the grant period. Improved response performance, enhanced firefighter safety, greater unit availability, reduced property loss, and increased survivability provide a substantial return on

investment for both the department and the community.

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.

Thank you for allowing us to apply for this grant. If the funding is awarded, it will directly impact over 18,000 people who reside within this station zone and as a result, it will also indirectly improve emergency response capabilities for the nearly one million residents, seasonal visitors, and millions of travelers who pass through Palm Beach County each year.

Position

Position: New, Additional Firefighter(s) $7,768,382.40

What benefits are included in the annual benefits amount? 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.

FICA - 6.2% = $4,892.64; FICA Med - 1.45% = $1,144.25; Retirement (FRS) - 36.02% = $28,424.65; Health Insurance - $16,098/annually for a total of $50,559,.53

How many full-time firefighter positions are you requesting? "Full-time" is considered 2,080 hours or more worked per year.

Number of firefighters

20

What are the usual annual costs of a first-year firefighter? 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 department. 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
$78,913.51	$50,559.53	$129,473.04
YEARLY TOTAL	$2,589,460.80	
3 YEAR TOTAL	$7,768,382.40	

Grant request summary

The table below summarizes the number of items and total cost within each activity you have requested funding for. This table will update as you change the items within your grant request details.

Grant request summary

Category	Number of sub-categories	Total cost
New, Additional Firefighter(s)	1	$7,768,382.40
Total	1	$7,768,382.40

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	$1,578,270.20	$1,578,270.20	$1,578,270.20	$4,734,810.60
Fringe benefits	$1,011,190.60	$1,011,190.60	$1,011,190.60	$3,033,571.80
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
Total direct charges	$2,589,460.80	$2,589,460.80	$2,589,460.80	$7,768,382.40
Indirect charges	$0.00	$0.00	$0.00	$0.00
TOTAL	$2,589,460.80	$2,589,460.80	$2,589,460.80	$7,768,382.40
Program income				$0.00
Non-federal resources				
Applicant				$2,977,879.93
State				$0.00
Local				$0.00
Other sources				$0.00
Remarks				
Total Federal and Non-federal resources				
Federal resources	$1,942,095.60	$1,942,095.60	$906,311.27	$4,790,502.47
Non-federal resources	$647,365.20	$647,365.20	$1,683,149.53	$2,977,879.93
TOTAL	$2,589,460.80	$2,589,460.80	$2,589,460.80	$7,768,382.40

Contact information

Did any individual or organization assist with the development, preparation, or review of the application to include drafting or writing the narrative and budget, whether that person, entity, or agent is compensated or not and whether the assistance took place prior to submitting the application?
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.

Patrick Kennedy Fire Rescue Administrator pkennedy@pbc.gov	**Primary phone** 5616167000 Work **Fax**	**Additional phones** 5616167027 Work

Submit application

Assurance and certifications

Instructions
These assurances and certifications include requirements attached to all federal grants, including the right of the Federal Government to review the grant activity. You should read over this material to become aware of the requirements. The assurances and certifications must be read, signed, and electronically submitted as a part of the application. The lobbying form may not be applicable.

OMB number: 4040-0007, Expiration date: 02/28/2025 View burden statement

SF-424B: Assurances - Non-Construction Programs

OMB Number: 4040-0007
Expiration Date: 02/28/2025

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.

I, Lauren Magierowski, am hereby providing my signature for this application as of 06/10/2026.

Signature accepted
Your signature for this assurance has been accepted.

Certifications regarding lobbying

OMB Number: 4040-0013
Expiration Date: 02/28/2025

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.

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.

I, Lauren Magierowski, am hereby providing my signature for this application as of 06/10/2026.

Signature accepted

Your signature for this assurance has been accepted.

OMB number: 4040-0013, Expiration date: 02/28/2025 View burden statement

SF-LLL: Disclosure of Lobbying Activities

OMB Number: 4040-0013
Expiration Date: 02/28/2025

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.

I, Lauren Magierowski, am hereby providing my signature for this application as of 06/10/2026.

Signature accepted

Your signature for this assurance has been accepted.

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).

I, Lauren Magierowski, am hereby providing my signature for this application as of 06/10/2026.

Signature accepted

Your signature for this assurance has been accepted.

Equal Opportunity Hiring

By signing this application, I certify that the organization will, to the extent practicable, seek, recruit, and hire members of racial and ethnic minority groups and women to increase their ranks within our organization.

By signing this application, I certify that, if awarded under the Hiring of Firefighters Activity, the organization assures a policy will be put into place, or is currently in place, ensuring that positions filled under this grant are not discriminated against, or prohibited from, engaging in volunteer firefighting activities in another jurisdiction during off-duty hours.

I, Lauren Magierowski, am hereby providing my signature for this application as of 06/10/2026.

Signature accepted
Your signature for this assurance has been accepted.

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.

I, Lauren Magierowski, am hereby providing my signature for this application as of 06/10/2026.

Signature accepted
Your signature for this assurance has been accepted.

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.

I, Lauren Magierowski, am hereby providing my signature for this application as of 06/10/2026.

Signature accepted
Your signature for this assurance has been accepted.

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.

I, Lauren Magierowski, am hereby providing my signature for this application as of 06/10/2026.

Signature accepted
Your signature for this assurance has been accepted.

Confirm AOR contact information

Please confirm or update your contact information.

Email	First name	Last Name
lmagierowski@pbcgov.org	Lauren	Magierowski

Area code	Phone number	Extension
561	6167021	
561	6167000	

Edit your contact info
Edit your contact info

☑ I certify that my contact information is accurate

Sign and submit

☑ By checking this box, I, Lauren Magierowski, am hereby providing my signature for this application as of 06/10/2026 2:40 pm.

Submit

Return to edit application

The Department of Homeland Security (DHS)

Notice of Funding Opportunity (NOFO)

Fiscal Year 2025 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program

Fraud, waste, abuse, mismanagement, and other criminal or noncriminal misconduct related to this program may be reported to the Office of Inspector General (OIG) Hotline. The toll-free numbers to call are (800) 323-8603 and TTY (844) 889-4357.

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1. Basic Information

A. Agency Name	U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), Resilience/Grant Programs Directorate (GPD)
B. NOFO Title	Fiscal Year (FY) 2025 Staffing for Adequate Fire and Emergency Response (SAFER) Grant
C. Announcement Type	Initial
D. Funding Opportunity Number	DHS-25-GPD-083-00-99
E. Assistance Listing Number	97.083
F. Expected Total Funding	$324 million
G. Anticipated Number of Awards	190 awards
H. Expected Award Range	N/A
I. Projected Application Start Date	May 19, 2026 at 8 a.m. ET
J. Projected Application End Date	June 22, 2026 at 5 p.m. ET
K. Anticipated Funding Selection Date	No later than September 30, 2026
L. Anticipated Award Date	Beginning on approximately September 14, 2026, and continuing thereafter until all FY 2025 SAFER Program grant awards are issued (but no later than September 30, 2026).
M. Projected Period of Performance Start Date	N/A[1]
N. Projected Period of Performance End Date	N/A
O. Executive Summary	The FY 2025 SAFER Grant Program, known as the SAFER Program, is one of three grant programs from DHS and FEMA that improve

[1] FEMA funds SAFER Program awards on a rolling basis; as such, the date the FEMA Assistant Administrator for the Grant Programs Directorate signs the obligating document dictates the unique Period of Performance start and end dates for each award.

	public and firefighter safety related to fire hazards. The SAFER Program provides funding directly to fire departments and volunteer firefighter organizations to increase the number of firefighters. This funding supports communities in meeting industry standards, achieving 24-hour staffing, and ensuring adequate protection from fire hazards while supporting the traditional missions of fire departments. Since its launch in 2005, the SAFER Program has awarded approximately $6.1 billion in grants. These funds have been used to hire new firefighters, convert part-time or paid-on-call firefighters to full-time roles, and recruit and retain volunteer firefighters. For examples of how this program has made a difference, visit the Assistance to Firefighters Grants Program page on FEMA.gov.
P. Agency Contact	**a. *Fire Grants Program Office Contact*** The Fire Grants Program Help Desk provides technical assistance to applicants for the online completion and submission of applications into FEMA Grants Outcomes (FEMA GO), answers questions concerning applicant eligibility, recipient responsibilities, and helps in the programmatic administration of awards. The Fire Grants Program Help Desk can be contacted at (866) 274-0960 or by email at FireGrants@fema.dhs.gov. Normal hours of operation are Monday through Friday, 8:00 a.m. – 4:30 p.m. ET. Guidance documents such as application tutorials, Self-Evaluation Guides, and Frequently Asked Questions (FAQs) are also provided to further explain the current SAFER Program, assist with the online grant application, and highlight lessons learned and changes for FY 2025. For more details, please visit the SAFER Program website. **b. *FEMA Grants News*** This channel provides general information on all FEMA grant programs and maintains a comprehensive database containing key personnel contact information at the federal, state, and local levels. FEMA Grants News Team is reachable at fema-grants-news@fema.dhs.gov OR (800) 368-6498, Monday through Friday, 9 a.m. – 5 p.m. ET. **c. *Grant Programs Directorate (GPD) Award Administration Division*** GPD's Award Administration Division (AAD) provides support regarding financial matters and budgetary technical assistance. AAD can be contacted at ASK-GMD@fema.dhs.gov. **d. *FEMA Regional Offices*** Assistance to Firefighters Grants Regional Contacts also may provide fiscal support, including pre- and post-award administration and technical assistance. Assistance to Firefighters Grants Regional Office

	contacts are available at Assistance to Firefighters Grants Regional Contacts | FEMA.gov. **e. *Civil Rights*** Consistent with Executive Order 14173, Ending Illegal Discrimination & Restoring Merit-Based Opportunity, the FEMA Integration and Coordination Division (ICD) is responsible for ensuring compliance with and enforcement of federal civil rights obligations in connection with programs and services conducted by FEMA. They are reachable at fema-ocr@fema.dhs.gov. ***f. Environmental Planning and Historic Preservation*** The FEMA Office of Environmental Planning and Historic Planning (OEHP) provides guidance and information about the EHP review process to FEMA programs and recipients and subrecipients. Send any inquiries regarding compliance for FEMA grant projects under this NOFO to FEMA-OEHP-NOFOQuestions@fema.dhs.gov. ***g. Payment and Reporting System*** FEMA uses FEMA GO for financial reporting, invoicing, and tracking payments. The Direct Deposit/Electronic Funds Transfer (DD/EFT) method of payment is used for recipients. For any questions about the system, contact the FEMA GO Helpdesk at femago@fema.dhs.gov or (877) 585-3242, Monday through Friday, 9 a.m. – 6 p.m. ET. ***h. FEMA GO*** For technical assistance with the FEMA GO system, please contact the FEMA GO Helpdesk at femago@fema.dhs.gov or (877) 585-3242, Monday through Friday, 9 a.m. – 6 p.m. ET.

2. Eligibility

A. Eligible Entities/Entity Types	Only the following entities or entity types are eligible to apply. **a.** ***Applicants*** • Fire departments; and • National, regional, state, local, tribal and nonprofit interest organizations[2] representing the interests of volunteer firefighters are eligible to receive a SAFER Program award under the Recruitment and Retention (R&R) Activity.

[2] The District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of Puerto Rico are all defined as "States" in the Federal Fire Prevention and Control Act of 1974. See 15 U.S.C. § 2203(10).

	See Section A of Appendix B – Programmatic Information and Priorities for additional information on ineligible applications and organizations. **b.** ***Subapplicants*** Subapplicants and subawards are not allowed. Subapplicants should not have foreign nationals or noncitizens included. If a subapplicant has foreign nationals, they must be properly vetted and must adhere to all government statutes, policies and procedures including "staff American, stay in America" and security requirements.
B. Project Type Eligibility	**a.** ***Unallowable Project Types*** • Under the Recruitment and Retention (R&R) Activity, applications that request a Staffing Needs Assessment or Risk Assessment project are precluded from applying for additional R&R-related activities. • FEMA will not fund any projects, activities or line items that are covered under a department's normal operating budget. Federal funding may not be used to supplant (i.e., replace) an existing activity or program. • Applicants may not use award funds for matching funds for any other federal grants or cooperative agreements, for lobbying, or for intervention in federal regulatory or adjudicatory proceedings. Applicants may not use federal funds to sue the Federal Government or any other government entity. **b.** ***Allowable Project Types*** 1. Hiring Activity The Hiring Activity provides grants to support fire departments in hiring new firefighters or converting part-time or paid-on-call firefighters to full-time positions. However, national, regional, state, local, Tribal Nation, and nonprofit organizations that represent volunteer firefighters are not eligible for SAFER Program awards under the Hiring Activity. 2. R&R Activity The R&R Activity provides grants to help fire departments recruit and retain volunteer firefighters trained in firefighting and emergency response operations. Career fire departments are not eligible for funding under the R&R Activity.

	Each activity has its own application and eligibility requirements, as further outlined in Appendix B – Programmatic Information and Priorities of this NOFO.
C. Requirements for Personnel, Partners, and Other Parties	An application submitted by an otherwise eligible non-federal entity (i.e., the applicant) may be deemed ineligible when the person that submitted the application is not: **1) a current employee, personnel, official, staff, or leadership of the non-federal entity; and 2) duly authorized to apply for an award on behalf of the non-federal entity at the time of application**. Further, the Authorized Organization Representative (AOR) must be a duly authorized current employee, personnel, official, staff, or leadership of the recipient and **provide an email address unique to the recipient at the time of application and upon any change in assignment during the period of performance (POP). Consultants or contractors of the recipient are not permitted to be the AOR of the recipient.** Subapplicants should not have foreign nationals or noncitizens included. If a subapplicant has foreign nationals, they must be properly vetted and must adhere to all government statues, polices, and procedures including "staff American, stay in America" and security requirements. Subapplicants/subrecipients must submit short bios and resumes. This should include the type of entity, organizational leadership, and board members along with the both the names and addresses of the individuals. Resumes are subject to approval.
D. Maximum Number of Applications	The maximum number of applications that can be submitted is one application per activity.
E. Additional Restrictions	**a. *POP Restrictions*** 1. Hiring Activity The POP for applications funded under the Hiring Activity will be 36 months. A default 180-day recruitment period begins when FEMA approves an application for an award under this activity. The 36-month POP automatically starts after the 180-day recruitment period, regardless of whether the recipient has hired the requested firefighters. The POP cannot start later than 180 days after the award date.

	If a recipient can hire all SAFER Program-funded firefighters during the 180-day recruitment period, the POP may begin at that time. In these instances, recipients must submit an amendment requesting that the POP start before the end of the 180-day recruitment period if they wish to begin the period early. 2. R&R Activity The POP for applications funded under the R&R Activity will be 12, 24, 36 or 48 months. A default 90-day recruitment period begins when FEMA approves the application for award under this activity. This period allows each recipient time to gather resources, initiate processes, and finalize contracts needed to implement SAFER Program activities before the start of the POP. By the start of the POP, the recipient should be fully prepared to implement all awarded activities and begin drawing down awarded funds. The recipient can only expend funds within the POP. The POP automatically starts after the 90-day recruitment period ends, regardless of whether the recipient has begun implementing its grant award. The POP cannot start later than 90 days after the award date. If a recipient can begin its recruitment or retention activities during the 90-day recruitment period, the POP may begin at that time. In these instances, recipients must submit an amendment requesting that the POP start before the end of the 90-day recruitment period if they wish to begin the period early. Extensions to the POP are allowed for R&R Activity grants only. Recipients must submit all proposed extension requests to FEMA for review and approval at least 120 days before the end of the POP to allow sufficient processing time. For additional information on POP extensions, please refer to Section 10.A. **b.** ***National Incident Management System (NIMS) Implementation*** SAFER Program applicants are not required to comply with NIMS to apply for SAFER Program funding or to receive a SAFER Program award. Any applicant who receives an FY 2025 SAFER Program award must achieve the level of NIMS compliance required by the Authority Having Jurisdiction (AHJ) over the applicant's emergency service operations (e.g., a local government), before the end of the grant's POP.

	Applicants/subapplicants or recipients/subrecipients are required to certify their compliance with federal statutes, DHS directives, polices, and procedures.
F. References for Eligibility Factors within the NOFO	Please see the following references provided below: 1."Responsiveness Review Criteria" subsection 2 "Threshold Criteria" subsection 3 "Application Criteria" subsection 4. FEMA may/will request financial information such as Employer Identification Number (EIN) and bank information as part of the potential award selection. This will apply to everyone prospered, including subrecipients. 5. "Supplemental Financial Integrity Criteria and Review" subsection 6. Appendix B – Programmatic Information and Priorities
G. Cost Sharing Requirement	For Hiring Activity grants, applicants selected for this award must commit to an acceptable cost share agreement. Otherwise, they will not be funded. For R&R Activity grants, there is no cost share requirement. Please see Application Criteria for more information.
H. Cost Share Description, Type and Restrictions	For Hiring Activity grants, recipients are required to contribute 25% of the actual costs incurred in each of the first and second years of the grant; and 65% of the actual costs incurred in the third year of the grant. In the first and second years of the grant, the amount of federal funding may not exceed 75% of the usual annual cost of a first-year firefighter in that department at the time the grant application was submitted; and in the third year of the grant the amount of federal funding may not exceed 35% of the usual annual cost of a first-year firefighter in that department. The "usual annual cost" includes a firefighter's base salary (excluding non-Fair Labor Standards Act overtime) and standard benefits package (including the average annual cost of health, dental, and vision insurance; FICA; life insurance; retirement and/or pension contributions; etc.) offered by the fire department to first-year firefighters. For R&R Activity grants, there is no cost share requirement.

I. Cost Sharing Calculation Example	Assuming that the usual annual cost of a first-year firefighter in a department at the time of the grant application is $120,000 per year and the department actually incurred $100,000 per year in each year of the grant, the following cost share requirements and position cost limits would apply: 1. Cost Share Requirement: The grant recipient is required to contribute $25,000 in Year 1; $25,000 in Year 2; and $65,000 in Year 3. 2. Position Cost Limit: The amount of federal funding cannot exceed $90,000 in Year 1; $90,000 in Year 2; and $42,000 in Year 3.
J. Required information for verifying Cost Share	FEMA does not require recipients to demonstrate availability of cost share funds at the time of application. However, before FEMA issues an award, it may contact potential awardees to determine whether the recipient possesses the necessary non-federal funding. **a. *Minimum Budget Requirement*** In accordance with 15 U.S.C. § 2229a(c)(2), in order to be eligible for SAFER Program funding, applicants are required to certify that their annual budget for fire-related programs and emergency response has not been reduced below 80% of the applicant's average funding level in the three years prior to the application date. As part of each SAFER application, applicants are required to provide their total annual operating budget for the current fiscal year and the three years prior.

3. Program Description

A. Background, Program Purpose, and Program History

The FY 2025 SAFER Grant Program is one of three grant programs that constitute DHS and FEMA's focus on protecting the public and firefighters from fire and fire-related hazards. The SAFER Program provides 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 fire protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments. Since 2005, the SAFER Program has awarded approximately $6.1 billion in grant funding to provide critically needed resources to hire new, additional firefighters (or to change the status of part-time or paid-on-call firefighters to full-time firefighters), as well as recruitment and retention of volunteer firefighters. Information about success stories for this program can be found at Assistance to Firefighters Grants Program | FEMA.gov.

The SAFER Program is part of a comprehensive set of measures authorized by Congress and implemented by DHS. In awarding grants, the FEMA Administrator is required to consider:

- The findings and recommendations of the Technical Evaluation Panel;

- The degree to which an award will reduce deaths, injuries, and property damage by reducing the risks associated with fire-related and other hazards;
- The extent of an applicant's need for a SAFER Program grant and the need to protect the United States as a whole; and
- The number of calls requesting or requiring a firefighting or emergency medical response received by an applicant.

B. Goals and Objectives

Goal: To enhance local fire departments' abilities to comply with staffing, response, and operational standards established by the National Fire Protection Association (NFPA 1710 or NFPA 1720).[3]

Objectives: The objectives of the SAFER Program are to provide funding to communities so they can:

- Increase the number of firefighters to meet industry minimum standards;
- Increase the number of trained personnel assembled at the incident scene;
- Attain 24-hour staffing to improve deployment capabilities; and
- Fulfill traditional missions of fire departments (respond to emergencies and provide adequate fire protection from fire and fire-related hazards).

Priorities: Information on program priorities and objectives for the FY 2025 SAFER Program can be found in Appendix B – Programmatic Information and Priorities of this NOFO.

