

RESOLUTION NO. 48-2008

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, APPROVING AND AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR GRANT FUNDING UNDER THE FEDERAL STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE ("SAFER") PROGRAM.

WHEREAS, the federal government has grant funding for its SAFER program available to emergency fire rescue entities to assist them with increasing staffing levels; and

WHEREAS, the City of Benson (the "City") wishes to apply for funding from the SAFER grant program; and

WHEREAS, the staff of the City has prepared an application (the "Application"), attached hereto as Exhibit "A" and incorporated herein by this reference, that would enable the City to apply for funding from the SAFER grant program; and

WHEREAS, the Mayor and Council of the City have reviewed the Application, attached hereto as Exhibit "A," and the terms and conditions of the SAFER grant program, and have determined that submitting the Application and participating in the SAFER grant program are in the best interests of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Benson that the City hereby approves the Application for funding from the SAFER grant program, and the Mayor is hereby authorized to sign the Application.

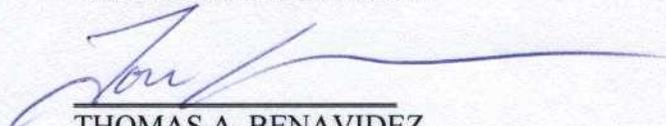
BE IT FURTHER RESOLVED that the staff of the City is hereby authorized to take all steps necessary and proper to submit the Application to the SAFER program.

BE IT FURTHER RESOLVED that the City will comply with the terms and conditions of the SAFER program if awarded grant funding.

PASSED AND ADOPTED by the Mayor and Council of the City of Benson, Arizona, this 23rd day of June, 2008.


MARK M. FENN, Mayor

APPROVED AS TO FORM:


THOMAS A. BENAVIDEZ
City Attorney

ATTEST:

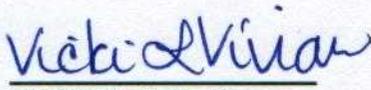

VICKI L. VIVIAN
City Clerk

EXHIBIT A
[SAFER Grant Application]

Entire Application

Overview

Are you a member, or are you currently involved in the management of the fire department or organization applying for this grant with this application?

Yes, I am a member/officer of this applicant

If you answered No, please **complete** the information below and press the *Save and Continue* button. **If you answered Yes**, please do **not** complete the information requested below and press the *Save and Continue* button.

Note: If you answered **No** to the above question, the fields marked with an * are required.

Preparer Information

* Preparer's Name

* Address 1

Address 2

* City

* State

* Zip

* Is there a grant-writing fee associated with the preparation of this request?

If you answered yes above, what is the fee? \$

Contact Information

Alternate Contact Information Number 1

* Title	Chief
Prefix	N/A
* First Name	Keith
Middle Initial	J
* Last Name	Spangler
* Business Phone	520-586-9832 Ext.
*Home Phone	520-720-6103 Ext.
Mobile Phone/Pager	520-265-0032
Fax	520-720-6192
*E-mail	chief_bfd@cox.net

Alternate Contact Information Number 2

* Title	Deputy Chief
Prefix	N/A
* First Name	Jason
Middle Initial	R
* Last Name	Taylor
* Business Phone	520-586-9832 Ext.
*Home Phone	520-586-8850 Ext.
Mobile Phone/Pager	520-221-0854
Fax	520-720-6192
*E-mail	deputychief@benssonfire.com

Applicant Information

EMW-2008-FF-00533

Originally submitted on 06/26/2008 by Jerry Fink (Userid: bensonfd)

Contact Information:

Address: P.O. Box 2223

City: Benson

State: Arizona

Zip: 85602

Day Phone: 5205865303

Evening Phone: 5205869529

Cell Phone: 5202210340

Email: jfink@powerc.net

Application number is EMW-2008-FF-00533

* Organization Name	Benson Volunteer Fire Department
* What kind of organization do you represent?	Combination (Majority Volunteer)
If you answered combination, above, what is the percentage of career members in your organization?	3 %
* Type of Jurisdiction Served	City
If other, please enter the type of Jurisdiction	
* 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?	Cochise
* Employer Identification Number	86-6000234
* Are you sharing an EIN with another organization?	No
If yes, please enter the name of the entity with whom you share an EIN	
* Does your organization have a <u>DUNS Number</u> ?	Yes
If yes, please enter the <u>DUNS Number</u>	144004418
Headquarters Physical Address	
* Physical Address 1	375 East 7th Street
Physical Address 2	
* City	Benson
* State	Arizona
* Zip	85602 - 6633
	Need help for ZIP+4?
Mailing Address	
* Mailing Address 1	P.O. Box 2223
Mailing Address 2	
* City	Benson
* State	Arizona
* Zip	85602 - 2223
	Need help for ZIP+4?
Account Information	

* Type of bank account	Checking
* Bank routing number - <u>9 digit</u> number on the bottom left hand corner of your check	122105320
*Your account number	6808286629

Additional Information

* For this fiscal year (Federal) is your jurisdiction receiving Federal funding from any other grant program that may duplicate the purpose and/or scope of this grant request?	No
* If awarded this grant, will your jurisdiction expend greater than \$500,000 in Federal share funds during the Federal fiscal year in which the grant was awarded?	No
* Is the applicant <u>delinquent on any federal debt</u> ?	No

If you answered yes to any of the additional questions above, please provide an explanation in the space provided below:

Applicant Characteristics (Part I)

* Are you a member of a Fire Department or authorized representative of a fire department?	Yes	
* Are you a member of a Federal Fire Department or contracted by the Federal government and solely responsible for suppression of fires on Federal property?	No	
* Please indicate the type of community your organization serves.	Rural	
* What is the square mileage of your first-due response area?	47	
* What percentage of your response area is protected by hydrants?	15	
* Does your organization protect critical infrastructure of the state?	No	
Percentages in three answers below must sum up to 100%:		
* How much of your jurisdiction's land use is for agriculture, wild land, open space, or undeveloped properties?	80 %	
* What percentage of your jurisdiction's land use is for commercial, industrial, or institutional purposes?	5 %	
* What percentage of your jurisdiction's land is used for residential purposes?	15 %	
* How many commercial, industrial, residential, or institutional structures in your jurisdiction are more than four stories tall?	0	
* What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served?	4900	
* How many stations are in your organization?	1	
* Please indicate if your department has an automatic/mutual aid agreement with another community or fire department and the type of agreement that exists.	Both automatic and mutual aid Structural Fire Suppression Wildland Fire Suppression	
* What services does your organization provide?	Hazmat Operational Level Rescue Operational Level	
* How many active firefighters does your department have who perform firefighting duties (include all active volunteer, paid-on-call, and career firefighters)?	30 (Whole Numbers only)	Help

The goal for SAFER is to assure grantees' communities have adequate protection from fire and fire-related hazards. The following questions are designed to help us understand the changes that will occur in departments receiving grants.

* At the time of application, how many authorized and funded active, full-time uniformed career positions are in your department? 1

* Of those career positions indicated in the field above, how many of those serve in officer-level (both command and company) positions? 1

* Of those career positions indicated in the first field above (total number of authorized and funded positions), how many are assigned to field or response apparatus positions that directly support NFPA 1710 (Section 5.2.4.2 - Initial Full Alarm Assignment Capability) or NFPA 1720 (Section 4.3 - Staffing and Deployment) compliance? 1

For more information regarding these standards please go to www.nfpa.org/saferactgrant

* At the time of application, how many active volunteer firefighters are in your department? 30

* If awarded this grant, how many authorized and funded active, full-time firefighter positions will be in your department? 5

* If awarded this grant, how many active volunteer firefighters will be in your department? 30

* Do you currently report to the National Fire Incident Reporting System (NFIRS)? Yes

Applicant Characteristics (Part II)

	2007	2006	2005
* What is the total number of fire-related civilian fatalities in your jurisdiction over the last three years?	0	0	0
* What is the total number of fire-related civilian injuries in your jurisdiction over the last three years?	0	0	0
* What is the total number of line of duty member fatalities in your jurisdiction over the last three years?	0	0	0
* What is the total number of line of duty member injuries in your jurisdiction over the last three years?	1	0	1

* What is your department's operating budget(including personnel costs) for your current fiscal year and what was your budget for the last three fiscal years?