C. Program Rationale

The SAFER Program represents part of a comprehensive set of measures authorized by Congress and implemented by DHS. Among the six DHS Missions noted in the Department of Homeland Security's Strategic Plan, the SAFER Program supports Mission Five: Build a Resilient Nation and Respond to Incidents. By increasing the number of trained firefighters, the SAFER Program improves deployment capabilities to respond to emergencies and provide adequate protection from fire and fire-related hazards. The SAFER Program also aims to support objectives outlined under Mission Five in the Strategic Plan including:

- Objective 5.1: Coordinate Federal Response to Incidents
- Objective 5.2: Strengthen National Resilience
- Objective 5.4: Enhance Training and Readiness of First Responders

Through these objectives, FEMA creates a vision for the field of emergency management and sets an ambitious, yet achievable, path forward to unify and further professionalize emergency

[3] NFPA 1710 and 1720 are lapsing in 2026 and will be consolidated under the proposed NFPA 1750. FEMA is working with the NFPA Standards Council to evaluate deployment of fire suppression operations. No decisions have been made, and FEMA will issue additional guidance when more information becomes available. Although the goal of the grant is to increase compliance with NFPA 1710 or 1720, 24-hour staffing is not a requirement of the SAFER Program.

management across the country. We invite all our stakeholders and partners to join us in building a more prepared and resilient nation.

D. Federal Assistance Type
Grant

E. Performance Measures and Targets
Grant recipients must collect data to help FEMA evaluate the performance of SAFER Program grants. These metrics align with the program's objectives and priorities. FEMA may request performance data throughout the grant's POP. At closeout, recipients must submit a final performance report with enough information to show they met the performance goals outlined in their award.

FEMA will assess performance by comparing the items, supplies, projects and activities requested in the application to those acquired and delivered by the end of the performance period. The following program metrics will be used:

- **Hiring Activity:**
  1. Percentage of "majority career" SAFER Program recipients' structural fire responses that complied with National Fire Protection Association (NFPA) 1710 structural response standards.
  2. Number of full-time career firefighter positions filled.
- **R&R Activity:**
  1. Percentage of "majority volunteer" SAFER Program recipients' structural fire responses that complied with National Fire Protection Association (NFPA) 1720 structural response standards.
  2. Number of operational volunteer firefighters who have joined a department.

The target for these measures is the number of firefighters hired and the resulting improvement in compliance with NFPA 1710 or 1720 standards. FEMA will assess how the addition of new firefighters increased compliance with the relevant NFPA standards.

F. Program-Specific Unallowable Costs
Construction costs are not allowable under the SAFER Program. Construction includes major alterations to a building that changes the profile or footprint of the structure.

Modifications to facilities described in Appendix B – Programmatic Information and Priorities are not categorized as construction costs for general award purposes and may be eligible for funding. However, these activities may be considered 'construction' for procurement, environmental protection, or historic preservation purposes.

Please see Appendix B – Programmatic Information and Priorities for additional information on funding restrictions and allowable costs.

G. General Funding Requirements

Costs charged to federal awards (including federal and non-federal cost share funds) must comply with applicable statutes, rules and regulations, policies, this NOFO, and the terms and conditions of the federal award. This includes, among other requirements, that costs must be incurred, and products and services must be delivered within the budget period. 2 C.F.R. § 200.403(h).

Recipients may not use federal funds or any cost share funds for the following activities:

1. Matching or cost sharing requirements for other federal grants and cooperative agreements (see 2 C.F.R. § 200.306).
2. Lobbying or other prohibited activities under 18 U.S.C § 1913 or 2 C.F.R. § 200.450.
3. Prosecuting claims against the federal government or any other government entity (see 2 C.F.R. § 200.435).

H. Indirect Costs (Facilities and Administrative Costs)
Indirect costs are allowed for recipients.
Indirect costs (IDC) are costs incurred for a common or joint purpose benefitting more than one cost objective and not readily assignable to specific cost objectives without disproportionate effort. Applicants with a current negotiated IDC rate agreement who want to charge indirect costs to a federal award must provide a copy of their IDC rate agreement with their applications. Not all applicants are required to have a current negotiated IDC rate agreement. Applicants that are not required to have a negotiated IDC rate agreement, but are required to develop an IDC rate proposal, must provide a copy of their proposal with their applications. Applicants without a current negotiated IDC rate agreement (including a provisional rate) and wish to charge the de minimis rate must reach out to FEMA for further instructions. Applicants who wish to use a cost allocation plan in lieu of an IDC rate proposal must reach out to FEMA for further instructions. As it relates to the IDC for subrecipients, a recipient must follow the requirements of 2 C.F.R. §§ 200.332 and 200.414 in approving the IDC rate for subawards.

I. Management and Administration (M&A) Costs
M&A costs are allowed only under the R&R Activity and are not allowed under the Hiring Activity.

Recipients may use up to 3% of the federal share of SAFER Program funds for M&A costs directly related to managing and administering the SAFER award, such as financial management and monitoring. These costs must be based on actual expenses or known contractual costs. Requests based on simple percentages of the award or unsupported estimates will not be approved or reimbursed. Salaries and fringe benefits for personnel directly supporting the grant do not need to be included in the M&A budget line item.

M&A are not overhead costs but are necessary direct costs incurred in direct support of the federal award or as a consequence of it, such as travel, meeting-related expenses, and salaries of full/part-time staff in direct support of the program. As such, M&A costs can be itemized in financial reports.

J. Pre-Award Costs
The following pre-award costs are allowable:

1. Fees for grant writers (capped at $1,500 of federal funds per application).

Generally, grant funds cannot be used to pay for products and services contracted for or obligated prior to the effective date of the award.

See Appendix C – Award Administration Information for further information regarding grant writer fees and Section 10.B. Other Information for general procurement under grants requirements.

K. Beneficiary Eligibility
There are no program requirements to be an eligible beneficiary. This NOFO and any subsequent federal awards create no rights or causes of action for any beneficiary.

L. Participant Eligibility
There are no program requirements to be an eligible participant. This NOFO and any subsequent federal awards create no rights or causes of action for any participant.

M. Authorizing Authority
Section 34 of the Federal Fire Prevention and Control Act of 1974, Pub. L. No. 93-498, as amended (15 U.S.C. § 2229a).

N. Appropriation Authority
Full-Year Continuing Appropriations and Extensions Act, 2025, Pub. L. No. 119-4, § 1101.

O. Budget Period
There will be only a single budget period with the same start and end dates as the POP.

P. Prohibition on Covered Equipment or Services
Recipients, sub-recipients, and their contractors or subcontractors must comply with the prohibitions set forth in Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, which restrict the purchase of covered telecommunications and surveillance equipment and services. Please see 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200, and FEMA Policy #405-143-1 - Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services for more information.

4. Application Contents and Format

A. Pre-Application, Letter of Intent, and White Papers
Pre-applications, letters of intent, and white papers are not required to be eligible to apply.

B. Application Content and Format
Applications are processed through the FEMA GO system. To access the system, go to https://go.fema.gov/.

Specific formatting guidelines can be found on page 21 of this NOFO.

Additional application and program guidance documents such as Fact Sheets, Self Evaluation Sheets, and an Application Checklist are available at the SAFER Program website.

C. Application Components
The following forms or information are required to be submitted via FEMA GO. The Standard Forms (SF) are also available at Forms | Grants.gov.

- SF-424, Application for Federal Assistance
- Grants.gov Lobbying Form, Certification Regarding Lobbying
- SF-424A, Budget Information (Non-Construction)
- SF-424B, Standard Assurances (Non-Construction)
- SF-LLL, Disclosure of Lobbying Activities

D. Program-Specific Required Documents and Information
The following program-specific document is required to be submitted as an attachment in FEMA GO for each regional project under the R&R Activity:

1. Regional host applicants and participating partner agencies must execute a Memorandum of Understanding (MOU), or equivalent document signed by the host and all participating organizations participating in the award.

E. Post-Application Requirements for Successful Applicants
Applicants likely to be funded may receive a request for additional information by email prior to award. Applicants must respond to the request to move forward with the grant review process.

5. Submission Requirements and Deadlines

A. Address to Request Application Package
Applications are processed through the FEMA GO system. To access the system, go to https://go.fema.gov/.

Steps Required to Apply for An Award Under This Program and Submit an Application:

All applicants must:

a. Apply for, update, or verify their Unique Entity Identifier (UEI) number and EIN from the Internal Revenue Service;
b. In the application, provide an UEI number;
c. Have an account with login.gov;
d. Register for, update, or verify their System for Award Management (SAM) account and ensure the account is active before submitting the application;
e. Register in FEMA GO, add the organization to the system, and establish the AOR. The organization's electronic business point of contact (eBiz POC) from the SAM registration may need to be involved in this step. For step-by-step instructions, see https://www.fema.gov/media-library/assets/documents/181607;
f. Submit the complete application in FEMA GO; and

g. Continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency. As part of this, applicants must also provide information on an applicant's immediate and highest-level owner and subsidiaries, as well as on all predecessors that have been awarded federal contracts or federal financial assistance within the past three years, if applicable.

Per 2 C.F.R. § 25.110(a)(2)(iv), if an applicant is experiencing exigent circumstances that prevents it from obtaining an UEI number and completing SAM registration before receiving a federal award, the applicant must notify FEMA as soon as possible. Contact fema-grants-news@fema.dhs.gov and provide the details of the exigent circumstances.

How to Register to Apply:

General Instructions:

Registering and applying for an award under this program is a multi-step process and requires time to complete. Below are instructions for registering to apply for FEMA funds. Read the instructions carefully and prepare the requested information before beginning the registration process. Gathering the required information before starting the process will alleviate last-minute searches for required information.

The registration process can take up to four weeks to complete. To ensure an application meets the deadline, applicants are advised to start the required steps well in advance of their submission.

Organizations must have a UEI number, EIN, and an active SAM registration.

Obtain a UEI Number:

All entities applying for funding, including renewal funding, must have a UEI number. Applicants must enter the UEI number in the applicable data entry field on the SF-424 form. For more detailed instructions for obtaining a UEI number, refer to SAM.gov.

Obtain Employer Identification Number:

In addition to having a UEI number, all entities applying for funding must provide an EIN. The EIN can be obtained from the Internal Revenue Service (IRS) by visiting https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online.

Create a login.gov account:

Applicants must have a login.gov account in order to register with SAM or update their SAM registration. Applicants can create a login.gov account at https://secure.login.gov/sign_up/enter_email?request_id=34f19fa8-14a2-438c-8323-a62b99571fd.

Applicants only have to create a login.gov account once. For existing SAM users, use the same email address for both login.gov and SAM.gov so that the two accounts can be linked.

For more information on the login.gov requirements for SAM registration, refer to https://www.sam.gov/SAM/pages/public/loginFAQ.jsf.

Register with SAM:

In addition to having a UEI number, all organizations must register with SAM. Failure to register with SAM will prevent your organization from applying through FEMA GO. SAM registration must be renewed annually and must remain active throughout the entire grant life cycle.

For more detailed instructions for registering with SAM, refer to: Register with SAM

Note: per 2 C.F.R. § 25.200, applicants must also provide the applicant's immediate and highest-level owner, subsidiaries, and predecessors that have been awarded federal contracts or federal financial assistance within the past three years, if applicable.

Register in FEMA GO, Add the Organization to the System, and Establish the AOR:

Applicants must register in FEMA GO and add their organization to the system. The organization's eBiz POC from the SAM registration may need to be involved in this step. For step-by-step instructions, see: FEMA GO Startup Guide

Note: FEMA GO will support only the most recent major release of the following browsers:

- Google Chrome;
- Mozilla Firefox;
- Apple Safari; and
- Microsoft Edge.

Applicants using tablet type devices or other browsers may encounter issues with using FEMA GO.

Submitting the Final Application:

Applicants will be prompted to submit the standard application information, and any program-specific information required. SFs may be accessed in the Forms tab under the: SF-424 Family | Grants.gov.

Applicants should review these forms before applying to ensure they are providing all required information.

After submitting the final application, FEMA GO will provide either an error message, or an email to the submitting AOR confirming the transmission was successfully received.

B. Application Deadline
June 22, 2026 at 5 p.m. ET

C. Pre-Application Requirements Deadline
Not applicable.

D. Post-Application Requirements Deadline
Not applicable.

E. Effects of Missing the Deadline
All applications must be completed in FEMA GO by the application deadline. FEMA GO automatically records proof of submission and generates an electronic date/time stamp when FEMA GO successfully receives an application. The submitting AOR will receive via email the official date/time stamp and a FEMA GO tracking number to serve as proof of timely submission prior to the application deadline.

Applicants experiencing system-related issues have until 3 p.m. ET on the date applications are due to notify FEMA. No new system-related issues will be addressed after this deadline. Applications not received by the application submission deadline will not be accepted.

6. Intergovernmental Review

A. Requirement Description and State Single Point of Contact
An intergovernmental review may be required. Applicants must contact their state's Single Point of Contact (SPOC) to comply with the state's process under Executive Order 12372.

7. Application Review Information

A. Threshold Criteria
FEMA reviews a random sample of applications to check for duplication, including narrative statements and statistical data. All narrative statements must be specific and unique to the applicant, and all statistical data must be accurate. Applications with narrative statements that substantially duplicate content from other applications or contain inaccurate data that could mislead reviewers may be disqualified. Any discovery of falsification, fabrication or plagiarism will result in disqualification.

Note: FEMA evaluates each application based on its merit, accuracy and how well the narrative reflects the applicant's unique circumstances, risks and needs. FEMA also considers how selecting the applicant advances the SAFER Program's goal of helping fire departments improve staffing and deployment to respond to emergencies and protect communities from fire-related hazards.

During the review process, including the technical review stage, FEMA may request additional documentation, such as:

- Official or certified documents demonstrating the claimed financial need;
- A needs assessment report, survey, or other documentation showing the applicant's unique project objectives;
- A risk analysis explaining how the project addresses the applicant's specific needs and aligns with the SAFER Program's purpose;
- Additional information or evidence detailing the applicant's risks; and
- Any other information needed to evaluate the funding request.

Important: Funding is not guaranteed for any applicant.

B. Application Criteria

FEMA sets funding priorities and evaluation criteria for SAFER Program applications based on recommendations from the Criteria Development Panel (CDP). Each year, FEMA brings together a panel of fire service professionals to establish these priorities and criteria. The panel provides input on funding priorities and helps develop the criteria used to award grants.

The **nine major fire service organizations** represented on the panel are:

- International Association of Fire Chiefs
- International Association of Fire Fighters
- National Volunteer Fire Council
- National Fire Protection Association
- National Association of State Fire Marshals
- International Association of Arson Investigators
- International Society of Fire Service Instructors
- North American Fire Training Directors
- Congressional Fire Service Institute

CDP and Application Evaluation

The CDP advises FEMA on creating or updating funding priorities and developing criteria for awarding grants. This NOFO reflects the CDP's recommendations regarding priorities, direction, and award criteria.

See subsection 7.F., "Merit Review Process" for a description of the narrative evaluation criteria that peer review panelists use to score each SAFER application.

C. Financial Integrity Criteria

Before making an award, FEMA is required to review the Office of Management and Budget (OMB)-designated databases for applicants' eligibility and financial integrity information. This is required by the Payment Integrity Information Act of 2019 (Pub. L. No. 116-117, § 2 (2020)), 41 U.S.C. § 2313, and the "Do Not Pay Initiative" (31 U.S.C. 3354). For more details, please see 2 C.F.R. § 200.206.

Thus, the Financial Integrity Criteria may include the following risk-based considerations of the applicant:

1. Financial stability.
2. Quality of management systems and ability to meet management standards.
3. History of performance in managing federal award.
4. Reports and findings from audits.
5. Ability to effectively implement statutory, regulatory or other requirements.

D. Supplemental Financial Integrity Criteria and Review
Before making an award expected to exceed the simplified acquisition threshold, defined at 41 U.S.C. § 134,over the POP:

1. FEMA is required by 41 U.S.C. § 2313: to review or consider certain information found in SAM.gov. For details, please see 2 C.F.R. § 200.206(a)(2).
2. An applicant may review and comment on any information in the responsibility/qualification records available in SAM.gov.
3. Before making decisions in the risk review required by 2 C.F.R. § 200.206, FEMA will consider any comments by the applicant.

E. Reviewers and Reviewer Selection
A panel of peer reviewers is comprised of fire service representatives recommended by the CDP. Peer reviewers are subject matter experts recommended by the nine major fire service organizations. In their role as Special Government Employees, peer reviewers must certify and observe Federal Conflict of Interests rules.

F. Merit Review Process
SAFER Program applications are reviewed through a multi-phase process. All applications are electronically pre-scored and ranked based on how well they align with the funding priorities outlined in this NOFO.

Applications with the highest pre-score rankings per activity are then scored competitively by no less than three members of a Peer Review Panel.

Applications will also be evaluated through a series of internal FEMA review processes for completeness, adherence to programmatic guidelines, technical feasibility, costs/quantities, and anticipated effectiveness of the proposed project(s). Below is the process by which applications will be reviewed:

a. *Pre-Scoring Process*
Applications are electronically pre-scored based on program priorities outlined in Appendix B – Programmatic Information and Priorities as well as responses to activity-specific questions in the online application. Application Narratives are not reviewed during the pre-scoring process. 'Request Details' and 'Budget' information must align with program guidance and statutory funding limitations. The pre-score accounts for 50 % of the total application score under the Hiring Activity and 30 % under the R&R Activity.

b. *Peer Review Panel Process*
Applications with the highest rankings from the pre-scoring process will undergo a Peer Review Panel process. A panel of peer reviewers is composed of fire service representatives recommended by the CDP. Peer reviewers will assess the merits of each application based on the narrative statement on the requested activity. The evaluation elements listed in the "Narrative Evaluation Criteria" below will be used to calculate the narrative's score for each activity requested. Panelists will independently score each requested activity within the application, discuss the merits and shortcomings of the application with their peers, and document the

findings. A consensus is not required. The panel score is 50 % of the total application score under the Hiring Activity, and 70 % of the total application score under the R&R Activity.

FEMA ranks all complete applications based on how well they align with the program priorities for the specific activity. Responses to the activity-specific questions in the application are used to determine each application's ranking relative to these priorities.

The Narrative Statements in the application must include specific details about the requested activity, including budget information. Peer reviewers evaluate these narrative elements using weighted criteria, as described below, to determine the grant award.

Peer Review Panelists will evaluate and score each activity based on the following narrative elements within each activity.

1. Hiring Activity

The panel score is 50 % of the total application score.

- Project Description (30%):
  - Why does the department need the positions requested in this application?
  - How will the positions requested in this application be used within the department (e.g., fourth firefighter on engine, open a new station, eliminate browned out stations, reduce overtime)?
  - What unique and specific services will the requested positions provide to the fire department and community?
  - How will funds awarded through this grant enhance the department's ability to protect critical infrastructure within the primary response area?

- Impact on Daily Operations (30 %):
  - How are the community and the current firefighters employed by the department at risk without the positions requested in this application?
  - How will that risk be unequivocally reduced if awarded?

- Financial Need (30 %):
  - Provide an income versus expenses breakdown of the department's current annual budget.
  - Describe the department's precise budget shortfalls and inability to address financial needs without federal assistance.
  - Describe what other actions the department has taken to obtain funding elsewhere (e.g., state assistance programs, other grant programs).
  - Discuss how the critical functions of the department are uniquely affected without this funding.

- Cost Benefit (10 %):

    - Describe the unique and specific benefits (e.g., quantifying the anticipated savings and efficiencies) the department and community will realize if awarded the positions requested in this application.

2. R&R Activity (Fire Departments)

The panel score is 70 % of the total application score.

- Project Description (30 %):
    - Describe the unique problems and issues the department is experiencing in recruiting new volunteer firefighters.
    - Describe the problems and issues the department is experiencing in retaining current members.
    - Describe the precise implementation plan, including the goals, objectives, methods, specific steps, and timelines to directly address the identified problems or issues.
    - Describe the current marketing plan already in place, or the marketing program to be put in place with or without grant funds.
    - Describe how the program will be uniquely evaluated for its impact on identified recruitment and retention problems and issues. Describe how the overall effectiveness of the grant will be measured.
    - Describe the unique and specific services the new volunteer firefighters, retention of current volunteer firefighters, or both, will provide for the fire department(s) and community.
    - If the grant request will have a regional impact, discuss how the regional partners will benefit and which activities they will benefit from.
    - If the grant request includes executive or management positions, define the purpose of all requested positions and personnel expenditures.

- Impact on Daily Operations (30 %):
    - Clearly describe how the community and current volunteer firefighters in the department are at risk without the items or activities requested in this application.
    - Explain how the awarded funding will directly and effectively reduce the identified risk.
    - Describe the specific impact that recruiting new volunteer firefighters, retaining current volunteer firefighters, or both will have on the department's compliance with NFPA standards.

- Financial Need (30 %):
    - Provide an income versus expenses breakdown of the department's current annual budget.
    - Describe the department's precise budget shortfalls and its inability to address financial needs without federal assistance.
    - Describe what other actions the department has taken to obtain funding elsewhere (e.g., state assistance programs, other grant programs), and how similar projects have been funded in the past.
    - Discuss how the critical functions of the department are uniquely affected without this funding.