Current Year	343145
Year 1	304755
Year 2	250337
Year 3	249342

* What percentage of your annual operating budget is derived from:
Enter numbers only, percentages must sum up to 100%

Taxes?	100 %
Grants?	0 %
Donations?	0 %
Fund drives?	0 %
Fee for Service?	0 %
Other?	0 %

If you entered a value into Other field (other than 0), please explain

* How many vehicles does your organization have in each of the types or classes of vehicle listed below? 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. Enter numbers only and enter 0 if you do not have any of the vehicles below.

Type or Class of Vehicle	Total Number	Total Number of Riding Positions
Engines (or Pumpers): Pumper, Pumper/Tanker, Rescue/Pumper, Foam Pumper, CAFS Pumper, Quint (Aerial device of less than 76 feet), Type I, Type II, Type III Engine	3	23
Tankers: Tanker, Tender, Foam Tanker/Tender (greater than 1,250 gallon tank capacity)	1	2
Aerial Apparatus: Aerial Ladder Truck, Telescoping, Articulating, Ladder Towers, Platform, Tiller Ladder Truck, Quint (Aerial device of 76 feet or greater)	0	0
Brush/Quick attack : Brush Truck, Patrol Unit (Pick up w/ Skid Unit), Quick Attack Unit, Mini-Pumper, Type IV, Type V, Type VI Engine	2	6
Rescue Vehicles: Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle, Hazardous Materials Unit	1	5

Other:

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, Fire
Boats (more than 13 feet long), Other Vehicle

0

0

Department Call Volume

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

	2007	2006	2005
Structural Fires	29	10	10
Vehicle Fires	35	33	13
Vegetation Fires	25	32	30
EMS	0	0	0
Rescue	8	6	10
Hazardous Condition/Materials Calls	26	30	30
Service Calls	0	0	0
Good Intent Calls	49	58	71
False Alarms	0	0	0
Other Calls and Incidents	25	45	51

* Please indicate the number of times your department provides or receives mutual aid. Do not include first-due responses claimed above.

In an average year, how many times does your organization receive mutual/automatic aid? 10

In an average year, how many times does your organization provide mutual/automatic aid? 8

Request Details

The activities for your organization are listed in the table below.

Activity	Number of Entries
Hiring Firefighters	1
Recruitment and Retention of Volunteer Firefighters	0

Hiring Firefighters

- * 1. The Hiring of FF activity requires a considerable cost-share on behalf of the applicant and/or its governing body. As such, it is imperative that the local governing body be aware of and support this application. Have you, as the applicant, discussed this application and its long-term obligations with your governing body and is your governing body willing to accept this long term commitment? Yes
- * 2. If awarded a hiring grant, will the newly added firefighters be trained to at least Firefighter I or equivalent within 6 months of employment? Yes
- * 3. If awarded a hiring grant, will the newly added firefighters be trained to at least Firefighter II or equivalent within 24 months of employment? Yes
- * 4. If awarded a hiring grant, will the newly added firefighters be trained within 24 months of employment to at least the minimum level of EMS certification as established by the local fire department? Yes

*5. Select which line-item below best describes your organization and the NFPA standard you are attempting to meet.

			NFPA Requirements		
Check One	Department Characteristics	Demographic	Assembly Staffing	Response Time	Frequency of Time
	Career	With Aerial	15	8 min	90%
	Career	Without Aerial	14	8 min	90%
	Urban Combo/Vol	> 1,000 pop/mi	15	9 min	90%
	Suburban Combo/Vol	500 - 1,000 pop/mi	10	10 min	80%
X	Rural Combo/Vol	< 500 pop/mi	6	14 min	80%
	Remote Combo/Vol	Travel > 8 mi	4	n/a	90%

* 6a. In your best estimate, how often did your organization meet the assembly requirements detailed above for structure fires claimed in this Half of the Time (40 to 60%)

[Help](#)

application?