- Cost Benefit (10 %):
    - Describe the unique and specific benefits (e.g., quantifying the anticipated savings and efficiencies) the department and community will realize if awarded the items or activities requested in this application.

3. R&R Activity (National, state, local, or federally recognized tribal volunteer firefighters interest organizations)

The panel score is 70 % of the total application score.

- Project Description (30 %):
    - Explain the challenges and issues faced by the fire departments that the organization aims to assist with this grant in recruiting new volunteer firefighters.
    - Describe the problems and issues the same departments are experiencing in retaining current members.
    - Describe the organization's implementation plan, including the goals, objectives, methods, specific steps, and timelines to directly address the problems or issues identified.
    - Describe the current marketing plan already in place, or the marketing program to be put in place with or without grant funds.
    - Explain how the program will be evaluated to measure its impact on the recruitment and retention challenges faced by the fire departments participating in this grant.
    - Describe how the overall effectiveness of the grant will be measured.
    - Describe the specific services the new volunteer firefighters, retention of current volunteer firefighters, or both, will provide for the fire departments participating in this application and their respective communities.
    - Describe the organization's procurement practices and the timelines outlining chronologically the steps to complete the activities requested.

- Impact on Daily Operations (30 %):
    - Describe how the fire departments participating in this application and their current volunteer firefighters and communities are at risk without the items or activities requested in this application.
    - Explain how funding will reduce that risk.
    - Describe the impact that the recruitment of new volunteer firefighters, the retention of current volunteer firefighters, or both, will have on the NFPA compliance of the fire departments participating in this application.

- Financial Need (30 %):
    - Provide an income versus expenses breakdown of the organization's current annual budget.
    - Describe the organization's particular budget shortfalls and the inability to address the financial needs without federal assistance.

    - Describe the other actions the organization has taken to obtain funding elsewhere (e.g., state assistance programs, other grant programs), and how similar projects have been funded in the past.
    - Discuss how the critical functions of the organization are affected without this funding.

- Cost Benefit (10 %):
    - Describe the specific benefits (e.g., quantifying the anticipated savings and efficiencies) the fire departments participating in this application and their communities will realize if awarded the items or activities requested in this application.

The Narrative Statement blocks do not allow for formatting. Do not type the Narrative Statements using only capital letters. Additionally, do not include tables, special characters, or fonts (e.g., quotation marks, bullets), or graphs. Space for the Narrative Statement is limited. While each element must have a minimum of 200 characters, the maximum number of characters varies based on the questions being asked.

G. Final Selection

a. *Technical Evaluation Process (TEP)*

The highest-ranking applications from both activities will be considered within the fundable range. Applications that are in the fundable range will undergo both a Technical Review by a subject-matter expert as well as a FEMA Program Office review before being recommended for award. The FEMA Program Office will assess the request with respect to costs, quantities, feasibility, eligibility, and recipient responsibility before recommending any application for award.

During the TEP, information in Appendix B - Programmatic Information and Priorities is used to make final corrections to any request not meeting program eligibility requirements. This is not a scored phase of the application process. Requests may be recommended for partial funding or disqualification based on TEP findings.

8. Award Notices

A. Notice of Award

The Authorized Organization Representative should carefully read the federal award package before accepting the federal award. The federal award package includes instructions on administering the federal award as well as terms and conditions for the award.

By submitting an application, applicants agree to comply with the prerequisites stated in this NOFO and the material terms and conditions of the federal award, should they receive an award.

FEMA will provide the federal award package to the applicant electronically via FEMA GO. Award packages include an Award Letter, Summary Award Memo, Agreement Articles, and Obligating Document. An award package notification email is sent via the grant application system to the submitting AOR.

Recipients must accept their awards no later than 30 days from the award date. Recipients shall notify FEMA of their intent to accept the award and proceed with work via the FEMA GO system.

Funds will be held until the recipient accepts the award via FEMA GO and all other conditions of the award have been satisfied, or until the award is otherwise rescinded. Not accepting a grant award within the specified timeframe may result in a loss of funds. Recipients may request additional time to accept the award if needed.

During the review process for a SAFER Program award, FEMA may have modified the application request(s). These modifications will be identified in the award package provided upon the offer of an award. If the awarded activities, scope of work, or requested dollar amount(s) do not match the application as submitted, the recipient shall only be responsible for completing the activities funded by FEMA. The recipient is under no obligation to start, modify or complete any activities requested but not funded by the award. The award package will identify any differences under the approved scope of work section.

B. Pass-Through Requirements
Standard pass-through requirements in 2 C.F.R. Part 200 apply.

C. Note Regarding Pre-Award Costs
Even if pre-award costs are allowed, beginning performance is at the applicant and/or sub-applicant's own risk.

D. Obligation of Funds
E. The grant funds are obligated in accordance with applicable laws, and no later than upon award. Notification to Unsuccessful Applicants
FEMA GO will provide all applicants who do not receive a FY 2025 SAFER Program award with a turndown notification after September 30, 2026.

9. Post-Award Requirements and Administration

A. Administrative and National Policy Requirements

Presidential Executive Orders

Recipients must comply with the requirements of Presidential Executive Orders related to grants (also known as federal assistance and financial assistance), the full text of which are incorporated by reference.
Pursuant to the preliminary injunction order issued on November 21, 2025, in County of Santa Clara et al. v. Noem, et al., No. 25-cv-08330-WHO (N.D. Cal.), this requirement does not apply to awards or subawards issued to any of the plaintiffs subject to the preliminary injunction order while the order remains in effect. If the preliminary injunction is stayed, vacated, or extinguished, this requirement will immediately become effective. Also, pursuant to the preliminary injunction order issued on November 21, 2025, in City of Chicago et al. v. Noem, et al., No. 25-CV-12765 (N.D. Ill.), this requirement does not apply to awards or subawards issued

to any of the plaintiffs subject to the preliminary injunction order while the order remains in effect. If the preliminary injunction is stayed, vacated, or extinguished, this requirement will immediately become effective.

In accordance with Executive Order 14305, Restoring American Airspace Sovereignty (June 6, 2025), and to the extent allowed by law, eligible state, local, tribal and territorial grant recipients under this NOFO are permitted to purchase unmanned aircraft systems, otherwise known as drones, or equipment or services for the detection, tracking or identification of drones and drone signals, consistent with the legal authorities of state, local, tribal and territorial agencies. Recipients must comply with all applicable federal, state and local laws and regulations, and adhere to any statutory requirements on the use of federal funds for such unmanned aircraft systems, equipment or services.

Subrecipient Monitoring and Management

Pass-through entities must comply with the requirements for subrecipient monitoring and management as set forth in 2 C.F.R. §§ 200.331-333.

B. DHS Standard Terms and Conditions

A recipient under this funding opportunity must comply with the DHS Standard Terms and Conditions in effect as of the date of the federal award, unless a term and condition specifically indicates otherwise. The DHS Standard Terms and Conditions are available online: DHS Standard Terms and Conditions | Homeland Security. For continuation awards, the terms and conditions for the initial federal award will apply unless otherwise specified in the terms and conditions of the continuation award. The specific version of the DHS Standard Terms and Conditions applicable to the federal award will be in the federal award package.

A recipient under this funding opportunity must comply with the FY 2026 Department of Homeland Security Standard Terms and Conditions, with the following exceptions. The term titled "Communication and Cooperation with the Department of Homeland Security and Immigration Officials" and paragraph (2)(a)(ii) of the term titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the False Claims Act" do not apply to any federal award under this funding opportunity.

Pursuant to the preliminary injunction order issued on November 21, 2025, in County of Santa Clara et al. v. Noem, et al., No. 25-cv-08330-WHO (N.D. Cal.), the following terms and conditions do not apply to awards or subawards issued to any of the plaintiffs subject to the preliminary injunction order while the order remains in effect: (1) the term titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the *False Claims in*Act"; and (2) the term titled "All Executive Orders Related to Grants". If the preliminary injunction is stayed, vacated, or extinguished, both terms and conditions will immediately become effective. As stated above, paragraph (2)(a)(ii) of the term titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the *False Claims* Act" of the DHS Standard Terms and Conditions will not apply even if the preliminary injunction is stayed, vacated, or extinguished.

Pursuant to the preliminary injunction order issued on November 21, 2025, in City of Chicago et al. v. Noem, et al., No. 25-CV-12765 (N.D. Ill.), the following terms and conditions do not apply to awards or subawards issued to any of the plaintiffs subject to the preliminary injunction order while the order remains in effect: (1) the term titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the *False Claims* Act"; and (2) the term titled "All Executive Orders Related to Grants". If the preliminary injunction is stayed, vacated, or extinguished, both terms and conditions will immediately become effective. As stated above, paragraph (2)(a)(ii) of the term titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the *False Claims* Act" of the DHS Standard Terms and Conditions will not apply even if the preliminary injunction is stayed, vacated, or extinguished.

Pursuant to the preliminary injunction order issued on October 31, 2025, in City of Seattle v. Trump, et al., No. 2:25-cv-01435-BJR (W.D. Wa.), the following terms and conditions do not apply to awards or subawards issued to any of the plaintiffs subject to the preliminary injunction order while the order remains in effect: the term titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the *False Claims* Act". If the preliminary injunction is stayed, vacated, or extinguished, Paragraph C.XVII will immediately become effective. As stated above, paragraph (2)(a)(ii) of the term titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the *False Claims* Act" of the DHS Standard Terms and Conditions will not apply even if the preliminary injunction is stayed, vacated, or extinguished.

C. National Incident Management System (NIMS) Implementation

SAFER Program applicants are not required to comply with NIMS to apply for SAFER Program funding or to receive a SAFER Program award. Any applicant who receives an FY 2025 SAFER Program award must achieve the level of NIMS compliance required by the Authority Having Jurisdiction (AHJ) over the applicant's emergency service operations (e.g., a local government), before the end of the grant's POP. Applicants/subapplicants or recipients/subrecipients are required to certify their compliance with federal statutes, DHS directives, polices, and procedures.

D. Financial Reporting Requirements

1. Recipients must report obligations and expenditures through a federal financial report. The Federal Financial Report (FFR) form, also known as Standard Form 425 (SF-425), is available online at: SF-425 OMB #4040-0014.
2. Recipients must submit the FFR semi-annually throughout the POP as detailed below:
   - No later than July 30 (for the period January 1 – June 30)
   - No later than January 30 (for the period July 1 – December 31)
3. The final FFR is due within 120 days after the end of the POP.

FEMA may withhold future federal awards and cash payments if the recipient does not submit timely financial reports, or the financial reports submitted demonstrate lack of progress or provide insufficient detail.

E. Programmatic Performance Reporting Requirements

1. A Performance Report must be submitted semi-annually throughout the POP. A tutorial is available here: https://www.fema.gov/sites/default/files/documents/FEMA_GO_SF-425_and_PPR_User_Guide_508.pdf.
2. A Performance Report must include:
   - A brief narrative of overall project(s) status;
   - A summary of project expenditures; and
   - A description of any potential issues that may affect project completion.
3. The Performance Report must be submitted through FEMA GO.
4. Performance Report Due Dates
   - No later than July 30 (for the period January. 1 – June 30)
   - No later than January 30 (for the period July 1 – December 31)

F. Closeout Reporting Requirements
Within 120 days after the end of the POP, or after an amendment has been issued to close out a federal award, recipients must submit the following:

1. The final request for payment, if applicable.
2. The final FFR.
3. The final progress report detailing all accomplishments.
4. A qualitative narrative summary of the impact of those accomplishments throughout the POP.
5. Other documents required by this NOFO, terms and conditions of the federal award, or other DHS Component guidance.

After FEMA approves these reports, it will issue a closeout notice. The notice will indicate the POP as closed, list any remaining funds to be de-obligated, and address the record maintenance requirement. Unless a longer period applies, such as due to an audit or litigation, for equipment or real property used beyond the POP, or due to other circumstances outlined in 2 C.F.R. § 200.334, this maintenance requirement is three years from the date of the final FFR.

Administrative Closeout

Administrative closeout is a mechanism for FEMA to unilaterally execute closeout of an award. FEMA will use available award information in lieu of final recipient reports, per 2 C.F.R. § 200.344(h)-(i). It is an activity of last resort, and if FEMA administratively closes an award, this may negatively impact a recipient's ability to obtain future funding.

Additional Reporting Requirements

Anytime there is a change in personnel for any of the awardees, their information needs to be submitted for approval (all the previous personal information identified).

G. Disclosing Information per 2 C.F.R. § 180.335
Before entering into a federal award, the applicant must notify FEMA if it knows that the applicant or any of the principals (as defined at 2 C.F.R. § 180.995) for the federal award:

1. Are presently excluded or disqualified;
2. Have been convicted within the preceding three years of any of the offenses listed in § 180.800(a) or had a civil judgment rendered against you for one of those offenses within that time period;
3. Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses listed in § 180.800(a); or
4. Have had one or more public transactions (federal, state or local) terminated within the preceding three years for cause or default.

This is requirement is fully described in 2 C.F.R. §180.335.

Additionally, 2 C.F.R. § 180.350 requires recipients to provide immediate notice to FEMA at any time after entering a federal award if:

1. The recipient learns that either it failed to earlier disclose information as required by 2 C.F.R. § 180.335;
2. Due to changed circumstances, the applicant or any of the principals for the federal award now meet the criteria at 2 C.F.R. § 180.335 listed above.

H. Reporting of Matters Related to Recipient Integrity and Performance
Appendix XII to 2 C.F.R. Part 200 states the terms and conditions for recipient integrity and performance matters used for this funding opportunity.

If the total value of all active federal grants, cooperative agreements, and procurement contracts for a recipient exceeds $10 million at any time during the POP:

1. The recipient must maintain the currency of information reported in SAM.gov about civil, criminal, or administrative proceedings described in paragraph 2 of Appendix XII;
2. The required reporting frequency is described in paragraph 4 of Appendix XII.

I. Single Audit Report
A recipient expending $1 million or more in federal awards (as defined by 2 C.F.R. § 200.1) during its fiscal year must undergo an audit. This may be either a single audit complying with 2 C.F.R. § 200.514 or a program-specific audit complying with 2 C.F.R. §§ 200.501 and 200.507. Audits must follow 2 C.F.R. Part 200, Subpart F, 2 C.F.R. § 200.501, and the U.S. Government Accountability Office (GAO) Generally Accepted Government Auditing Standards.

J. Monitoring and Oversight
Per 2 C.F.R. § 200.337, DHS and its authorized representatives have the right of access to any records of the recipient or subrecipient pertinent to a federal award to perform audits, site visits, and any other official use. The right also includes timely and reasonable access to the recipient's or subrecipient's personnel for the purpose of interview and discussion related to such documents or the federal award in general.

Pursuant to this right and per 2 C.F.R. § 200.329, DHS may conduct desk reviews and make site visits to review and evaluate project accomplishments and management control systems as well as provide any required technical assistance. Recipients and subrecipients must respond in a timely and accurate manner to DHS requests for information relating to a federal award.

FEMA staff will periodically monitor recipients to ensure compliance with federal regulations and FEMA requirements. This includes reviewing administrative processes, policies, procedures, budgets, and other award criteria. In addition to reviewing semi-annual financial and programmatic reports, FEMA may conduct enhanced monitoring through desk reviews, onsite visits, or both. Enhanced monitoring involves analyzing financial compliance, administrative processes, and program activities to identify areas where recipients may need technical assistance, corrective actions, or other support.

Financial and Programmatic Monitoring

FEMA's monitoring strategy includes both financial and programmatic monitoring to ensure effective grant management, accountability, and transparency. These processes:

- Validate progress toward grant and program goals.
- Safeguard federal funds against fraud, waste and abuse.
- **Financial Monitoring** focuses on compliance with statutory and regulatory requirements for grant administration.
- **Programmatic Monitoring** ensures progress toward project goals, addresses issues hindering success, and confirms compliance with the grant's purpose.

Both processes include initial reviews of all open awards, with additional in-depth monitoring for grants that require extra attention.

Recipient Responsibilities

Recipients are responsible for:

- Accounting for receipts and expenditures.
- Managing cash and maintaining adequate financial records.
- Reporting and refunding disallowed expenditures identified in audits.
- Monitoring subrecipients, if acting as a pass-through entity.

Ensuring compliance with the terms and conditions of the award or subaward, including 2 C.F.R. Part 200.

K. Program Evaluation

Title I of the Foundations for Evidence-Based Policymaking Act of 2018, Pub. L. No. 115-435 (2019) (Evidence Act), PUBL435.PS urges federal agencies to use program evaluation as a critical tool to learn, improve delivery, and elevate program service and delivery across the program lifecycle. Evaluation means "an assessment using systematic data collection and analysis of one or more programs, policies, and organizations intended to assess their effectiveness and efficiency." Evidence Act, § 101 (codified at 5 U.S.C. § 311). OMB A-11, Section 290 (Evaluation and Evidence-Building Activities) further outlines the standards and practices for evaluation activities. Federal agencies are required to specify any requirements for recipient participation in program evaluation activities (2 C.F.R. § 200.301). Program evaluation activities incorporated from the outset in the NOFO and program design and implementation allow recipients and agencies to meaningfully document and measure progress and achievement toward program goals and objectives, and identify program outcomes and lessons learned, as part of demonstrating recipient performance (2 C.F.R. § 200.301).

As such, recipients and subrecipients are required to participate in a Program Office (PO) or a DHS Component-led evaluation, if selected. This may be carried out by a third-party on behalf of the PO or the DHS Component. Such an evaluation may involve information collections including but not limited to, records of the recipients; surveys, interviews or discussions with individuals who benefit from the federal award, program operating personnel, and award recipients; and site visits or other observation of recipient activities, as specified in a DHS Component or PO-approved evaluation plan. More details about evaluation requirements may be provided in the federal award, if available at that time, or following the award as evaluation requirements are finalized. Evaluation costs incurred during the POP are allowable costs (either as direct or indirect) in accordance with 2 C.F.R. § 200.413.

Recipients and subrecipients are also encouraged, but not required, to participate in any additional evaluations after the POP ends, although any costs incurred to participate in such evaluations are not allowable and may not be charged to the federal award.

L. Additional Performance Reporting Requirements
Not Applicable.

M. Termination of Federal Award

1. The FY 2026 DHS Standard Terms and Conditions sets forth a term and condition entitled "Termination of a Federal Award." The termination provision condition listed below applies to the grant award and the term and condition in the FY 2026 DHS Standard Terms and Conditions does not.

2. Termination of the Federal Award by FEMA
   FEMA may terminate the federal award in whole or in part for one of the following reasons:
   a. If the recipient or subrecipient fails to comply with the terms and conditions of the federal award.
   b. With the consent of the recipient, in which case FEMA and the recipient must agree upon the termination conditions. These conditions include the effective date and, in the case of partial termination, the portion to be terminated.
   c. If the federal award no longer effectuates the program goals or agency priorities. Under this provision, FEMA may terminate the award for these purposes if any of the following reasons apply:

      i. If DHS/FEMA, in its sole discretion, determines that a specific award objective is ineffective at achieving program goals as described in this NOFO;

ii. If DHS/FEMA, in its sole discretion, determines that an objective of the award as described in this NOFO will be ineffective at achieving program goals or agency priorities;
iii. If DHS/FEMA, in its sole discretion, determines that the design of the grant program is flawed relative to program goals or agency priorities;
iv. If DHS/FEMA, in its sole discretion, determines that the grant program is not aligned to either the DHS Strategic Plan, the FEMA Strategic Plan, or successor policies or documents;
v. If DHS/FEMA, in its sole discretion, changes or re-evaluates the goals or priorities of the grant program and determines that the award will be ineffective at achieving the updated program goals or agency priorities; or
vi. For other reasons based on program goals or agency priorities described in the termination notice provided to the recipient pursuant to 2 C.F.R. § 200.341.
vii. If the awardee falls out of compliance with the agency's statutory or regulatory authority, award terms and conditions, or other applicable laws.

d. For convenience, including, but not limited to, when the award no longer advances agency priorities or the national interest

3. Termination of a Subaward by the Pass-Through Entity

The pass-through entity may terminate a subaward in whole or in part for one of the following reasons identified in 2 C.F.R. § 200.340:

a. If the subrecipient fails to comply with the terms and conditions of the federal award.
b. With the consent of the subrecipient, in which case the pass-through entity and the subrecipient must agree upon the termination conditions. These conditions include the effective date and, in the case of partial termination, the portion to be terminated.
c. If the pass-through entity's award has been terminated, the pass-through recipient will terminate its subawards.

4. Termination by the Recipient or Subrecipient
The recipient or subrecipient may terminate the federal award in whole or in part for the following reason identified in 2 C.F.R. § 200.340: Upon sending FEMA or pass-through entity a written notification of the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if FEMA or the pass-through entity determines that the remaining portion of the federal award will not accomplish the purposes for which the federal award was made, FEMA or the pass-through entity may terminate the federal award in its entirety.