* 6b. With the additional staffing requested in this application, what percentage of time do you anticipate that your organization will meet the NFA requirements detailed above? Most of the Time (60 to 80%)

[Help](#)

* 7a. Given the number of structure fires indicated in the "Call Volume" screen of your application, what is the average actual staffing level on your first arriving engine company or vehicle capable of initiating suppression activities? 1

* 7b. With staffing requested in this application and given the number of structure fires indicated in the "Call Volume" screen of your application, what would be the average actual staffing level on your first arriving engine company or vehicle capable of initiating suppression activities? 5

* 8. Is your request for hiring firefighters based on a risk analysis and/or a staffing needs analysis? Yes

The analysis was done by looking at the initial staffing that responded to the station after the page. Then the additional time it took for additional personnel to show up so the apparatus could respond.

If Yes, describe how the analysis was conducted.

In researching the last several years of response times with the department, it shows a delay in responding due to the fact the apparatus is required to wait until the minimum number of firefighters arrives at the station. The research shows that during daytime alarms the delay or extended response time is a direct relation to the low turnout of firefighters during this time of day. This low turnout is due to the low availability of volunteers due to work schedules, location of jobs and/or the employers not allowing the volunteers to leave work for calls.

* 9. If awarded a grant for hiring additional firefighters, will you provide them with an entry-level physical in accordance with NFA 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments 2003 Edition, Chapter 6? Yes

* 10. Does your organization seek, recruit, and hire members of racial and ethnic minority groups and women to increase their ranks within your department?

If so, explain in your narrative what efforts your organization has instituted and how successful those efforts have been. No

If not, explain in your narrative what policies and procedures you will implement to assure that, to the extent possible, you will seek, recruit, and hire

minorities and women.

Budget Item

- * How many full-time firefighter positions, including job-shares, are you requesting? 4
- If you are requesting assistance to fund a position that would be "shared" by more than one individual, i.e., for job-share, please indicate how many individuals would fill that position and provide an explanation as to why the position is shared.
- * What is the anticipated annual starting salary for firefighters in your department? 42167
- * What is the average benefit rate for your department (as calculated as a percentage of the annual salary)? 42.3%
- * If awarded, what is your estimate of the average annual increase in salary for these firefighting positions as a result of step increases, cost-of-living adjustments, incentive pay, etc.? Show this figure as a percentage of the annual salary. 5%

Recruitment and Retention of Volunteer Firefighters

- * 1. What is the ideal number of active volunteer firefighters needed by your department or organization to adequately comply with NFPA 1710 (Section 5.2.4.2 - Initial Full Alarm Assignment Capability) or NFPA 1720 (Section 4.3 - Staffing and Deployment)?
- * 2. What is the current number of active volunteer firefighters in your department or organization?
- * 3. How many active volunteer firefighters joined your department or organization over the last three years?
- * 4. How many active volunteer firefighters left your department or organization over the last three years?
- * 5. Will your department or organization periodically evaluate your proposed program's impact?
- If Yes, please provide an explanation of how the evaluation will be conducted.
- * 6. Do you currently have a recruitment and/or retention volunteer coordinator's position?
- * 7. Do you currently have a marketing plan as part of your recruitment and/or retention program?
- * 8. Does your department currently offer AD&D (accidental death/dismemberment) and disability (loss of wages) protection for active volunteer firefighters?
- * 9. Will your program have a regional impact?
- If Yes, please explain the extent of impact on the communities/population.

* 10. Do you currently provide entry-level physicals in accordance with NFPA 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments 2003 Edition, Chapter 6?

* 11. Will the personnel recruited meet the minimum local or State fire and EMS training and certification requirements for firefighters within 12 months of appointment?

* 12. Does your organization seek, recruit, and hire members of racial and ethnic minority groups and women to increase their ranks within your department?