5. Impacts of Termination
   a. When FEMA terminates the federal award before the POP ends due to the recipient's material failure to comply with the terms and conditions of the federal award, FEMA will report the termination in SAM.gov in the manner described at 2 C.F.R. § 200.340(c).
   b. When the federal award is terminated in part or its entirety, FEMA or the pass-through entity and recipient or subrecipient remain responsible for compliance with the

requirements in 2 C.F.R. §§ 200.344 and 200.345.

6. Notification requirements
FEMA or the pass-through entity must provide written notice of the termination in a manner consistent with 2 C.F.R. § 200.341. The federal award will be terminated on the date of the notification unless stated otherwise in the notification.

7. Opportunities to Object and Appeal
Where applicable, when FEMA terminates the federal award, the written notification of termination will provide the opportunity and describe the process, to object and provide information challenging the action, pursuant to 2 C.F.R. § 200.342.

8. Effects of Suspension and Termination
The allowability of costs to the recipient or subrecipient resulting from financial obligations incurred by the recipient or subrecipient during a suspension or after the termination of a federal award are subject to 2 C.F.R. § 200.343.

M. Best Practices
Although not a requirement in the DHS Standard Terms and Conditions, as a best practice, entities receiving funds through this program should ensure that cybersecurity is integrated into the design, development, operation and maintenance of investments that impact information technology (IT) and/or operational technology (OT) systems. Additionally, "The recipient and subrecipient must … take reasonable cybersecurity and other measures to safeguard information including protected personally identifiable information (PII) and other types of information." 2 C.F.R. § 200.303(e).

N. Payment Information

Recipients will submit payment requests in FEMA GO for FY 2025 awards under this program.

Instructions to Grant Recipients Pursuing Payments

FEMA reviews all grant payments and obligations to ensure allowability in accordance with 2 C.F.R. § 200.305. These measures will ensure funds are disbursed appropriately while continuing to support and prioritize communities who rely on FEMA for assistance. Once a recipient submits a payment request, FEMA will review the request. If FEMA approves a payment, FEMA GO will notify recipients and the payment will be delivered pursuant to the recipients' SAM.gov financial information. If FEMA disapproves a payment, FEMA will inform the recipient.

Processing and Payment Timeline

FEMA must comply with regulations governing payments to grant recipients. See 2 C.F.R. § 200.305. For grant recipients other than states, 2 C.F.R. § 200.305(b)(3) stipulates that FEMA is to make payments on a reimbursement basis within 30 days of receiving the payment request, unless FEMA reasonably believes the request to be improper. For state recipients, 2 C.F.R. § 200.305(a) instructs that federal grant payments are governed by Treasury-State Cash

Management Improvement Act (CMIA) agreements ("Treasury-State agreement") and default procedures codified at 31 C.F.R. part 205 and Treasury Financial Manual (TFM) 4A-2000, "Overall Disbursing Rules for All Federal Agencies." *See* 2 C.F.R. § 200.305(a).

Treasury-State agreements generally apply to "major federal assistance programs" that are governed by 31 C.F.R. part 205, subpart A and are identified in the Treasury-State agreement. 31 C.F.R. §§ 205.2, 205.6. Where a federal assistance (grant) program is not governed by subpart A, payment and funds transfers from FEMA to the state are subject to 31 C.F.R. part 205, subpart B. Subpart B requires FEMA to "limit a funds transfer to a state to the minimum amounts needed by the state and must time the disbursement to be in accord with the actual, immediate cash requirements of the state in carrying out a federal assistance program or project. The timing and amount of funds transfers must be as close as is administratively feasible to a state's actual cash outlay for direct program costs and the proportionate share of any allowable indirect costs." 31 C.F.R. § 205.33(a). Nearly all FEMA grants are not "major federal assistance programs." As a result, payments to states for those grants are subject to the "default" rules of 31 C.F.R. part 205, subpart B.

If additional information is needed, a request for information will be issued by FEMA to the recipient; recipients are strongly encouraged to respond to any additional FEMA request for information inquiries within three business days. If an adequate response is not received, the request may be denied, and the entity may need to submit a new reimbursement request; this will re-start the 30-day timeline.

Submission Process

All non-disaster grant program reimbursement requests must be reviewed and approved by FEMA before drawdowns.

For all non-disaster reimbursement requests (regardless of system), please ensure submittal of the following information:

1. Grant ID / Award Number
2. Total amount requested for drawdown
3. Purpose of drawdown and timeframe covered (must be within the award performance period)
4. Subrecipient Funding Details (if applicable).
    - Is funding provided directly or indirectly to a subrecipient?
        - If **no,** include statement "This grant funding is not being directed to a subrecipient."
    - If **yes**, provide the following details:
        - The name, mission statement, and purpose of each subrecipient receiving funds, along with the amount allocated and the specific role or activity being reimbursed.
        - Whether the subrecipient's work or mission involves supporting aliens, regardless of whether FEMA funds support such activities.
        - Whether the payment request includes an activity involving support to aliens.

- Whether the subrecipient has any diversity, equity, and inclusion practices.[4]

5. Supporting documentation to demonstrate that expenses are allowable, allocable, reasonable, and necessary under 2 C.F.R. Part 200 and in compliance with the grant's NOFO, award terms, and applicable federal regulations.

O. Immigration Conditions
The term titled "Communication and Cooperation with DHS and Immigration Officials" and paragraph (2)(a)(ii) of the term titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the *False Claims* Act" in the FY 2026 DHS Standard Terms and Conditions do not apply to any federal award under this funding opportunity.

10. Other Information

A. Period of Performance (POP) Extension
Extensions to the POP are allowed for R&R Activity grants only.

Recipients should consult with their FEMA point of contact for requirements related to a performance period extension.

Extension requests will be granted only due to compelling legal, policy or operational challenges. Extension requests will only be considered for the following reasons:

1. Contractual commitments by the recipient or subrecipient with vendors that prevent completion of the project, including delivery of equipment or services, within the existing POP;
2. The project must undergo a complex environmental review that cannot be completed within the existing POP;
3. Projects are long-term by design, and therefore acceleration would compromise core programmatic goals; or
4. Where other special or extenuating circumstances exist.

Pursuant to the preliminary injunction order issued on November 21, 2025, in County of Santa Clara et al. v. Noem, et al., No. 25-cv-08330-WHO (N.D. Cal.), the DHS Standard Term and Condition titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the False Claims Act" does not apply to awards or subawards issued to any of the plaintiffs subject to the preliminary injunction order while the order remains in effect. If the preliminary injunction is stayed, vacated, or extinguished, the term will immediately become effective.

Pursuant to the preliminary injunction order issued on November 21, 2025, in City of Chicago et al. v. Noem, et al., No. 25-CV-12765 (N.D. Ill.), the DHS Standard Term and Condition titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the False Claims Act" does not apply to awards or subawards issued to any of the plaintiffs subject to the preliminary injunction order while the order remains in effect. If the preliminary injunction is stayed, vacated, or extinguished, the term will immediately become effective.

Pursuant to the preliminary injunction order issued on October 31, 2025, in City of Seattle v. Trump, et al., No. 2:25-cv-01435-BJR (W.D. Wa.), the DHS Standard Term and Condition titled "Anti-Discrimination" does not apply to awards or subawards issued to any of the plaintiffs subject to the preliminary injunction order while the order remains in effect. If the preliminary injunction is stayed, vacated, or extinguished, the term will immediately become effective.

As stated above, Paragraph(2)(a)(ii) of the DHS Standard Term and Condition titled "Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the False Claims Act" will not apply even if any of these preliminary injunctions are stayed, vacated, or extinguished.

Recipients must submit all proposed extension requests to FEMA for review and approval at least 120 days before the end of the POP to allow sufficient processing time. The review process can take up to 30 days or longer. Recipients should factor this review period into the timing of when to submit a request for an extension. Extensions are typically granted for no more than a six-month period.

All extension requests must address the following:

1. The grant program, fiscal year, and award number;
2. The reason for delay – including details of the legal, policy, or operational challenges that prevent final outlay of awarded funds by the deadline;
3. Current status of the activity or activities;
4. Approved POP termination date and new project completion date;
5. Amount of funds drawn down to date;
6. Remaining available funds, both federal and non-federal, if applicable;
7. Budget outlining how remaining federal and non-federal funds will be expended;
8. Plan for completion, including milestones and timeframes for achieving each milestone and the individual responsible for completing the plan;
9. Certification that the activity or activities will be completed within the extended POP without any modification to the original statement of work, as described in the original statement of work and as approved by FEMA.

B. Other Information

a. Environmental Planning and Historic Preservation (EHP) Compliance

FEMA is required to consider effects of its actions on the environment and historic properties to ensure that activities, grants and programs funded by FEMA, comply with federal EHP laws, Executive Orders, regulations and policies.

Recipients and subrecipients proposing projects with the potential to impact the environment or cultural resources, such as the modification or renovation of existing buildings, structures, and facilities, and/or new construction and/or replacement of buildings, structures and facilities, must participate in the FEMA EHP review process. This includes conducting early engagement to help identify EHP resources, such as threatened or endangered species, historic properties, or communities with environmental concerns; submitting a detailed project description with supporting documentation to determine whether the proposed project could impact EHP resources; and identifying mitigation measures and/or alternative courses of action that may lessen impacts to those resources.

FEMA is sometimes required to consult with other regulatory agencies and the public to complete the review process. Federal law requires EHP review to be completed before federal funds are released to carry out proposed projects. FEMA may not be able to fund projects that are not in compliance with applicable EHP laws, Executive Orders, regulations, and policies. FEMA may recommend mitigation measures and/or alternative courses of action to lessen impacts to EHP resources and bring the project into EHP compliance.

EHP guidance is found at Environmental Planning and Historic Preservation. The site contains links to documents identifying agency EHP responsibilities and program requirements, such as implementation of the National Environmental Policy Act and other EHP laws, regulations and Executive Orders. DHS and FEMA EHP policy is also found in the EHP Directive & Instruction.

All FEMA actions, including grants, must comply with National Flood Insurance Program (NFIP) criteria or any more restrictive federal, state or local floodplain management standards or building code (44 C.F.R. § 9.11(d)(6)). For actions located within or that may affect a floodplain or wetland, the following alternatives must be considered: a) no action; b) alternative locations; and c) alternative actions, including alternative actions that use natural features or nature-based solutions. Where possible, natural features and nature-based solutions shall be used. If not practicable as an alternative on their own, natural features and nature-based solutions may be incorporated into actions as minimization measures.

The GPD EHP screening form is located at https://www.fema.gov/sites/default/files/documents/fema_ehp-screening_form_ff-207-fy-21-100_5-26-2021.pdf.

b. *Procurement Integrity*
When purchasing under a FEMA award, recipients and subrecipients must comply with the federal procurement standards in 2 C.F.R. §§ 200.317-200.327. To help determine whether an action is a procurement or instead a subaward, please consult 2 C.F.R. § 200.331.
For detailed guidance on the federal procurement standards, recipients and subrecipients should refer to various materials issued by FEMA's Procurement Disaster Assistance Team (PDAT). Additional resources, including an upcoming trainings schedule can be found on the PDAT Website: https://www.fema.gov/grants/procurement.

Under 2 C.F.R. § 200.317 when procuring property and services under a federal award, States (including territories) and Indian Tribes, must follow the same policies and procedures they use for procurements from their non-federal funds; additionally, states and Indian Tribes must now follow 2 CFR §200.322, regarding domestic preferences for Procurements and 2 CFR§ 200.327 regarding required contract provisions.

Local government and nonprofit recipients or subrecipients must have and use their own documented procurement procedures that reflect applicable state, local, tribal and territorial (SLTT) laws and regulations, provided that the procurements conform to applicable federal law and the standards identified in 2 C.F.R. Part 200.

1. Important Changes to Procurement Standards in 2 C.F.R. Part 200

On April 22, 2024, OMB updated various parts of Title 2 of the Code of Federal Regulations, among them the procurement standards. These revisions apply to all FEMA awards with a federal award date or disaster declaration date on or after October 1, 2024, unless specified otherwise. The changes include updates to the federal procurement standards, which govern how FEMA award recipients and subrecipients must purchase under a FEMA award.

More information on OMB's revisions to the federal procurement standards can be found in Purchasing Under a FEMA Award: 2024 OMB Revisions Fact Sheet.

2. Competition and Conflicts of Interest

2 CFR §200.319(b), applicable to local government and nonprofit recipients or subrecipients, requires that contractors that develop or draft specifications, requirements statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. FEMA considers these actions to be an organizational conflict of interest and interprets this restriction as applying to contractors that help a recipient or subrecipient develop its grant application, project plans, or project budget. This prohibition also applies to the use of former employees to manage the grant or carry out a contract when those former employees worked on such activities while they were employees of the recipient or subrecipient.

Under this prohibition, unless the recipient or subrecipient solicits for and awards a contract covering both development and execution of specifications (or similar elements as described above), and this contract was procured in compliance with 2 C.F.R. § § 200.317-200.327, federal funds cannot be used to pay a contractor to carry out the work if that contractor also worked on the development of those specifications. This rule applies to all contracts funded with federal grant funds, including pre-award costs, such as grant writer fees, as well as post- award costs, such as grant management fees.

In addition to organizational conflicts of interest, situations considered to be restrictive of competition include, but are not limited to:

- Placing unreasonable requirements on firms for them to qualify to do business;
- Requiring unnecessary experience and excessive bonding;
- Noncompetitive pricing practices between firms or between affiliated companies;
- Noncompetitive contracts to consultants that are on retainer contracts;
- Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
- Any arbitrary action in the procurement process.

Under 2 C.F.R§ 200.318(c)(1), local government and nonprofit recipients or subrecipients are required to maintain written standards of conduct covering conflicts of interest and governing the actions of their employees engaged in the selection, award, and administration of contracts. **No employee, officer or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such conflicts of interest would arise when the employee, officer or agent, any member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the recipient or subrecipient may neither solicit nor accept gratuities, favors or anything of monetary value from contractors or parties to subcontracts. However, the recipient or subrecipient may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The recipient's or subrecipient's standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents.**

Under 2 C.F.R. 200.318(c)(2), if the local government and nonprofit recipient or subrecipient has a parent, affiliate, or subsidiary organization that is not a SLTT government, the recipient or subrecipient must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflict of interest means that because of a relationship with a parent company, affiliate, or subsidiary organization, the recipient or subrecipient is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization. The recipient or subrecipient must disclose in writing any potential conflicts of interest to FEMA or the pass-through entity in accordance with applicable FEMA policy.

3. Supply Schedules and Purchasing Programs

Generally, a recipient or subrecipient may seek to procure goods or services from a federal supply schedule, state supply schedule, or group purchasing agreement.

Information about GSA programs for states, Indian Tribes, and local governments, and their instrumentalities, can be found at Purchasing Resources and Support for State and Local Governments.pdf

4. Procurement Documentation

Per 2 C.F.R. § 200.318(i), local government and nonprofit recipients or subrecipients are required to maintain and retain records sufficient to detail the history of procurement covering at least the rationale for the procurement method, selection of contract type, contractor selection or rejection, and the basis for the contract price. States and Indian Tribes are reminded that in order for any cost to be allowable, it must be adequately documented per 2 CFR §200.403(g).

Examples of the types of documents that would cover this information include but are not limited to:

- Solicitation documentation, such as requests for quotes, invitations for bids, or requests for proposals;
- Responses to solicitations, such as quotes, bids, or proposals;
- Pre-solicitation independent cost estimates and post-solicitation cost/price analyses on file for review by federal personnel, if applicable;
- Contract documents and amendments, including required contract provisions; and
- Other documents required by federal regulations applicable at the time a grant is awarded to a recipient.

c. *Financial Assistance Programs for Infrastructure*

1. Recipients and subrecipients must comply with FEMA's implementation requirements of the Build America, Buy America Act (BABAA), which was enacted as part of the Infrastructure Investment and Jobs Act §§ 70901-70927, Pub. L. No. 117-58 (2021); and Executive Order 14005, Ensuring the Future is Made in All of America by All of America's Workers. See also 2 C.F.R. Part 184, Buy America Preferences for Infrastructure Projects and Office of Management and Budget (OMB), Memorandum M-24-02, Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure.

None of the funds provided under this program may be used for a project for infrastructure unless the iron and steel, manufactured products, and construction materials used in that infrastructure are produced in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

To see whether a particular FEMA federal financial assistance program is considered an infrastructure program and thus required to implement FEMA's Build America, Buy America requirements, please see Programs and Definitions: Build America, Buy America Act | FEMA.gov

2. Waivers

When necessary, recipients (and subrecipients through their pass-through entity) may apply for, and FEMA may grant, a waiver from these requirements.

A waiver of the domestic content procurement preference may be granted by the agency awarding official if FEMA determines that:

- Applying the domestic content procurement preference would be inconsistent with the public interest, or
- The types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality, or
- The inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25%.

The process for requesting a waiver from the Buy America preference requirements can be found on FEMA's website at: "Buy America" Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov.

3. Definitions

For definitions of the key terms of the Build America, Buy America Act, please visit Programs and Definitions: Build America, Buy America Act | FEMA.gov.

a. *Mandatory Disclosures*
The non-Federal entity or applicant for a federal award must disclose, in a timely manner, in writing to the federal awarding agency or pass-through entity all violations of federal criminal law involving fraud, bribery or gratuity violations potentially affecting the federal award, 2 CFR § 200.113 .

b. ***Adaptive Support***
Pursuant to Section 504, of the Rehabilitation Act of 1973 , recipients of FEMA financial assistance must ensure that their programs and activities do not discriminate against qualified individuals with disabilities.

c. ***Record Retention***
1. Record Retention Period

Financial records, supporting documents, statistical records, and all other non-federal entity records pertinent to a federal award generally must be maintained for at least three years from the date the final FFR is submitted. *See* 2 C.F.R. §200.334. Further, if the recipient does not submit a final FFR and the award is administratively closed, FEMA uses the date of administrative closeout as the start of the general record retention period.

The record retention period **may be longer than three years or have a different start date** in certain cases.

2. Types of Records to Retain

FEMA requires that recipients and subrecipients maintain the following documentation for federally funded purchases:

- Specifications
- Solicitations
- Competitive quotes or proposals
- Basis for selection decisions
- Purchase orders
- Contracts
- Invoices
- Canceled checks

d. ***Actions to Address Noncompliance***
Non-federal entities receiving financial assistance funding from FEMA are required to comply with requirements in the terms and conditions of their awards or subawards, including the terms set forth in applicable federal statutes, regulations, NOFOs and policies. Throughout the award lifecycle or even after an award has been closed, FEMA or the pass-through entity may discover potential or actual noncompliance on the part of a recipient or subrecipient.

In the case of any potential or actual noncompliance, FEMA may place special conditions on an award per 2 C.F.R.§ 200.208 and 2 C.F.R.§ 200.339. FEMA may place a hold on funds until the matter is corrected, or additional information is provided per 2 C.F.R.§ 200.339. or it may do both. Similar remedies for noncompliance with certain federal civil rights laws are authorized pursuant to 44 C.F.R. Part 7 and 44 C.F.R. Part 19 or other applicable regulations.
If the noncompliance is not able to be corrected by imposing additional conditions or the recipient or subrecipient refuses to correct the matter, FEMA may take other remedies allowed under 2 C.F.R.§ 200.339.

e. ***Audits***

FEMA grant recipients are subject to audit oversight from multiple entities including the DHS Office of the Inspector General (OIG), the Government Accountability Office (GAO), the pass-through entity, or independent auditing firms for single audits, and may cover activities and costs incurred under the award. Auditing agencies such as the DHS OIG, the GAO, and the pass-through entity (if applicable), and FEMA in its oversight capacity, must have access to records pertaining to the FEMA award.

11. Appendix A – FY 2025 SAFER Program Updates

Appendix A contains a brief list of changes between FY 2024 and FY 2025 to the SAFER Program. The FY 2025 SAFER Program NOFO contains some changes to definitions, descriptions, and priority categories. Changes include:

- Under Definitions
    - Clarification regarding roles and responsibilities for Grant Administrators, Program Managers and R&R Coordinators.
    - Clarification regarding Explorer, Cadet, or Mentoring Programs.
- R&R Activity – Eligible Costs: Medium Priority
    - Training supplies and nominal stipends are now eligible costs to support an explorer, cadet, or mentoring program.
    - Medium Priority wellness program costs are not eligible unless paired with a request for a High Priority Wellness and Fitness cost (e.g. physicals). Eligible Medium Priority wellness program costs are now limited to those described in the R&R Activity – Eligible Costs: Medium Priority table.
- Excess funds restrictions have been updated.