If so, explain in your narrative what efforts your organization has instituted and how successful those efforts have been.

If not, explain in your narrative what policies and procedures you will implement to assure that, to the extent possible, you will seek, recruit, and hire minorities and women.

Budget

Budget Matrix

	First 12-Month Period	Second 12-Month Period	Third 12-Month Period	Fourth 12-Month Period	Fifth 12-Month Period	Total
Personnel	168,668	177,101	185,956	195,254	205,017	931,996
Fringe Benefits	71,347	74,914	78,659	82,592	86,722	394,234
Travel	0	0	0	0	0	0
Equipment	0	0	0	0	0	0
Supplies	0	0	0	0	0	0
Contractual	0	0	0	0	0	0
Other	0	0	0	0	0	0
Indirect Charges	0	0	0	0	0	0
Federal Share	156,060	138,700	86,680	52,080	0	433,520
Applicant Share	83,955	113,315	177,935	225,766	291,739	892,710
Total:	240,015	252,015	264,615	277,846	291,739	1,326,230

Narrative Statement

Project Description

* Please attach your narrative statement using no more than six single-spaced pages.

Overview

The City of Benson's Fire Department is at a turning point in its history. The City is on the edge of a growth explosion and the Fire Department is standing ready to accept the challenges that lay before it. The addition of personnel would help to provide a faster response to those challenges.

Situated in West, Central Cochise County, Benson is an important transportation hub as well as an agricultural service center. Interstate 10 and the Union Pacific Railroad bisect the city. The city also serves as the terminus for State Highways 80 and 90, which are primary access routes to Sierra Vista, Fort Huachuca Military Installation, Tombstone, Bisbee and Douglas, as well as the International border between the United States and Mexico. Benson also serves as a shopping hub for many of the small communities of Cochise County, such as Pomerene, St. David, Mescal and many others.

Within the city limits of Benson, there are 47 square miles of annexed land, with a residential population of approximately 4,900. Due to Benson's winter visitors, the population more than doubles each winter season. Because of its growing array of retail stores, restaurants and other services, Benson serves the surrounding valley with a population of approximately 28,000 year-round.

In recent years, the City of Benson has seen a dramatic increase in the amount of building permits issued, due primarily to several new housing developments. In 2006 the city issued a total of three-hundred and sixteen (316) permits; eight (8) new commercial permits and one hundred and four (104) single family residential permits. The remaining permits were for varying types of renovations for both residential and commercial properties. In 2007, the city issued two-hundred and fifty (250) permits, four (4) new commercial permits and twenty four (24) single-family residential permits. In the first six months of 2008, there were one-hundred and seventeen (117) permits issued; forty-six (46) single family residences and four (4) new commercial buildings. There is currently no indication of this growth slowing down and the increasing number of remodels occurring indicates people are not leaving. The projected increase of new businesses and single-family residences indicates that Benson's growth is not likely to slow down in the near future and the increasing number of remodels and renovations indicates that the population is here to stay.

The Benson Fire Department was established in 1907, and until 2007, was strictly a volunteer department. In June 2007, the City Council hired a full time Chief to begin the transition to a combination full time / volunteer department. Although Benson Fire is slotted for 30 volunteers and has many qualified personnel, the availability of firefighters to respond during normal business hours has become a top concern for Benson Fire Department. This is primarily due to the fact that the majority of firefighters have work schedules that prohibit their response to calls during the weekdays. In compliance with NFPA standards 1710 and 1720, Benson Fire does not respond without a minimum staffing of four personnel on an engine company. However, due to the sometimes-limited number of available volunteers, response times can be significantly increased while waiting for additional volunteers and/or mutual aid from the surrounding areas. In the event that an engine company responds with less than the required personnel, no interior operations are performed, increasing the possibility of loss of life and property damage.

The Benson Fire Department has signed a County Wide Mutual Aid Agreement. The Departments we work closely with are St. David Fire District, Pomerene Fire District and Mescal Fire Department, all of which are volunteer departments. Each of these departments rely on each other for assistance on calls when there is low turnout by the volunteers or when the incident has the potential for exhausting the resources and manpower of the responding department.