12. Appendix B – Programmatic Information and Priorities

Appendix B contains details on SAFER Program information and priorities. Reviewing this information may help applicants make their application(s) more competitive.

A. Ineligible Applications and Organizations
Volunteer and combination fire departments may apply for both the Hiring Activity and the R&R Activity, but they must submit separate applications for each. Applicants are limited to one application per activity per application period. If an applicant submits more than one application for the same activity during a single period, FEMA will disqualify both applications.

If two or more of the following entities have separate funding streams, personnel rosters, and EINs but share the same facilities, FEMA considers them separate organizations for FY 2025 SAFER Program eligibility:

- Fire departments
- National, state, local, federally recognized Tribal Nation, and nonprofit interest organizations

However, if two or more organizations sharing facilities apply for the same activity (e.g., Hiring of Firefighters), FEMA may review and compare their applications to determine eligibility and avoid duplicating benefits.

Federal employees are prohibited from participating in any capacity (paid or unpaid) in the development of applications submitted under this program.

Examples of Ineligible Applications and Organizations

The following are ineligible to apply:

- For-profit organizations, federal agencies, and individuals
- Fire departments that are federal entities or contracted by the federal government and solely responsible for fire suppression on federal installations or land
- Fire departments that are not independent entities but are part of, controlled by, or under the operational command of a larger department, agency, or Authority Having Jurisdiction (AHJ)
    - **Exception:** If a fire department is part of the same legal entity as a municipality or other government organization and meets eligibility criteria, the municipality or organization may apply on behalf of the fire department. The application must clearly state that the fire department is part of the same legal entity.
- State or local agencies, subsets of governmental entities, or authorities that do not meet the requirements defined by 15 U.S.C. § 2229a(a)(1)(A) and (a)(2).
- Ambulance services, emergency medical service organizations, rescue squads, auxiliaries, dive teams, and urban search and rescue teams.
- Non-federal airport or port authority fire departments whose sole responsibility is fire suppression on airport grounds or port facilities, unless they have a formally recognized agreement to provide fire suppression on a first-due basis outside the airport or port.

Duplicate Applications
If an applicant submits two or more applications for the same activity, both may be disqualified.

Exception for Multi-Agency Applications

An entity applying on behalf of other organizations (e.g., multiple fire departments under the same county, city, borough, parish, or municipality) may request similar or identical costs. The application must clearly state which costs (including quantities) are for each agency or organization.

B. Supporting Definitions for this NOFO
Attrition is a gradual reduction in work force without laying off personnel, e.g., when workers resign or retire and are not replaced.

Authority Having Jurisdiction (AHJ) is that person or office charged with enforcing the NFPA codes (Per NFPA101-2024 Edition: Life Safety Code).

Automatic Aid is a plan developed between two or more fire departments for immediate joint response on first alarms (Per NFPA 1710 – 2020 edition and NFPA 1720 – 2020).

Benefits, as defined in 2 C.F.R. § 200.431, means the regular compensation paid to employees during periods of authorized absences from the job, e.g., vacation leave, sick leave, military leave. Benefits may include employer contributions or expenses for social security, employee insurance, workmen's compensation, and pension plan costs, and the like, whether treated as indirect costs or as direct costs, and are also eligible and shall be distributed to awards and other activities in a manner consistent with the pattern of benefits accruing to the individuals or group of employees whose salaries and wages are chargeable.

Career Fire Department, as defined in 15 U.S.C. § 2229, means a fire department that has an all-paid force of firefighting personnel other than paid-on-call firefighters.

Combination Fire Department, as defined in 15 U.S.C. § 2229, means a fire department that has paid firefighting personnel and volunteer firefighting personnel. FEMA considers a fire department with firefighting personnel paid a stipend, regardless of the amount, on a per event basis, or paid on- call, to be a combination fire department. This includes non-fire emergency medical service personnel of the department.

Emergency Medical Services Organization is a public or private organization that provides direct emergency medical services, including medical transport, and are not eligible for SAFER grant funding.

Explorer, Cadet or Mentoring Program, also known as a junior firefighter program, is a program conducted by a fire department to introduce youths between the ages of 15 and 18 to the fire service. Such programs teach basic firefighting skills, provide opportunities for mentorship by adult career and volunteer firefighters, and encourage future participation in the fire service. An explorer, cadet or mentoring program is a valuable volunteer firefighter recruitment tool because it grows the local population of individuals with basic firefighter training and interest in supporting their local fire department. Programs must be conducted in accordance with state and federal labor law and explorers, cadets, or junior firefighters should not engage in fireground/scene operations other than providing support or auxiliary work outside the operational area.

Fire Department is an agency or organization that has a formally recognized arrangement with a state, territory, local government, or Tribal Nation authority (city, county, parish, fire district, township, town, village or other governing body) to provide fire suppression on a first-due basis to a fixed geographical area. Fire departments may be comprised of members who are volunteer, career, or a combination of volunteer and career.

Firefighter is an individual having the legal authority and responsibility to engage in fire suppression; employed by a fire department of a municipality, county, fire district, or state, engaged in the prevention, control and extinguishing of fires; and responding to emergency situations in which life, property or the environment is at risk. This individual must be trained in fire suppression, but may also be trained in emergency medical care, hazardous materials awareness, rescue techniques, and any other related duties provided by the fire department.

Grant Administrator is an individual who is responsible for managing the financial and administrative aspects of grants supporting R&R projects or programs designed to benefit combination or majority volunteer fire departments. This role ensures compliance with grant terms, oversees budgeting and reporting, and facilitates the effective use of grant funds to achieve program objectives. The Grant Administrator serves as the liaison between the funding agency, program staff, and fire departments to ensure transparency and accountability.

Initial Full Alarm Assignment is the personnel, equipment, and resources ordinarily dispatched upon notification of a structural fire.

Majority Career departments are considered majority career if more than 50 % of the active firefighting membership is salaried staff.

Majority Volunteer departments are considered majority volunteer if more than 50 % of the active firefighting membership is NOT compensated for service other than a nominal stipend and insurance.

Mutual Aid is a written intergovernmental agreement between agencies or jurisdictions stating that they will assist one another on request by furnishing personnel, equipment or expertise in a specified manner (NFPA 1710 Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments, 2020 edition; and NFPA 1720 Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments, 2020 Edition).

National, State, Local or Federally Recognized Tribal Organizations that Represent the Interests of Volunteer Firefighters are organizations that support or represent the interests of firefighters in front of legislative bodies at the local, state, tribal or federal level. Such organizations include, but are not limited to, state or local firefighter or fire chiefs' associations, and volunteer firefighter relief organizations and associations. FEMA shall make the final determination as to whether an applicant is an appropriate volunteer firefighter interest group. The District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of Puerto Rico are all defined as "States" in the Federal Fire Prevention and Control Act of 1974. See 15 U.S.C. § 2203(10).

New Recruit is a volunteer that joins the department with the intent to serve as a firefighter, after the recipient is notified of the grant award (the date of the award notification email in FEMA GO).

Nominal Stipend is a stipend that does not exceed 20 % of what the fire department would otherwise pay to hire a full-time firefighter to perform the services for which the stipend is provided.

Whether a stipend falls above or below the 20 % threshold may be determined in one of two ways. Departments that maintain paid full-time firefighters on their payrolls may compare the stipend to the salary they pay a full-time firefighter who performs similar services to determine whether the stipend is more or less than 20 % of that salary.

Departments that do not maintain full time firefighters on their payrolls may make the determination based on a comparison to the salary paid to a full-time firefighter in a neighboring jurisdiction, elsewhere in the state or ultimately the nation, and may also utilize data from the U.S. Department of Labor's Bureau of Labor Statistics. A nominal stipend may also include reimbursements to volunteer firefighters for approximate out-of- pocket expenses they incur.

If a stipend paid exceeds 20 % of the prevailing wage calculated as described above, then the firefighter receiving compensation would not qualify as a volunteer and is considered an employee who may be covered by the *Fair Labor Standards Act (FLSA)* minimum wage and overtime provisions.

Operational Budget is the funding supporting fire-related programs or emergency response activities (e.g., salaries, maintenance, equipment, apparatus).

Operational Position is a position with a primary assignment (more than 50 % of time) on a fire suppression vehicle, regardless of collateral duties, in support of the department's NFPA 1710 or NFPA 1720 compliance.

Paid-on-Call is defined as firefighters who are paid a stipend for each event to which they respond. Paid-on-call firefighters may be considered paid firefighters or volunteer firefighters, depending on whether the stipend they receive is a nominal stipend. For the purposes of this SAFER Program, a department whose membership is composed of all volunteer firefighters, including any paid-on-call firefighters who receive only a nominal stipend, will be considered a volunteer fire department. Also, for the purposes of this SAFER Program, a department composed of any paid-on-call firefighters who receive more than a nominal stipend will be considered a combination fire department. Also refer to the definition of a nominal stipend.

Part-Time Firefighter is a firefighter who works less than 40 hours per week. When more than one part-time firefighter shares a position that results in work in excess of 40 hours per week, FEMA considers that shared assignment to be a Full-Time Equivalent position that must be accounted for in the staffing information provided in the application.

Primary First Due is a geographic area surrounding a fire station in which a company from that station is projected to be first to arrive on the scene of an incident.

Program Manager is an individual who oversees the planning, execution and evaluation of R&R projects or programs designed to benefit combination and majority volunteer fire departments. This role ensures that all program activities align with organizational goals, comply with funding requirements, and achieve measurable outcomes. The Program Manager acts as a central point of coordination, managing resources, timelines, and stakeholder relationships to ensure program success.

R&R Coordinator is an individual who is responsible for developing, implementing and managing strategies to recruit and retain volunteer firefighters within combination and majority volunteer fire departments. This role focuses on outreach, engagement, and support initiatives to ensure the sustainability of volunteer staffing levels. Key responsibilities include organizing recruitment campaigns, conducting retention-focused activities, addressing barriers to volunteer participation, and fostering a positive environment within the fire department.

Salary is a fixed payment made by an employer to an employee to compensate for a regular work schedule. Typically, the payment is made monthly, biweekly or weekly, but often expressed as an annual sum. The salary structure should be documented in writing by the employer. Note: Only costs for overtime that an employer routinely pays as a part of a firefighter's regularly scheduled and contracted shift hours to comply with FLSA are eligible salary costs under the Hiring Activity.

State, as defined in 6 U.S.C. § 101(17), is defined as any of the 50 states, the District of Columbia, Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

Staffing and Deployment is the minimum staffing requirements to ensure enough members are available to operate safely and effectively as defined in NFPA 1710 and 1720.

Supplanting is to replace or take place of funds that would otherwise be available from state or local sources, or the Bureau of Indian Affairs.

Tuition Assistance is only eligible for reimbursement of undergraduate and graduate studies, vocational/technical training, certification, and job training programs for the member of the department and not a spouse nor a dependent.

Volunteer Fire Department, as defined in 15 U.S.C. § 2229, means a fire department that has an all-volunteer force of firefighting personnel.

C. Application Tips

The following information may be useful when preparing a competitive application:

- NFPA – "FREE ACCESS": As part of its commitment to enhancing public safety and supporting the emergency responder, the NFPA makes its codes and standards available online for free. Please visit http://www.nfpa.org/freeaccess.
- For the most competitive applications, select those local need(s) that most closely align with one or more SAFER Program funding priorities.
- Applications differ based on the applicant type. For example, the Hiring Activity application will be different from the fire department application for the R&R Activity; the R&R application will be different for a fire department than an interest organization. Be sure to select the appropriate applicant type when applying.
- When filling out the online application, applicants are required to provide basic demographic information regarding their organization and the community served and

must provide detailed information regarding the items or activities for which they are seeking funding.

- If awarded, the application request(s) may be modified during the award review process; if the awarded activities, Scope of Work, or amount(s) do not match the application as submitted, the grant recipient shall only be responsible for completing the activities funded. The grant recipient is under no obligation to start, modify or complete any activities requested, but not funded by this award. Please review the Award Package.

D. Funding Limitation

Specific funding parameters are either required by law or are the outcome of recommendations from the CDP. Each requirement is identified below, followed by the source of the requirement noted in parentheses:

- A total of 10 % of the funding appropriated for FY 2025 SAFER Program awards is set aside for the recruitment and retention of volunteer firefighters (15 U.S.C. § 2229a(a)(2)).
  - No more than 33 % of the total amount allocated for the recruitment and retention of volunteers can be awarded to national, state, local, territorial, or federally recognized tribal organizations that represent the interests of volunteer firefighters (CDP).
- A total of 10 % of funding appropriated for FY 2025 SAFER Program awards is set aside for grants awarded to all volunteer or majority volunteer departments for hiring of firefighters (15 U.S.C. § 2229a(a)(1)(H)).
  - A majority volunteer fire department is one that more than half its personnel do not receive financial compensation for their services, other than life, health and worker's compensation insurance, or a nominal stipend payment, including certain paid-on-call personnel. Although applications are normally awarded based on total score (high to low), to meet this 10% statutory set aside, the SAFER Program Office may be required to fund an application that meets the criteria for the set aside instead of a higher-scoring application that does not meet the set aside criteria (15 U.S.C. § 2229a(a)(1)(H)).
  - If FEMA awards less than 10 % of the funds available for the hiring of firefighters to volunteer and majority volunteer fire departments, it must transfer the remaining funds to provide grants for the recruitment and retention of volunteer firefighters (15 U.S.C. § 2229a(a)(1)(H)).

E. Funding Priorities

a. *Meeting the National Standards*

FEMA prioritizes bringing non-compliant (NFPA 1710 or 1720) departments into compliance in the most cost-effective manner.

FEMA will ask applicants general questions about the NFPA standard they are attempting to meet as well as their current ability to meet that standard (without the use of overtime).

FEMA will also ask applicants to indicate what their ability will be to meet that same standard if awarded grant funds. Having additional firefighters on staff should improve a local fire department's ability to comply with the staffing, response and operational standards that enhance community and firefighter safety.

Applications resulting in the largest percentage increases in compliance with the relevant section of NFPA 1710 (for career departments) or 1720 (for volunteer departments) receive higher pre-scores than applications resulting in smaller percentage increases in compliance.

Note: SAFER Program grants focus only on the Deployment, or Staffing and Deployment sections of these two standards, respectively.

- NFPA 1710 Assembly Requirements – Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Department (Section 5.2.4.1 – Single-Family Dwelling Initial Full Alarm Assignment Capability, Section 5.2.3.1 – Engine Companies, 3.3.53 Rapid Intervention Crew). This standard applies primarily to career fire departments and combination departments if the combination department chooses it.

- NFPA 1720 Assembly Requirements – Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments (Section 4.3 – Staffing and Deployment, Section 4.6 Initial Firefighting Operations). This standard applies primarily to all-volunteer fire departments, but it may also apply to combination departments if the combination department does not choose to comply with the NFPA 1710 standard.

F. Hiring Activity Overview

Hiring Activity grants help volunteer, combination and career fire departments improve or restore staffing levels for better emergency response and safer incident scenes. FEMA provides these grants directly to fire departments, offering financial support to hire new firefighters **("New Hires")** and expand their frontline workforce.

All the following are considerations in prescoring and peer review determinations: High (H), Medium (M), Low (L)

a. ***Compliance with NFPA Standards***

The tables below identify the priority levels for current and new compliance with the NFPA 1710/1720 standards discussed in Appendix B Section E. Funding Priorities of this NOFO.

Current (Pre-Award) 1710/1720 Compliance Priorities	
H Never or 0%	M Half of the time or 40-59%
H Rarely or 1-19%	L Very often or 60-79%
M Sometimes or 20-39%	L Most of the time or 80-100%

New (Post-Award) 1710/1720 Compliance Priorities

H Always or 91-100%	**M** Half of the time or 40-59%
H Most of the time or 80-90%	**L** Sometimes or 20-39%
M Very often or 60-79%	**L** Rarely or 0-19%

b. ***Call Volume and Population Served***
Department call volume and population served are both factors in the initial application evaluation. Departments responding to a higher number of incidents and departments that protect a larger jurisdiction will receive higher consideration than those departments responding to fewer incidents and protecting smaller jurisdictions.

c. ***Firefighter Health Measures***
The health and well-being of firefighters is of paramount importance. Therefore, applicants who indicate they will provide newly hired firefighters with an entry-level physical and receive immunizations and who indicate they will provide annual medical exams receive higher consideration than applicants who do not specify that these benefits will be provided. To qualify for this higher consideration, the physicals must be consistent with those required under NFPA 1580 Chapter 13, Occupational Medical: Evaluations (NFPA 1582).

Entry-Level Medical Exams	
H NFPA 1582-compliant physicals	**M** Non-NFPA 1582-compliant physicals

Annual Medical Exams	
H NFPA 1582-compliant physicals	**M** Non-NFPA 1582-compliant physicals

d. ***Training Requirements***
Applicants receive higher pre-scores if the personnel funded under the grant will meet the minimum Emergency Medical Services (EMS) training and certification requirements prescribed by the AHJ.

G. R&R Activity – Fire Departments Overview
R&R Activity grants help fire departments recruit and keep volunteer firefighters trained in firefighting and emergency response. These increase the number of skilled, certified, and capable firefighters who can safely respond to emergencies in the department's service area.

The following are considerations in prescoring and peer review determinations. Program priorities are listed as: **High (H), Medium (M), Low (L)**

a. ***Compliance with NFPA Standards***
The highest priority is to assist departments experiencing a high rate of turnover and that have staffing levels significantly below the ideal staffing level required to comply with NFPA standards 1710 or 1720 as discussed in <u>Appendix B – Programmatic Information and Priorities, Funding Priorities</u> of this NOFO.

b. ***Volunteer Membership***

Departments or organizations with the highest percentage of volunteers are prioritized for recruitment and retention support. Applicants with mostly volunteer members or a large number of volunteer firefighters will receive greater consideration.

Percentage of Volunteer Firefighters	
H 91-100%	M 41-50%
H 81-91%	M 31-40%
H 71-80%	L 21-30%
H 61-70%	L 11-20%
M 51-60%	L 1-10%

c. ***Call Volume***
Department call volume is a factor in the initial evaluation. Departments responding to a higher number of incidents receive higher consideration.

d. ***Firefighter Health Measures***
Applicants who commit to providing newly recruited firefighters with an entry-level physical, immunizations, and annual medical exams will receive higher consideration. These physicals must meet the standards outlined in NFPA 1582, Chapter 13: Occupational Medical Evaluations.

Additionally, applicants who offer worker's compensation or Accidental Death & Dismemberment (AD&D) benefits to their members will receive higher consideration compared to those who do not specify these benefits.

Entry-Level Medical Exams	
H NFPA 1582-compliant physicals	**M** Non-NFPA 1582-compliant physicals

Annual Medical Exams	
H NFPA 1582-compliant physicals	**M** Non-NFPA 1582-compliant physicals

e. ***Firefighter Training and Certification Requirements***

Firefighter	
H Both Firefighter (FF) II/Emergency Medical Technician (EMT)	**M** FF I
H FF II	**L** First Responder
M Both FF I/EMT	

f. ***R&R Coordinator/Program Manager/Grant Administrator***

R&R Coordinator
H Applicants who currently have an R&R coordinator, program manager, or grant administrator in place
M Applicants who request grant funding for an R&R coordinator, program manager, or grant administrator's position

L Applicants who do not have, or are not requesting, an R&R coordinator, program manager, or grant administrator

g. *Regional Requests*

Applications that will have a direct regional or local benefit beyond the immediate boundaries of the applicant's first-due area will receive higher consideration.

A regional request is an opportunity for an eligible R&R Activity organization to act as a host and apply for funding on behalf of itself and any number of other participating R&R Activity eligible organizations. Regional activities should achieve cost effectiveness, support regional efficiency and resilience, and have a direct regional or local benefit to more than one local jurisdiction (county, parish, town, township, city, or village). Direct regional or local benefit means that other eligible organizations will receive a portion of the grant-awarded funds, and will receive and/or share items purchased with those funds

The community identification characteristic, the organizational status of the applicant, and the permanent resident population should be entered for the host entity, regardless of the composition of the participating partners.

Regional populations served are the aggregate of the geographically fixed areas of the host and participating partner organizations.

Neither the regional host nor any participating partner is prevented from also applying on behalf of their own organization for SAFER funding. However, the regional host or participating partner must not apply for a project or activity that conflicts with or duplicates another project or activity that the host or participating partner already benefits from, or will benefit from if awarded. Applicants must certify that the organizations participating in the application have not received grants for similar items, activities or projects.

In completing the application, the host applicant must include a list of all participating organizations, including a point of contact and phone number for each organization that will directly benefit from the regional project if they receive the grant.

To apply for a regional project, the host organization must agree, if awarded, to be responsible for all aspects of the grant. This includes, but is not limited to, cost share, accountability for the assets, and all reporting requirements in the regional application.

All participants of a regional application must comply with SAFER Program requirements. Upon notification by the SAFER Program Office, the host agency shall not distribute grant-funded assets or provide grant-funded contractual services to non-compliant partner organizations. The host and the delinquent partners will be notified by the SAFER Program Office of their specific non-compliance.

Regional host applicants and participating partner agencies must execute a Memorandum of Understanding (MOU), or equivalent document signed by the host and all participating organizations participating in the award. The MOU must specify the individual and mutual responsibilities of the host and participating partners, the host's and participants' level of involvement in the project(s), the participating partners' EINs, and the proposed distribution of all grant-funded assets or contracted services. Any entity named in the application as benefiting from the award must be an eligible SAFER Program organization and must be a party to the MOU or equivalent document. **Copies of the MOU or equivalent document must be submitted as an attachment in the application.**

H. R&R Activity – National, State, Local, Territorial, or Federally Recognized Tribal Nation Volunteer Firefighter Interest Organizations (Interest Organizations) Overview

Grants awarded under this R&R Activity are to applicants who identify as an Interest Organization. These grants are intended to create an aggregate increase in the number of trained, certified, and competent firefighters capable of safely responding to emergencies on behalf of the fire departments being represented. For this reason, projects that are comprehensive in nature and based on a clear needs assessment, implementation plan, evaluation plan, and have, or will establish, fire service partnerships will receive higher consideration.

In completing the application, the applicant must include data that approximates the characteristics of the entire region and all fire departments affected by the grant. If awarded, recipients may be required to provide documentation of each fire department's consent to participate in the application. Applicants must also certify that they will ensure the fire departments participating in this application have not received grants for similar items/activities. The following identifies the elements that the applications will be evaluated on during the pre-scoring process. Automated (pre-score) evaluation scores represent 30 % of the total application score.

All the following are considerations in pre-scoring and peer review determinations. Program priorities are listed as: **High (H), Medium (M), Low (L)**

a. *Compliance with NFPA Standards*

The highest priority is to assist departments experiencing a high rate of turnover that have staffing levels significantly below the ideal staffing level required to comply with NFPA standards 1710 or 1720 as discussed in Appendix B – Programmatic Information and Priorities, Funding Priorities of this NOFO. Interest Organizations that currently have the lowest recruitment and retention rates among the entire region and all fire departments benefitting from the grant funds receive higher consideration for funding.

b. *R&R Coordinator/Program Manager/Grant Administrator*

R&R Coordinator
H Applicants who currently have a coordinator, program manager, or grant administrator in place
M Applicants who request grant funding for a coordinator, program manager, or grant administrator's position
L Applicants who do not have, nor are not requesting, a coordinator, program manager, or grant administrator

c. *Needs Assessment*

Needs Assessment	
H Applicants with projects based on a needs assessment	L Applicants with projects that are not based on a needs assessment

d. *Fire Service Partnerships*

Fire Service Partnerships	
H Applicants who have, or will establish, fire service partnerships as part of this project	L Applicants who will not have, nor establish, fire service partnerships as part of this project

I. Eligible and Ineligible Costs and Requirements

Regardless of the eligibility of any costs requested or the results of the review of the application conducted in accordance with Section 7 Application Review Information of this NOFO, FEMA reserves the right to approve the activities requested in an application in whole or in part.

Hiring Activity – Eligible Costs and Requirements
Eligible Costs: • Salary and associated benefits (actual payroll expenses) for the positions funded under the SAFER Program grant are eligible. Costs are reimbursable if they are included as part of the standard package, available to all operational firefighter positions, contractually obligated, and reimbursed via payroll. Refer also to the definitions in Appendix B – Programmatic Information and Priorities, Supporting Definitions for this NOFO or this NOFO. • Compensation for a firefighter's normal, contracted work schedule is reimbursable, but overtime costs are not eligible for reimbursement by the SAFER Program grant award (including overtime for holdovers, extra shifts, to attend training, etc.). Only costs for overtime that the fire department routinely pays as a part of the base salary or a firefighter's regularly scheduled and contracted shift hours, to comply with FLSA, are eligible. For more information on FLSA, please visit the U.S. Department of Labor. • Salaries and benefits of firefighters hired with SAFER Program funding while they are engaged in initial recruit training are eligible. **Eligibility Requirements:** • Only firefighters hired after the SAFER Program grant offer of award ("New Hires") are eligible for grant funding. • Only full-time positions are eligible for funding. A full-time position is one position that is funded for at least 2,080 hours per year, e.g., 40 hours per week, 52 weeks per year. • SAFER Program grant funds will only pay for operational positions, whose primary assignment (greater than or equal to 50 % of the time) is on a fire suppression vehicle, regardless of collateral duties.

Hiring Activity – Eligible Costs and Requirements
• Only volunteer and mostly volunteer fire departments may hire individuals to fill officer-level positions (e.g., chief, fire inspector, training officer, safety officer) in addition to their primary operational assignment. • Funds received under the SAFER Program must not be used to replace funds that would be available from state or local sources, or from the Bureau of Indian Affairs, but shall be used to increase the amount of funding that would, in the absence of Federal funds received, be made available from state or local sources, or funds supplied by the Bureau of Indian Affairs.

Hiring Activity - Ineligible Costs
• Salaries and benefits for full-time firefighters who were employees at the time of grant award are ineligible. • Salaries and benefits for job-sharing positions (e.g., utilizing more than one person to fill a full-time SAFER Program-funded position) are ineligible. • SAFER Program funding may not be used to fund promotions for existing members (i.e., to promote a current member by placing the member in a new SAFER Program-funded position with a higher salary). • Pre-application costs, such as grant writer fees, administrative hiring costs (e.g., physicals, medical exams, background checks, etc.), and indirect costs associated with hiring firefighters are ineligible. • Costs to train and equip firefighters (e.g., personal protective equipment or Turnout Gear) are ineligible unless they are salaries and benefits for firefighters hired under the SAFER Program while they are engaged in training. • Costs for additional benefits such as uniform allowances, education stipends, meal allowance, etc., are ineligible unless they are contractually obligated, included as part of the standard benefits package for all employees, and reimbursed via payroll. • Costs of annual physicals or medical exams are ineligible. • Overtime costs are ineligible unless they are costs that the fire department routinely pays as a part of the base salary or a firefighter's regularly scheduled and contracted shift hours to comply with the Fair Labor Standards Act (FLSA). • M&A costs. • Indirect costs.

R&R Activity – Eligibility Requirements
• Applicants must clearly connect the requested activities to the specific recruitment or retention challenges they aim to address. FEMA will not approve funding for any budget item unless the applicant provides enough detail showing how it will improve recruitment and retention. Costs must be reasonable, as determined by FEMA. • Applicants who propose to focus on retention of volunteers will receive equal consideration as applicants focusing on recruitment of volunteers. A focus on retention may include providing incentives for volunteer firefighter members to continue service in a fire department.

R&R Activity – Eligibility Requirements
• SAFER Program grant funds may only be used for volunteer firefighters who are involved with, or trained in, the operations of firefighting and emergency response. • FEMA recommends that departments consult their AHJ or the department's legal counsel to understand the full legal and financial implications involved with implementing or sustaining programs that offer benefits or financial awards to firefighters (e.g., stipends, Length of Service Award Program (LOSAP), or Retirement Program). • All grant-related purchases and activities must be incurred, received and completed within the POP. The period of coverage or service delivery on all contracts and agreements may not begin prior to or extend beyond the POP of the grant. FEMA may permit prorated costs to be charged to the grant for training courses that begin during the period of performance but end after the POP ends. • All funded activities under the R&R Activity must be governed by formally adopted Standard Operating Procedures (SOPs). Minimally, these SOPs should specify who qualifies for each of the incentives, specific requirements for earning the incentives, and the disposition of the awarded incentives if an individual fails to fulfill the stipulations. FEMA may ask for copies of SOPs before or after being awarded. • Funds received under the SAFER Program must not be used to replace funds that would be available from state or local sources, or from the Bureau of Indian Affairs, but shall be used to increase the amount of funding that would, in the absence of Federal funds received, be made available from state or local sources, or funds supplied by the Bureau of Indian Affairs.

R&R Activity – Eligible Costs: High Priority

• Costs to conduct a staffing needs assessment to determine the operational staff and support necessary for the fire department to perform its duties safely and effectively. This may include costs for data collection supplies, hiring contractors or personnel to gather and analyze data, and purchasing software programs.
  o **Note:** If a staffing needs assessment is requested and the application is selected for funding, the staffing needs assessment will be the only activity that will be funded.
• Costs to support a R&R Coordinator, a Program Manager, and/or a Grant Administrator (including reasonable salary, fringe benefits, contract support, supplies, travel, etc.).
  o **Note:** Computers for these positions are low priority items.
• Marketing Program to recruit new volunteer firefighters, such as:
  o Media advertising (e.g., television, radio, social media);
  o Print advertising (e.g., newspapers, billboards, signs, banners, brochures, flyers); and,
  o LED/electronic sign. Note: This is a high priority item only when included as part of a comprehensive marketing program. Only one LED/electronic sign is allowed per applicant and 75% of usage must be dedicated to R&R activities. Allowable costs may be limited to reasonable amounts as determined by FEMA. Additional restrictions apply (for details see Section 10.B.a. Environmental Planning and Historic Preservation (EHP) Compliance of this NOFO).

R&R Activity – Eligible Costs: High Priority

  - **Note:** If requesting funds to recruit new members, a marketing plan must be in place, or the application must show a marketing plan will be implemented either with grant funds (requested as a line item) or that the applicant will implement a marketing plan using existing department resources.
- New Member Costs may include:
  - Entry-level physical exam for each new recruit;
  - Annual physicals for newly recruited members; and
  - Station duty uniforms.
- Wellness and Fitness for Existing Members. Wellness and Fitness costs of an annual exam may include:
  - Physical exams;
  - Job-related immunization;
  - Periodic Physical Exam/Health Screening;
  - Behavioral health;
  - Traditional therapies and preventative care facilitated by a licensed mental health or physical healthcare provider; and
  - Cancer Screening Program to meet NFPA 1582.
  - **Note:** All grant-funded physicals (except those for explorers/cadets) must meet NFPA 1582 standards (Chapter 9, Occupational Medical Evaluation).
- Employee Assistance Program (EAP) to provide behavioral health training for coping with fire service duties.
- New Recruit Basic Training: Training required by the Authority Having Jurisdiction (AHJ) to meet minimum firefighter certification (e.g., CPR, First Responder, EMT, FF1, FF2) that is not covered under the department's normal operating budget is eligible.
  - Reimbursement is also eligible for members' lost wages, mileage/transportation costs, lodging, and per diem while attending required basic training.
  - **Note:** Mileage/transportation, lodging and per diem costs must comply with the department's written travel policies and procedures. If no policies are established, reimbursement will be at the federal government rate.
- Leadership or Career Development Training: Leadership or career development training, when used as a retention incentive and not covered under the department's normal operating budget, is eligible.
  - Reimbursement is also eligible for members' lost wages, mileage/transportation costs, lodging, and per diem while attending leadership/career development training or conferences.
  - **Note:** Mileage/transportation, lodging, and meal costs must comply with the department's written travel policies and procedures. If no policies are established, reimbursement will be at the federal government rate.
  - To be eligible, courses must provide Continuing Education Units (CEU) or certificates of completion.
- Instructor/train-the-trainer training that is not covered under a department's normal operating budget.
- Reimbursement to members for lost wages, mileage and transportation costs, lodging costs, and per diem while attending instructor/train-the-trainer training are also eligible.

R&R Activity – Eligible Costs: High Priority

  - **Note:** Costs for mileage/transportation, lodging, and per diem must comply with the department's written travel policies and procedures. If policies are not established, costs will only be reimbursed at the federal government rate.
- Tuition assistance for higher education (including books, lab fees and student fees).
  - Coursework or certifications in this category should be more advanced than what departments typically fund for required minimum-staffing requirements and specific to an accredited university or trade school program.
  - Courses are not limited to firefighter training or education.
  - Only tuition payments for classes offered and taken during the POP are allowable.
  - Computers for individual students are not eligible for funding.
  - Payments for student loans are not eligible for funding.
  - Recipients must provide internal policies that explain how funding is administered.
  - Allowable costs may be limited to reasonable amounts, as determined by FEMA.
- Personal Protective Equipment (PPE) or Turnout Gear.
  - PPE may only be funded for new firefighters that join the department after the date of grant award, that successfully pass an NFPA 1582-compliant physical, and that are certified as "fit for duty." PPE purchased with SAFER Program funding must be utilized by adequately trained staff.
  - Funds are available to acquire Occupational Safety and Health Administration-required and NFPA-compliant PPE for firefighting personnel. In addition, PPE must meet any national or state standards and increase firefighter safety. Failure to meet these requirements may result in ineligibility for PPE funding. Copies of NFPA standards may be reviewed at http://www.nfpa.org/freeaccess.
  - Only actual costs for PPE are allowed.
  - Allowable costs may be limited to reasonable amounts, as determined by FEMA.
  - To receive payment, recipients must provide the following documentation to support the purchase of PPE:
    - Proof of cost (e.g., invoices) and proof of payment (e.g., canceled checks, bank statements, electronic funds transfers) for PPE.
    - Proof that the firefighter(s) have passed an NFPA 1582-compliant physical and are certified as "fit for duty."
  - Eligible PPE Costs:
    - Only one set of PPE for structural and wildland firefighting per each new recruit.
    - The SAFER Program considers a complete set of structural PPE to be composed of one self-contained breathing apparatus (SCBA) mask or face piece, one pair of pants, one coat, one helmet, two hoods, one pair of boots, two pairs of gloves, one pair of suspenders, and one pair of goggles. In those jurisdictions where additional PPE, like Personal Safety or Rescue Bailout Systems are statutorily required, the SAFER Program will consider all statutorily required items to be part of a complete PPE set.
    - The SAFER Program considers a complete set of wildland PPE to be comprised of one pair of pants, one coat, one jumpsuit, one helmet, one pair of boots, one pair of gloves, one pair of suspenders, one pair of goggles, one fire shelter, one web gear, one backpack, and one canteen or other hydration system.

R&R Activity – Eligible Costs: High Priority
• LOSAP or Retirement Program: o Establishment of a new LOSAP or Retirement Program. o Increasing coverage of an existing LOSAP or Retirement Program to include new recruits.

R&R Activity – Eligible Costs: Medium Priority

- Nominal stipends, as defined under Appendix B – Programmatic Information and Priorities, Supporting Definitions for this NOFO in this NOFO for volunteer firefighters who are involved with, or trained in, the operations of firefighting and emergency response (e.g., Pay-per-Call, Points Based System, etc.). Stipends may only be provided for participation in operational (firefighting) activities, such as duty shifts, operational training, or responding to incidents.
  - Food vouchers may be used for nominal stipends if the Narrative supports their use as an effective recruitment and retention tool for the department. However, food vouchers must be issued through formally adopted SOPs.
  - Award recipients must maintain records of all food vouchers including firefighter name, amount, date received, and signature of the receiving firefighter.
  - Gift cards may not be used for nominal stipends. For information on gift cards, see Low Priority – Awards/Incentives below.
  - Only actual costs for stipends are allowed.
  - Allowable costs may be limited to reasonable amounts as determined by FEMA.
- Costs to support explorer, cadet, or mentoring programs, such as:
  - Only one set of station duty uniforms (the SAFER Program considers one set of station duty uniform as one pair of pants, one shirt, one hat, and one pair of boots) for each newly recruited cadet/explorer per the department's documented uniform policy.
  - Training (Non-Immediate Danger to Life and Health [IDLH]), including training supplies.
  - One set of structural or wildland PPE as defined above for each new cadet/explorer that joins the department after the date of grant award, with the following two exceptions: 1) SCBA mask/face pieces are not eligible because PPE for explorers/cadets may not be used in an IDLH atmosphere, and 2) physicals for explorers/cadets are not required to meet NFPA 1582.
  - One introductory physical exam per each newly recruited explorer/cadet.
  - Nominal stipends, when governed by a formally adopted SOP and provided consistent with applicable state and federal labor laws.
- Insurance packages (e.g., AD&D, workers compensation, disability, health, dental, life).
- Exercise equipment is limited to no more than $10,000 total per grant award.
- Wellness programs. Wellness program costs are only eligible for funding if the application also requests funding for a High Priority Wellness and Fitness cost (e.g. physical exams). Wellness program costs may include:
  - Candidate physical ability evaluation;
  - Injury/illness rehab;
  - Formal fitness, injury prevention; or
  - International Association of Fire Fighters (IAFF) or IAFC peer fitness trainer program.

R&R Activity – Eligible Costs: Low Priority

- New Member Costs. Only one set of station duty uniforms for new firefighters that join the department after the date of grant award, per the department's documented uniform policy. The SAFER Program considers one set of station duty uniforms as one pair of pants, one shirt, one hat, and one pair of boots. Class A or B uniforms (e.g., Dress Uniforms) and badges are not eligible costs.
- American National Standards Institute-approved retro-reflective highway apparel.
- PPE gear bags.
- Costs for advanced training not currently covered under the department's operating budget (e.g., extrication training, specialized equipment training, swift water rescue, etc.). Advanced training requests are only eligible for members who have already met the minimum firefighter certifications required by the AHJ and must closely correlate to the applicant's recruitment and retention goals.
  - Reimbursement to members for lost wages, mileage and transportation costs, lodging costs, and per diem while attending advanced training are also eligible.
  - **Note**: Costs for mileage and transportation costs, lodging costs, and per diem must comply with the department's written travel policies and procedures. If policies are not established, costs will only be reimbursed at the federal government rate.
- Two computers (including monitor, keyboard, mouse) and printer for grant-appointed R&R Coordinator, Program Manager, and/or Grant Administrator.
- Awards or Incentive program for participation in operational (firefighting) activities, such as operational training or responding to incidents (e.g., gift cards for top responders, non-uniform clothing).
  - Non-uniform clothing is only eligible as part of an award program. Non-uniform clothing is limited to a shirt, jacket or pullover. Class A or B uniforms (e.g., Dress Uniforms) are not eligible costs.
  - A logbook for the purchase and issuance of gift cards is required. The logbook must include name of recipient, date, amount of card, reason for issuance, and signature of recipient. Gift cards should be issued to operational firefighters who have completed the minimum firefighter training required by the AHJ.
- LED/electronic sign when it is not included as part of a comprehensive marketing program.
- Fire service association membership fees.
- Projector or screen to support classroom training.
- Payments for housing or rent for volunteers at or near the fire station.
- Other costs associated with new recruits (background checks, aptitude tests, etc.).
- Station modifications, remodeling or renovation of existing facilities.
  - Remodeling or renovations to an existing facility are allowable (e.g., converting space into bunkroom) and must directly relate to the identified recruitment or retention problems or issues being addressed with the grant. The renovations must be minor interior alterations not to exceed $10,000 total per grant award.
  - Remodeling or renovations may not change the footprint or profile of the building.

R&R Activity – Eligible Costs: Low Priority
○ A request for modifications to facilities may require EHP review (for details see Section 10.B.a. Environmental Planning and Historic Preservation (EHP) Compliance of this NOFO). Recipients are encouraged to have completed as many steps as possible for a successful EHP Review in support of their proposal for funding, including coordination with their State Historic Preservation Office to identify potential historic preservation issues and to discuss the potential for project effects, and compliance with all state and EHP laws and requirements. Preservation Office to identify potential historic preservation issues and to discuss the potential for project effects, and compliance with all state and EHP laws and requirements. ○ Written approval must be provided by FEMA before using any SAFER Program funds for remodeling or renovation. If awarded funds for remodeling or renovation, recipients may be required to submit evidence of approved zoning ordinances, architectural plans, any other locally required planning permits, and a notice of interest.

R&R Activity – Eligible Costs: Non-Prioritized Costs
• M&A costs up to 3 % of the total awarded amount in accordance with 2 C.F.R. Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. M&A costs must be identifiable and directly related to the implementation and management of the SAFER Program grant. Salaries and fringe benefits for personnel directly supporting the grant are not required to be included in the M&A budget line item. • Indirect costs for national, state, local or federally recognized Tribal Nation volunteer firefighter interest organizations that are expended pursuant to Section 3.H. Indirect Costs (Facilities and Administrative Costs). • Up to $1,500 in grant writer fees for application preparation but not grant administration. The fee must have been paid between 90 days before the publication date of this NOFO and up to 30 days of the end of the application period and prior to any contact with SAFER Program Office staff or an Offer of Award. For details see Appendix C – Award Administration Information, Grant Writer/Preparation Fees. • Audit costs proportional to the total SAFER Program award. Recipients of multiple federal funding sources can only charge a pro rata share of the audit cost(s) to the SAFER Program award, and they must be incurred during the POP.