Risk Assessment

The City of Benson is committed to providing its citizens with the best possible fire protection, which would include requiring compliance with NFPA 1720, as well as the Occupational Safety and Health Administrations standards, which require a response time of four (4) minutes. Benson Fire Department's average response time is six (6) minutes from the time of the page to when the first engine company is enroute, and average of three

(3) minutes until the Engine Company arrives on scene after going enroute and the average time from page to on scene is ten (10) minutes, not including the time it takes for Dispatch to gather the information and page out the assignment. Benson Fire Department's current response time average does not fall within the Standard of 1710. However, the City Council's first step in achieving this standard was to begin the process of providing adequate coverage by hiring a full time paid Chief. In order to follow through with this first step, a four-person Engine Company would need to be staffed. OSHA 1910.134 stresses the need for the minimum staffing level of a four-person engine crew because firefighting is a high-risk occupation with a very narrow window of survivability for those who become disoriented or injured on the job. Specifically, the two-in two-out rule and the need for at least a two (2) member team located outside the IDLH as a Rapid Intervention Crew (RIC) in case the interior team needs assistance. If this staffing were in place, response times would be dramatically reduced, possibly leading to a lower potential for injury and death, as well as loss of property. Although the Benson Fire Department has been very fortunate to have never experienced a line-of-duty death in its history, there have been several close calls. These close calls were primarily due to fires burning unchecked for an extended period of time, a direct result of extended response times.

The addition of four full time firefighters will enhance the safety and welfare of the department members and reduce the response times for the first-due unit. This will greatly improve the ability of the department to provide adequate fire protection to the citizens of Benson. The importance of this service should not be taken lightly, because the first few minutes of action or inaction can critically impact the overall outcome of the situation. A full four person first due Engine Company allows firefighters to avoid issues that occur due to allowing the fire to burn unchecked, such as a room and contents fire moving to a fully involved structure fire and exposure problem. Inadequate staffing can also affect the firefighters because they are not given the proper work/rest cycle and this leads to injuries.

Financial Need

The Benson Fire Department is a department within the City of Benson Local Government. The primary source of operating revenue for the City of Benson is City Sales Tax. Benson Fire Department must compete for its funding from all the other departments within the city. These include Police, Gas, Water, Streets, Parks, Library, etc. Each department is important to the overall services the city provides. Public Safety is a top priority for the City of Benson. The ability to fill four Fire Department positions at one time is not practical, considering that all other City departments also compete for precious personnel additions. This delicate balance between departments is a tough task to do and still maintain a balanced operational budget. Benson Fire Department is not a district; hence it does not have a dedicated funding source, and it must rely on City General Funds to support its operations.

The majority of residents of Benson are in the middle to lower class income brackets with many of them being retired or on a fixed income. A tax increase to provide the adequate staffing needs by the Benson Fire Department will have a significant impact on the residents of Benson and will make it more difficult for the citizens to make ends meet. This makes a tax increase extremely difficult to achieve at this time. Federal funding is needed to begin bringing the Fire Department up to standard while the city continues to build on its sales tax base.

The City is currently growing and is expected to continue at a rapid growth rate for the next ten (10) years. With this rapid growth rate, more pressure will be put on existing emergency services, making it more difficult to comply with NFPA and OSHA standards. The SAFER Grant Program would enable the Benson Fire Department to ease the burden on programs and services and catch up to the growth and demand for services. The SAFER Grant Program could also create a unique opportunity for the City of Benson to provide its citizens with adequate fire protection, while easing the burden on an exhausted budget. The phase in approach of the SAFER Grant Program will provide funding for needed staffing until revenues from commercial and residential developers becomes available.