R&R Activity – Ineligible Costs
This list is not exhaustive: • Salary and benefits for firefighters. • Retroactive payments or recognition for operational services or non-operational activities (including payments, gift cards, recruitment bonuses, or stipends for recruiting firefighters) rendered prior to the grant award. • Costs incurred (including the delivery of goods or services) outside of the period of performance except for grant writer fees; see Appendix C – Award Administration Information, Grant Writer/Preparation Fees.

R&R Activity – Ineligible Costs

- Fire suppression equipment.
- Vehicles.
- Fire simulators, fire evolution, or fire training props (e.g., burn trailers, forcible entry, rescue/smoke maze, flashover simulators).
- Supplies, expendables, or "one time" use items such as foam, fuel/propane, breaching materials (e.g., wood or sheetrock).
- Sirens, warning lights for fire department or private vehicles, or other outdoor warning devices.
- Communication equipment and monthly expenses including cell phones, pagers, portable radios, or Computer-aided Dispatch systems.
- Video cameras or recording equipment.
- Photographs or photographer services, unless part of a marketing contract for recruitment of new members.
- Intruder alerting systems and deployment notification systems.
- Payments for travel to or participation in leisure or social activities such as theater tickets, entertainment tickets, and trips (e.g., professional sporting events).
- Costs associated with award banquets, such as food, photographers, refreshments, entertainment, or rental facilities. Reimbursement for actual awards (e.g., plaques and trophies) is eligible.
- Costs for food or refreshments that are not part of a conference or training hosted by the grant recipient (food vouchers can be requested as a nominal stipend but must be provided only under formally adopted SOPs).
- Costs for training currently covered under the department's operating budget (e.g., tuition or instructor fees for department-mandated, basic-level training).
- Tuition assistance for family members of the volunteer.
- Services at a member's personal residence (e.g., internet access, plowing of driveways).
- Furniture (except for newly converted bunkrooms), televisions, fixtures, appliances (e.g., refrigerators), and entertainment equipment.
- "Giveaways" for recruitment events, such as stickers, pencils, pens, t-shirts, cups, mugs, or balloons.
- Fees for courses and training that are available free of charge on the internet or at state or local training facilities (e.g., NIMS 100, 700, 800).
- Costs for fuel. Costs for travel to training or other eligible activities are reimbursed through mileage rates.
- Gym Memberships.
- Payments for student loans.
- Mileage reimbursement for responding to incidents or periodic operational training at the fire house. Mileage reimbursement is allowed for other types of training as explained under eligible costs.
- Station internet access or user fees and equipment to install internet, such as routers.
- Continued funding of an existing (or previously funded through the SAFER Program) LOSAP or Retirement Program.

R&R Activity – Ineligible Costs

• Computers in common areas or individual computers for training or education.
• Copiers and printers.
• Incentives for career firefighters within the recipient's fire department.
• Ineligible explorer, cadet, mentoring program expenditures:
  o SCBAs, including masks/face pieces.
  o Anything involving the IDLH atmosphere.
  o Any activities precluded by the AHJ.
• Ineligible PPE expenditures:
  o Three-quarter length rubber boots.
  o SCBAs (not including SCBA masks or face pieces).
  o PASS Devices.
  o Spare cylinders.
  o Bomb disposal suits.
  o PPE for hazardous materials and other specialized incidents.
  o More than one set of structural or wildland PPE per newly recruited member (within the period of performance).
• PPE for existing members, R&R Coordinator, Program Manager, and/or Grant Administrator.

13. Appendix C – Award Administration Information

Appendix C contains detailed information on SAFER Program Award Administration. Reviewing this information may help recipients in the programmatic and financial administration of their award(s).

A. Help FEMA Prevent Fraud, Waste and Abuse

If applicants or recipients have information about instances of fraud, waste, abuse or mismanagement involving FEMA programs or operations, they should contact the DHS OIG Hotline at (800) 323-8603, by fax at (202) 254-4297, or email to HOTLINE@oig.dhs.gov.

B. Grant Writer and Preparation Fees

Fees for grant writers may be included as a pre-award expenditure. For grant writer fees to be eligible as a pre-award expenditure, the services must be competitively sourced, specifically identified, and listed within the "Grant Request Details" section of the application and must satisfy the requirements under 2 C.F.R. § 200.458. FEMA will only consider reimbursements for application preparation, not administration, up to $1,500 peryear. Grant writer fees must be paid between the 90 days beforethe publication date of this NOFO and up to 30 days after the application period closes. For the grant writer fees held either on retainer or subscription basis to be an eligible pre-award cost, the claimed retainer or subscription must have been competitively secured, and the costs are limited to the start of the appropriation period for the underlying award and meet the requirements under 2 C.F.R. § 200.458. Fees payable on a contingency basis are not an eligible expense.

Pursuant to 2 C.F.R. Part 180, recipients may not use federal grant funds to reimburse any entity, including a grant writer or preparer, if that entity is presently suspended or debarred by the federal government from receiving funding under federally-funded grants or contracts. Recipients must verify that the contractor is not suspended or debarred from participating in specified federal procurement or non-procurement transactions pursuant to 2 C.F.R. § 180.300.

Before submitting the application, please review all work produced by grant writers or other third parties for accuracy. By submitting the application, applicants are certifying all information contained therein is true and an accurate reflection of the organization. Regardless of the applicant's intent, the submission of information that is false or misleading may result in consequences imposed by FEMA. These consequences may include, but are not limited to, the submitted application not being considered for award, temporary withholding of funding under the existing award pending investigation, or referral to the DHS OIG.

The following documentation shall be provided to FEMA upon request:

1. A copy of the grant writer's contract for services;
2. A copy of the invoice or purchase order;
3. A copy of the canceled check (front and back); and
4. Evidence that the services were competitively procured.

Failure to provide the requested documentation may result in the grant writer fee being deemed ineligible and the grant reduced accordingly.

Note: FEMA requires that all applicants identify the following as "Application Participants" in the "Contact Information" section of the application: Any individual or organization that assisted with the development, preparation, or review of the application to include drafting or writing the narrative and budget; whether that person, entity, or agent is compensated or not; and whether the assistance took place before submitting the application.

C. Maintenance and Sustainment

The use of FEMA Preparedness Grant funds for the cost of repairs or replacement, as well as maintenance contracts, warranties, and user fees may be allowable.

Routine upkeep and the supplies, expendables, or one-time use items that support routine upkeep (e.g., gasoline, tire replacement, routine oil changes, monthly inspections, or grounds and facility maintenance) are the responsibility of the recipient and may not be funded with SAFER Program funding.

Generally, when purchasing a maintenance agreement, service contract, or extended warranty for systems or equipment, the period of coverage provided under such a plan may not extend beyond the period of performance of the grant with which the agreement, warranty or contract is purchased.

D. Taxes, Fees, Levies and Assessments

Taxes, fees, levies or assessments that the recipient is legally required to pay and are directly related to any eligible SAFER Program acquisition activity may be charged to a SAFER Program award pursuant to 2 C.F.R. § 200.470. These charges shall be identified and enumerated in the SAFER Program application narrative, as well as the "Grant Request Details" section of the acquisition activity.

Any avoidable and unreasonable costs that result from the action or inaction of a recipient (or recipient's agent) or that prevent that recipient from enjoying any lawful exemption, waiver or reduction of any tax, fee, levy or assessment directly related to any eligible SAFER Program acquisition activity are not chargeable to any SAFER Program award.

Example: Governmental entities and Public Safety Agencies are exempt from some Federal Communications Commission (FCC) fees, but only if the eligible organization submits an exemption or waiver request to the FCC.

E. Excess Funds

FEMA expects recipients to complete awarded activities within the budget allocated. However, excess funds may remain after completing the original project described in the recipient's award. This may be due to cost savings from under-budget acquisition activities or competitive procurement processes. These excess funds are to generally be deobligated and may not be used for additional activities.

FEMA may consider exceptions if urgent and compelling needs are identified that directly relate to a demonstrated event(s) impacting the health and safety of the department's firefighters, such as a presidentially declared disaster. Requests must be submitted at least 120 days before period of performance expiration.

Note: The opportunity for excess funds is limited when the Scope of Work is changed via an amendment such as reduction in quantities.

F. Payments and Amendments

SAFER Program payment requests from non-federal entities will be governed by applicable federal regulations in effect at the time a grant is awarded to the recipient and may be either advances or reimbursements. Recipients should not expend funds until all special conditions listed on the grant award document have been met, including completion of EHP review, and the request for payment in FEMA GO has been approved. Recipients should draw down funds based upon immediate disbursement requirements; however, FEMA strongly encourages recipients to draw down funds as close to disbursement or expenditure as possible to avoid accruing interest.

Non-federal entities should keep detailed records of all transactions involving the grant. FEMA may at any time, request copies of any relevant documentation and records, including purchasing documentation along with copies of cancelled checks for verification. See, e.g., 2 C.F.R. §§ 200.318(i), 200.334, 200.337.

Advances

Recipients shall be paid in advance, provided they maintain or demonstrate the willingness and ability to maintain procedures to minimize the time elapsing between the transfer of funds and disbursement by the recipient (not to exceed 30 days), and their financial management systems meet the standards for fund control and accountability established in 2 C.F.R. Part 200. The recipient shall include all applicable source documentation such as invoices, purchase orders, contracts, etc., to support the costs associated with the advance SAFER Program payment requests. EHP review requirements must be met before advanced payments are made.

Reimbursement

Payment by reimbursement is the preferred method when the requirements to be paid in advance, pursuant to 2 C.F.R. § 200.305, cannot be met. In accordance with U.S. Department of Treasury regulations at 31 C.F.R. Part 205, if applicable, the recipient shall maintain procedures to minimize the time elapsing between the transfer and disbursement of fundsAs a prerequisite of SAFER Program approval for reimbursement requests, recipients shall submit all applicable source documentation, including payroll records, timecards, contracts, invoices, purchase orders, and proof of payment (e.g., canceled checks, bank statements, electronic funds transfers) to support the costs associated with each payment request.

Rebates

Recipients shall disburse program income, rebates, refunds, contract settlements, audit recoveries, and interest earned on such funds before requesting additional cash payments, in accordance with 2 C.F.R. § 200.305.

Payment Requests During Closeout

Recipients may submit reimbursement payment requests only during the 120 days following the end of the award's period of performance, as part of the closeout reconciliation process under 2 C.F.R. § 200.344. These requests must be for reimbursement payments only, as no other types of payment requests are allowed after the period of performance has expired. The expenditure must have been obligated and received during the award's period of performance. The request must include clear and specific information certifying that the reimbursement is for an obligation properly incurred during the active period of performance.

FEMA may request supporting documentation for the reimbursement at any time for review.

Amendments

FEMA may approve SAFER Program award amendments on a case-by-case basis for the following reasons:

- Extending the period of performance to complete the scope of work under the Recruitment and Retention (R&R) Activity.
- Changes to the activity, mission, retroactive approval (pre-award), or closeout issues.

- Budget changes, including adding funds to the award or non-closeout deobligation of funds.
- Changes to key personnel.

Amendment requests must be submitted through FEMA GO and include specific, compelling justifications for the change. Amendments or changes to the scope of work may require additional Environmental and Historic Preservation (EHP) review. FEMA strongly encourages recipients to use grant funds promptly to align with SAFER goals and objectives.

Deobligation of Funds

Recipients may return unused funds (e.g., funds drawn down but not used or award funding never requested) before the end of the award's period of performance. To do this, recipients must submit an amendment through FEMA GO and include the following:

- A statement that the unliquidated funds are not needed to fulfill the grant's obligations or mission.
- Confirmation that they understand the returned funds will be deobligated and unavailable for future expenses.

Deobligating funds will reduce the federal portion of the grant and the recipient's cost share obligation. FEMA will confirm deobligation requests with all points of contact. Once confirmed, FEMA will hold the approved request for 14 days to allow the recipient time to reconsider before processing the deobligation.

G. Disposition of Grant-Funded Equipment

A recipient must use, manage and dispose of SAFER Program-funded equipment in accordance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. § 200.313. Except for state governments, when original or replacement equipment acquired under a SAFER Program award is no longer needed for the original project, program, or other activities currently or previously supported by a federal awarding agency, the recipient must request disposition instructions from FEMA. FEMA strongly recommends contacting the SAFER Help Desk before disposing of SAFER -funded equipment.

H. Post-Award Recipient Responsibilities

Once awarded, recipients under the Hiring Activity must submit a pre-SAFER Program roster of paid operational firefighting personnel who were employees at the time of the award. This roster, which supports NFPA 1710 or NFPA 1720 standards, will be compared to the names of SAFER Program-funded positions to ensure that the funded firefighters are new employees.

The SAFER Program Office will work with recipients to establish the correct staffing maintenance number. The staffing maintenance number is a sum of the number of paid operational firefighting personnel who were employees at the time of award and the number of SAFER Program-funded positions. Recipients must agree to maintain this staffing level throughout the period of performance by actively and promptly filling any vacancies.

Staffing Maintenance and Layoffs

- Recipients who lay off operational personnel during the period of performance will be considered in default of their grant, and the award will be terminated. In such cases, recipients may be required to return federal funds received under the grant.
- If recipients face a documented economic hardship that prevents them from backfilling non-SAFER Program operational positions vacated through attrition (e.g., resignation, retirement), they may petition FEMA for a waiver of the staffing maintenance requirements.
- Applicants and recipients should actively coordinate and collaborate with their local and state authorities to help ensure and prioritize the commitment of future non-federal investments in order to sustain staffing capabilities once an award's period of performance ends.

Waiver Conditions

- Approved waivers allow recipients to reduce and reestablish the staffing maintenance numbers agreed to at the time of the award by the number of positions they cannot fill.
- The economic hardship must affect the entire public safety sector in the recipient's jurisdiction, not just the fire department.
- FEMA will not grant waivers for SAFER -funded positions.
- Recipients who fail to maintain required staffing levels risk losing federal funds awarded under the grant.

Volunteer Firefighting and Anti-Discrimination
Recipients must agree that firefighters hired under these grants will not be discriminated against or prohibited from participating in volunteer firefighting activities in another jurisdiction during off-duty hours.

Veteran Recruitment
FEMA strongly encourages recipients to actively seek, recruit, and hire military veterans to increase their department's ranks, whenever practicable.

Fire Rescue
Chief Patrick J. Kennedy
405 Pike Road
West Palm Beach, FL 33411
(561) 616-7000
www.pbc.gov

TO: Honorable Sara Baxter, Mayor
and Board of County Commissioners

FROM: Patrick J. Kennedy, Fire Rescue Administrator
Palm Beach County Fire Rescue

DATE: June 16, 2026

RE: **FY 2025 FEMA SAFER Staffing for Adequate Fire and Emergency Response Grant**

Pursuant to Section 309.00 of the Palm Beach County Administrative Code and PPM#CW-F-003, your signature is required for Fire Rescue's grant application to the Federal Emergency Management Agency's (FEMA), Department of Homeland Security (DHS) FY 2025 SAFER (Staffing for Adequate Fire and Emergency Response) Grant Program (grant application attached). The application is due to DHS no later than June 22, 2026, and the required method for grant submission is electronically through the DHS website. The grant's program guidelines are also attached for your review.

As part of your authorization on this grant application, Fire Rescue is requesting that you designate the County Administrator or designee (Fire Rescue Administrator or Fire Rescue Finance Director), to act as the County's representative for the purpose of electronically signing the grant application on-line.

Palm Beach County Fire Rescue is requesting $4,790,502 FEMA grant funding with a 25% Fire Rescue match in year 1 of $647,365, a 25% match in year 2 of $647,365 and a 65% match in year 3 of $1,683,150 for a total of $7,768,382. This grant will provide funding to staff a 4-person ladder at new Fire Station 92, located at 4575 Lyons Road, Lake Worth. Staff will submit this item for ratification on the Board's next available County Commission Agenda.

Please note that the Assurance and Certifications in the grant application include the following: "By signing this application, I certify that the organization will, to the extent practicable, seek, recruit, and hire members of racial and ethnic minority groups and women to increase their ranks within our organization." This certification appears to be inconsistent with Presidential Executive Order 14173 requiring a grant recipient to certify that it does not operate any DEI programs. It is also inconsistent with the requirement in the grant application's Assurances and Certifications and NOFO to comply with applicable executive orders. Furthermore, should the grant be awarded to the County, the NOFO requires grant recipients to comply with the updated FY 2026 DHS Standard Terms and Conditions (attached hereto), which would be part of the federal award package that would need to be approved upon award. These updated Terms and Conditions require grant recipients to certify that they do not and will not operate DEI programs in violation of Federal anti-discrimination laws; and require that recipients comply with Presidential executive orders related to grants. Based on the updated DHS Terms and Conditions and the impending grant submission deadline of June 22, 2026, County Administration recommends submittal of the application in reliance on the "to the extent practicable" provision of the certification that is in the application.

Reviewed by: 6/16/26 6/16/26
County Attorney Date OFMB Date

Approved by: 6/16/2026
Sara Baxter, Mayor Date

Pursuant to Section 309.00 of the Palm Beach County Administrative Code, and in accordance with the above designation by the Mayor, I hereby designate Chief Patrick J. Kennedy, Fire Rescue Administrator or Lauren Magierowski, Fire Rescue Finance Director to electronically sign and submit, on-line via the DHS website, the attached application for the FY 2025 Staffing for Adequate Fire and Emergency Response Grant Program.

Approved by: 6-16-26
Joseph Abruzzo, County Administrator Date

Homeland Security

Chapter 6: Financial Assistance

Section 6.5 – Department of Homeland Security (DHS) Standard Terms and Conditions

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Introduction

This section provides the policy for the Department of Homeland Security (DHS) Standard Terms and Conditions. These DHS Standard Terms and Conditions are referenced in the Notice of Award which includes all terms and conditions of a specific award. The Notice of Funding Opportunity (NOFO) for each DHS program describes program requirements and may include program specific terms and conditions.

Revisions from the previous DHS Standard Terms and Conditions dated April 18, 2025, are due to changes in statutes, regulations, and executive orders. The following terms are added for Fiscal Year (FY) 2026:

a. American Security Drone Act of 2023.

b. Executive Order 14332, Improving Oversight of Federal Grantmaking.

The following terms are updated:

a. Communication and Cooperation with the Department of Homeland Security and Immigration Officials.

b. Termination of a Federal Award.

c. National Environmental Policy Act (NEPA) of 1969.

The following terms are removed:

a. Civil Rights Civil Liberties (CRCL) Evaluation Tool.

b. Limited English Proficiency (Civil Rights Act of 1964, Title VI).

Future revisions will be captured in a summary of changes within this policy section.

These DHS Standard Terms and Conditions are effective April 16, 2026. This section will be updated, as necessary to comply with the statutes, regulations in Title 2 Code of Federal Regulations (C.F.R.), agency regulations, executive orders, and DHS policy.

Responsibilities

All recipients, including pass-through entities and their subrecipients, are responsible for complying with the DHS Standard Terms and Conditions.

Policy

The DHS Standard Terms and Conditions apply to all new federal awards of federal financial assistance (federal awards) for which the federal award date occurs in FY 2026, and flow down to subrecipients unless a term or condition specifically indicates otherwise. For Federal continuation awards made in subsequent Fiscal Years (FYs), the current[1] DHS Standard Terms and Conditions apply unless otherwise specified in the terms and conditions of the continuation awards. The United States has the right to seek judicial enforcement of these terms and conditions.

[1] For example, the FY 26 DHS Standard Terms and Conditions (T&Cs) apply to FY 26 continuation awards unless otherwise specified in the continuation memorandum. The continuation memorandum identifies the applicable FY DHS Standard T&Cs for the award.

These FY 2026 DHS Standard Terms and Conditions are also maintained on the DHS website at https://www.dhs.gov/publication/dhs-standard-terms-and-conditions.

1. Assurances, Administrative Requirements, Cost Principles, Representations and Certifications

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, as instructed.

2. General Acknowledgements and Assurances

a. Recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in effect as of the federal award date and located in Title 2, Code of Federal Regulations, Part 200 and adopted by DHS at 2 C.F.R. § 3002.10.

b. All recipients and subrecipients must acknowledge and agree to provide DHS access to records, accounts, documents, information, facilities, and staff pursuant to 2 C.F.R. § 200.337.

   1) Recipients must cooperate with any DHS compliance reviews or compliance investigations.

   2) Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal award and permit access to facilities and personnel.

   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 required by law, federal regulation, Notice of Funding Opportunity, federal award specific terms and conditions, and/or DHS Component program guidance. Organization costs related to data and evaluation are allowable. The definition of data and evaluation costs is in 2 C.F.R. § 200.455(c), the full text of which is incorporated by reference.

3. Standard Terms and Conditions

3-1. Laws and Regulations

Laws and Regulations	Terms and Conditions	Authorities
Age Discrimination Act of 1975	Recipients must comply with the *Age Discrimination Act of 1975*, Public Law 94-135 (codified as amended at Title 42, U.S. Code § 6101 *et seq.*), which prohibits recipients from discriminating on the basis of age in any program or activity receiving federal financial assistance.	Public Law 94-135 (codified as amended at Title 42, U.S. Code § 6101 *et seq.*)
American Security Drone Act of 2023	Recipients must comply with the *American Security Drone Act of 2023*, of the *National Defense Authorization Act for Fiscal Year 2024*, Pub. L. 118-31 (41 U.S.C. § 3901 note prec.), which prohibits the procurement and operation of covered unmanned aircraft systems manufactured or assembled by covered foreign entities.	41 U.S.C. § 3901 note prec.
Americans with Disabilities Act of 1990	Recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, Pub. L. 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.	Pub. L. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101–12213)
***Civil Rights Act of 1964* – Title VI**	Recipients must comply with the *Civil Rights Act of 1964*, 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 are in 6 C.F.R. Part 21. The Federal Emergency Management Agency's (FEMA) implementing regulations are in 44 C.F.R. Part 7.	Pub. L. 88-352 (codified as amended at 42 U.S.C. § 2000d *et seq.* 6 C.F.R. Part 21. 44 C.F.R. Part 7.
***Civil Rights Act of 1968* – Title VIII**	Recipients must comply with Title VIII of the *Civil Rights Act of 1968*, Pub. L. 90-284 (codified as amended at 42 U.S.C. § 3601 *et seq.*) 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, 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	Pub. L. 90-284 (codified as amended at 42 U.S.C. § 3601 *et seq.*) 24 C.F.R. Part 100 24 C.F.R. Part 100, Subpart D.

	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.	
Communication and Cooperation with the Department of Homeland Security and Immigration Officials	(1) The Department of Homeland Security will analyze whether the conditions in this section will be applied to any grant program in a way that is consistent with the specific statutes that apply to each grant program because the purpose of each grant program has a nexus to immigration activities, law enforcement, or national security, including preventing and responding to acts of terrorism and extremism, and DHS may tailor the conditions in this section to a specific grant program. DHS will clarify in the grant documents whether and how the terms in this section apply to each grant. (2) Where applicable, recipients and subrecipients of funds under an award must agree that they will comply with the following requirements related to coordination and cooperation with DHS and immigration officials: (a) They must comply with the requirements of 8 U.S.C. §§ 1373 and 1644. These statutes prohibit restrictions on information sharing by state and local government entities with DHS regarding the citizenship or immigration status, lawful or unlawful, of any individual. Additionally, 8 U.S.C. §§ 1373 prohibits any person or agency from prohibiting, or in any way restricting, a Federal, State, or local government entity from doing any of the following with respect to information regarding the immigration status of any individual: 1) sending such information to, or requesting or receiving such information from, Federal immigration officials; 2) maintaining such information; or 3) exchanging such information with any other Federal, State, or local government entity; (b) They must comply with other relevant laws related to immigration, including prohibitions on encouraging or inducing an alien to come to, enter, or reside in the United States in violation of law, 8 U.S.C.	8 U.S.C. §§ 1373 and 1644 8 U.S.C. § 1324 28 U.S.C. § 1746

	§ 1324(a)(1)(A)(iv), prohibitions on transporting or moving illegal aliens, 8 U.S.C. § 1324(a)(1)(A)(ii), prohibitions on harboring, concealing, or shielding from detection illegal aliens, 8 U.S.C. § 1324(a)(1)(A)(iii), and any applicable conspiracy, aiding or abetting, or attempt liability regarding these statutes; (c) That they will honor requests for cooperation, such as participation in joint operations, sharing of information, or requests for short term detention of an alien pursuant to a valid detainer. A jurisdiction does not fail to comply with this requirement merely because it lacks the necessary resources to assist in a particular instance; (d) That they will provide access to detainees, such as when an immigration officer seeks to interview a person who might be a removable alien; and (e) That they will not leak or otherwise publicize the existence of an immigration enforcement operation. (3) The recipient must certify under penalty of perjury pursuant to 28 U.S.C. § 1746 and using a form that is acceptable to DHS, that it will comply with the requirements of this term. Additionally, the recipient agrees that it will require any subrecipients or contractors to certify in the same manner that they will comply with this term prior to providing them with any funding under this award. (4) The recipient agrees that compliance with this term is material to the Government's decision to make or continue with this award and that the Department of homeland Security may terminate this grant, or take any other allowable enforcement action, if the recipient fails to comply with this term.	
CHIPS and Science Act of 2022	(1) Recipients of DHS research and development (R&D) awards must report to the DHS Component research program office any finding or determination of sex based and sexual harassment and/or an administrative or disciplinary action taken against principal investigators (PI) or co-investigators (Co-PI) to be completed by an	Pub. L. 117-167

	authorized organizational representative (AOR) at the recipient institution. (2) Notification. An AOR must disclose the following information to agencies within 10 days of the date that the finding is made, or 10 days from when a recipient imposes an administrative action on the reported individual, whichever is sooner. Reports should include: (a) Award number, (b) Name of PI or Co-PI being reported, (c) Awardee name, (d) Awardee address, (e) AOR name, title, phone, and email address, (f) Indication of the report type: (i) Finding or determination has been made that the reported individual violated awardee policies or codes of conduct, statutes, or regulations related to sexual harassment, sexual assault, or other forms of harassment, including the date that the finding was made. (ii) Imposition of an administrative or disciplinary action by the recipient on the reporting individual related to a finding/determination or an investigation of an alleged violation of recipient policy or codes of conduct, statutes, or regulations, or other forms of harassment. (iii) The date and nature of the administrative/disciplinary action, including a basic explanation or description of the event, which should not disclose personally identifiable information regarding any complaints or individuals involved. Any description provided must be consistent with the *Family Educational Rights in Privacy Act.*	

	(3) Definitions. (a) An "authorized organizational representative (AOR)" is an administrative official who, on behalf of the proposing institution, is empowered to make certifications and representations and can commit the institution to the conduct of a project that an agency is being asked to support as well as adhere to various agency policies and award requirements. (b) "Principal investigators and co-principal investigators" are award personnel supported by a grant, cooperative agreement, or contract under Federal law. (c) A "reported individual" refers to recipient personnel who have been reported to a federal agency for potential sexual harassment violations. (d) "Sex based harassment" means a form of sex discrimination and includes harassment based on sex, sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity. (e) "Sexual harassment" means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when this conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive work environment, whether such activity is carried out by a supervisor or by a co-worker, volunteer, or contractor.	
Copyright	Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 to any work first produced under federal awards and also include an acknowledgement that the work was produced under a federal award (including the federal award number and federal awarding agency). As detailed in 2 C.F.R. § 200.315, a federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for federal purposes and to authorize others to do so.	17 U.S.C. §§ 401 or 402 2 C.F.R. § 200.315
Debarment and	Recipients must comply with the non-	2 C.F.R. Part 180

Suspension	procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689 set forth at 2 C.F.R. Part 180 as implemented by DHS at 2 C.F.R. Part 3000. These regulations prohibit recipients from entering into covered transactions (such as subawards and contracts) with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.	2 C.F.R. Part 3000 Executive Orders 12549 and 12689
Drug Free Workplace Act of 1988	Recipients must comply with the *Drug-Free Workplace Act of 1988* and 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 of the *Drug-Free Workplace Act of 1988.*	41 U.S.C. §§ 8101-8106 2 C.F.R. Part 3001 2 C.F.R. Part 182
Duplicative Costs	Recipients are prohibited from charging any cost to this federal award that will be included as a cost or used to meet cost sharing requirements of any other federal award in either the current or a prior budget period. However, recipients may shift costs that are allowable under two or more federal awards where otherwise permitted by federal statutes, regulations, or the federal award terms and conditions.	2 C.F.R. § 200.403(f)
***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. 92-318 (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. FEMA's implementing regulations are in 44 C.F.R. Part 19.	Pub. L. 92-318 (codified as amended at 20 U.S.C. § 1681 *et seq.*) 6 C.F.R. Part 17. 44 C.F.R. Part 19.
Energy Policy and Conservation Act of 1975	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 policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with the *Energy Policy and Conservation Act of 1975.*	Pub. L. 94-163 (codified as amended at 42 U.S.C. § 6201 *et seq.*)
Equal Treatment of Faith-Based Organizations	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. It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs	6 C.F.R. Part 19

	administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries.	
***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 and details the administrative remedies for false claims and statements made.	31 U.S.C. §§ 3729-3733 31 U.S.C. §§ 3801-3812
Federal Anti-Discrimination Laws Material to the Government's Payment Decisions Under the *False Claims Act*	Recipients must agree that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the government's payment decisions for purposes of 31 U.S.C. § 3729(b)(4) (Definition of "material"). (1) Definitions. As used in this term – (a) DEI means "diversity, equity, and inclusion." (b) DEIA means "diversity, equity, inclusion, and accessibility." (c) Discriminatory equity ideology has the meaning set forth in Section 2(b) of Executive Order 14190. (d) Federal anti-discrimination laws mean Federal civil rights law that protect individual Americans from discrimination on the basis of race, color, sex, religion, and national origin. (e) Illegal immigrant means any alien, as defined in 8 U.S.C. § 1101(a)(3), who has no lawful immigration status in the United States. (2) Grant award certification. (a) By accepting the grant award, recipients are certifying that: (i) They do not, and will not during the term of this financial assistance award, operate any programs that advance or promote DEI, DEIA, or discriminatory equity ideology in violation of Federal anti-discrimination laws; and (ii) They do not, and will not during the term of this award, operate any	31 U.S.C. § 3729(b)(4) 8 U.S.C. § 1101(a)(3) 2 C.F.R. § 200.346 Executive Order 14190

	program that benefits illegal immigrants or incentivizes illegal immigration. (3) DHS reserves the right to suspend payments in whole or in part and/or terminate financial assistance awards if the Secretary of Homeland Security or the Secretary's designee determines that the recipient has violated any provision of subsection (2). (4) Upon suspension or termination under subsection (3), all funds received by the recipient shall be deemed to be in excess of the amount that the recipient is determined to be entitled to under the Federal award for purposes of 2 C.F.R. § 200.346. As such, all amounts received will constitute a debt to the Federal Government that may be pursued to the maximum extent permitted by law.	
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.	OMB Circular A-129
Fly America Act	Recipients must comply with Preference for U.S. Flag Air Carriers (Certificated Air Carriers List | US Department of Transportation) 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.	49 U.S.C. § 40118 Amendment to Comptroller General Decision B-138942
Hotel and Motel Fire Safety Act of 1990	Recipients must ensure that all conference, meeting, convention, or training space funded entirely or in part by federal award funds complies with the fire prevention and control guidelines of Section 6 of the *Hotel and Motel Fire Safety Act of 1990.*	15 U.S.C. § 2225a
John S. McCain National Defense Authorization Act of Fiscal Year 2019	Recipients, subrecipients, and their contractors and subcontractors are prohibited from obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons described in section 889 of the *John S. McCain National Defense Authorization Act for Fiscal Year 2019,* 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200.	Pub. L. 115-232 (2018) 2 C.F.R. §§ 200.216, 200.327, 200.471 Appendix II to 2 C.F.R. Part 200
Lobbying	None of the funds provided under a federal	31 U.S.C. § 1352

Prohibitions	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. Recipients must file a lobbying certification form found on Grants.gov Lobbying Form as described in Appendix A to 6 C.F.R. Part 9, and file a lobbying disclosure form as described in Appendix B to 6 C.F.R. Part 9 found on Grants.gov as the Disclosure of Lobbying Activities (SF-LLL).	6 C.F.R. Part 9 Appendix A to 6 C.F.R. Part 9 Appendix B to 6 C.F.R. Part 9
National Environmental Policy Act	Recipients must comply with the requirements of the *National Environmental Policy Act of 1969*, (NEPA).	Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 *et seq.*)
National Security Presidential Memorandum-33 (NSPM-33) and Provisions of the *Science and CHIPS Act of 2022*	(1) Recipient research institutions ("covered institutions") must comply with the requirements in NSPM-33 and provisions of Pub. L.117-167, Section 10254 (codified at 42 U.S.C. § 18951) certifying that the institution has established and operates a research security program that includes elements relating to: (a) cybersecurity; (b) foreign travel security; (c) research security training; and (d) export control training, as appropriate. (2) Definition. "Covered institutions" means recipient research institutions receiving federal Research and Development (R&D) science and engineering support "in excess of $50 million per year."	Pub. L. 117-167, Section 10254 (codified at 42 U.S.C. § 18951)
Patents and Intellectual Property Rights	Recipients are subject to the *Bayh-Dole Act*, 35 U.S.C. § 200 *et seq.* and applicable regulations governing inventions and patents, including the regulations issued by the Department of Commerce at 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms under Government Awards, Contracts, and Cooperative Agreements) and the standard patent rights clause set forth at 37 C.F.R. § 401.14.	35 U.S.C. § 200 *et seq.* 37 C.F.R. § 401.14
Procurement of Recovered Materials	States, political subdivisions of states, and their contractors must comply with Section 6002 of the	Pub. L. 89-272 (1965) (codified as

	Solid Waste Disposal Act, Pub. L. 89-272 (1965) (codified as amended by the *Resource Conservation and Recovery Act* at 42 U.S.C. § 6962) and 2 C.F.R. § 200.323. 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.	amended by the *Resource Conservation and Recovery Act* at 42 U.S.C. § 6962) 40 C.F.R. Part 247 2 C.F.R. § 200.323
Rehabilitation Act of 1973	Recipients must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, Pub. L. 93-112 (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.	Pub. L. 93-112 (codified as amended at 29 U.S.C. § 794)
Reporting Recipient Integrity and Performance Matters	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 the federal award, then the recipient must comply with the requirements set forth in the government-wide federal award term and condition for Recipient Integrity and Performance Matters in 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated by reference.	2 C.F.R. Part 200, Appendix XII
Reporting Subawards and Executive Compensation	For federal awards that total or exceed $30,000, recipients are required to comply with the government-wide federal award term and condition on Reporting Subawards and Executive Compensation set forth at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated by reference.	2 C.F.R. Part 170, Appendix A
Required Use of American Iron, Steel, Manufactured Products, and Construction Materials	(1) Recipients of a federal award from a financial assistance program that provides funding for infrastructure are hereby notified that none of the funds provided under this federal award may be used for a project for infrastructure unless: (a) all iron and steel used in the project are produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; (b) all manufactured products used in the project are produced in the United	2 CFR Part 184

	States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and (c) all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States. (2) The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project. (3) *Waivers.* When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. The agency should notify the recipient for information on the process for requesting a waiver from these requirements. a. When the Federal agency has determined that one of the following exceptions applies, the federal awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that:	

	i. applying the domestic content procurement preference would be inconsistent with the public interest; ii. the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or iii. the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25%. b. A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office. c. There may be instances where a federal award qualifies, in whole or in part, for an existing waiver described at "Buy America" Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov. (4) *Definitions.* The definitions applicable to this term are set forth at 2 C.F.R. § 184.3, the full text of which is incorporated by reference.	
Subrecipient Monitoring and Management	Pass-through entities must comply with the requirements for subrecipient monitoring and management.	2 C.F.R. §§ 200.331-333
System for Award Management and Unique Entity Identifier Requirements	Recipients are required to comply with the requirements set forth in the governmentwide federal award term and condition regarding the System for Award Management and Unique Entity Identifier Requirements in 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated reference.	2 C.F.R. Part 25, Appendix A
Termination of a Federal Award	(1) By DHS. DHS may terminate a federal award, in whole or in part, for the following reasons: (a) If the recipient fails to comply with the terms and conditions of the federal award;	2 C.F.R. § 200.340 2 C.F.R. §§ 200.344-200.345 Pub. L. 116-283

	(b) With the consent of the recipient, in which case the parties must agree upon the termination conditions, including the effective date, and in the case of partial termination, the portion to be terminated; (c) Pursuant to the terms and conditions of the federal award; or (d) For convenience, pursuant to Executive Order 14332, Improving Oversight of Federal Grantmaking, including when the award no longer advances agency priorities or the national interest, but subject to appropriate exceptions, including agreements entered into in furtherance of international trade agreements or those awarded by the Department of Commerce under title XCIX of the *William M. (Mac) Thornberry National Defense Authorization Act for Fiscal Year 2021* (Public Law 116-283), the *CHIPS and Science Act of 2022* (Public Law 117-167), or Division F of the *Infrastructure Investment and Jobs Act* (Public Law 117-58). (2) By the Recipient. The recipient may terminate the federal award, in whole or in part, by sending written notification to DHS stating the reasons for such termination, the effective date, and in the case of partial termination, the portion to be terminated. However, if DHS determines that the remaining portion of the federal award will not accomplish the purposes for which the federal award was made, DHS may terminate the federal award in its entirety. (3) Notice. Either party will provide written notice of intent to terminate for any reason to the other party no less than 30 calendar days prior to the effective date of the termination. (4) Compliance with Closeout Requirements for Terminated Awards. The recipient must continue to comply with closeout requirements in 2 C.F.R. §§ 200.344-200.345 after an award is terminated.	Pub. L. 117-167 Pub. L. 117-58, Division F Executive Order 14332
Trafficking Victims Protection Act of 2000	Recipients must comply with the requirements of the government-wide federal award term and condition which implements *Trafficking Victims Protection Act of 2000*, Pub. L. 106-386, § 106 (codified as amended at 22 U.S.C. § 7104). The	Pub. L. 106-386, § 106 (codified as amended at 22 U.S.C. § 7104)

	federal award term and condition is in 2 C.F.R. § 175.105, the full text of which is incorporated by reference.	2 C.F.R. § 175.105
Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism (*USA PATRIOT Act of 2001*)	Recipients must comply with the requirements of Pub. L. 107-56, Section 817 of the *USA PATRIOT Act*, which amends 18 U.S.C. §§ 175–175c.	Pub. L. 107-56 18 U.S.C. §§ 175-175c
Whistleblower Protection Act	Recipients must comply with the statutory requirements for whistleblower protections in 10 U.S.C § 4701 and 41 U.S.C. § 4712.	10 U.S.C § 4701 41 U.S.C. § 4712

3-2. Executive Orders

Executive Order	Terms and Conditions
All Executive Orders Related to Grants	Presidential Executive Orders. Recipients must comply with the requirements and actions of Presidential executive orders related to grants (also known as federal assistance and financial assistance), including those published after the date of this publication, the full text of which are incorporated by reference.
Executive Order 14332, Improving Oversight of Federal Grantmaking	Draw Down of Funds. Recipients are prohibited from directly drawing down general grant funds for specific projects without the affirmative authorization of DHS. Recipients must provide written payment justification, with specificity, for requests for each drawdown.
Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving	Federal Leadership on Reducing Text Messaging While Driving. Recipients are encouraged to adopt and enforce policies that ban text messaging while driving recipient-owned, recipient-rented, or privately owned vehicles when on official government business or when performing any work for or on behalf of the Federal Government. Recipients are also encouraged to conduct the initiatives of the type described in Section 3(a) of Executive Order 13513.
Executive Order 13224, Blocking Property and Prohibiting Transactions With Persons Who Commit, Threaten to Commit, or Support Terrorism	Terrorist Financing. Recipients must comply with Executive Order 13224 and applicable statutory prohibitions on transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible for ensuring compliance with the Executive Order and laws.

3-3. DHS Policy

DHS Policy	Terms and Conditions
Acknowledgement of Federal Funding from DHS	Recipients must acknowledge their use of federal award 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 award funds.
Activities Conducted Abroad	Recipients must coordinate with appropriate government authorities when performing project activities outside the United States obtain all appropriate licenses, permits, or approvals.
Collection and Use of Personally Identifiable Information	(1) Recipients who collect personally identifiable information (PII) as part of carrying out the scope of work under a federal award are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. (2) Definition. DHS defines "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.
Non-Supplanting Requirements	Recipients of federal awards under programs that prohibit supplanting by law must ensure that federal funds supplement but do not supplant non-federal funds that, in the absence of such federal funds, would otherwise have been made available for the same purpose.
Notice of Funding Opportunity (NOFO) Requirements	All the instructions, guidance, limitations, scope of work, and other conditions set forth in the NOFO for this federal award are incorporated by reference. All recipients must comply with any such requirements set forth in the NOFO. If a condition of the NOFO is inconsistent with these terms and conditions and any such terms of the federal award, the condition in the NOFO shall be invalid to the extent of the inconsistency. The remainder of that condition and all other conditions set forth in the NOFO shall remain in effect.
SAFECOM	Recipients receiving federal awards made under DHS 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. The SAFECOM Guidance is updated annually and can be found at Funding and Sustainment | CISA.
Use of DHS Seal, Logo, and Flags	Recipients must obtain written permission from DHS prior to using the DHS seals, logos, crests, or reproductions of flags, or likenesses of DHS agency officials. This includes use of DHS component (e.g., FEMA, CISA, etc.) seals, logos, crests, or reproductions of flags, or likenesses of component officials.