Recruitment Policy

The City of Benson maintains a policy of non-discrimination with regard to all employees and applicants for employment. The City of Benson firmly believes in Equal Opportunity and Affirmative action. The City of Benson will strive to build and maintain a diverse work place that reflects the community it serves. The City of Benson has committed to ensure that discrimination of any employee or applicant based on race, color, religion, ancestry, sex, age, disability, national origin, sexual preference, or marital status will not be tolerated and only the most qualified applicants are selected. Our emphasis on recruitment for the SAFER Grant will be from

qualified members of the department and to seek recruits from the local colleges and surrounding communities. We are currently actively recruiting qualified women and minorities to actively participate in our program.

Action Plan

If awarded the SAFER Grant, Benson Fire Department's goal would be to increase the staffing levels of firefighters in order to provide adequate fire protection for the community. The City of Benson appreciates this unique opportunity to serve its citizens and is committed to its firefighters. The City of Benson believes it will be capable of retaining the four (4) firefighters funded by the SAFER Grant following the termination of federal funding at the end of five (5) years. This would be a transition period for the City of Benson and the Benson Fire Department to be able to address its immediate staffing needs while preparing the foundation for a full-time, twenty-four-hour department.

The prerequisites for the four (4) firefighter positions funded by the SAFER Grant would follow NFPA 1001 Standard for Firefighter I and II Training. The applicants would need to have Firefighter I and II Certification and EMT-Basic Certification. This would ensure only qualified personnel would be selected for the positions, thus decreasing the time required for testing and training interested individuals.

The applicants will be given a written exam on basic firefighting and emergency medicine, followed by a physical fitness assessment and oral board review. Job offers will be made to the candidates who remain following the exams. Once an offer has been accepted, a physician following NFPA standards will complete a fit-for-duty physical exam and a Hepatitis A and B vaccine will be offered. The recruits will attend a week-long orientation to become familiar with the City of Benson's policies as well as Benson Fire Department's policies and operations. The recruits will complete a one-year probationary period.

The Benson Fire Department was created one hundred (100) years ago with the premise of volunteering to serve the community in which you live, and continues to be an advocate of volunteer service. The Benson Fire Department will support any member or employee who lives outside of the City of Benson volunteering to give back to that community. The Benson Fire Department will continue to maintain its community service programs, as well as fostering new ones in the future. Benson Fire currently has a car seat program sponsored in part by the Governors Office of Highway Safety and a local non-profit foundation. The Benson Fire Department hopes to start a First Aid and CPR class for the community, as well as a Bicycle Helmet Program and Juvenile Fire Setters Program. If awarded the SAFER Grant, the Benson Fire Department will be able to also focus more time on fire prevention, providing the community and schools with year-round information, rather than just the annual visit to Benson's schools. The addition of the four (4) personnel will enhance other services as well. EMS first response as well as Fire Inspection and Preplans will be greatly increased. This will put Benson Fire Department operating at the standard most departments operate at throughout the country.

Summary

The City of Benson is currently on the leading edge of a rapid growth phase. An increase in demand for fire and emergency services will come with this growth. In response to this growth, the City of Benson and the Benson Fire Department are working proactively to meet the increasing demand by looking for funding resources such as the SAFER Grant. Federal funding would make it possible to provide the staffing needed without placing a larger tax burden on its citizens at this time. If awarded the SAFER Grant, the City of Benson and the Benson Fire Department will be able to meet the changing needs of the city during its transition phase, and begin to comply with the staffing requirements of NFPA 1710.

Without the SAFER Grant, the Benson Fire Department is challenged to meet the staffing requirements for daytime response, thus putting not only the citizens of Benson at risk, but the firefighters as well. The SAFER Grant will enable the City of Benson and the Benson Fire Department to enhance emergency services, reducing the loss of life and property and creating a safer community for the citizens of Benson and the firefighters who protect the community.

* Please describe any grants that your department has received from DHS including the AFG. For example: 2002 AFG Fire Engine, 2003 UASI Equipment... (Enter "N/A" if Not Applicable).

AFG 2002 - \$64,800 – Funds to purchase SCBA's for Department

AFG 2003 - \$49,190 – Funds for Fire Operations and Safety – to purchase wildland firefighting turnouts, gear and equipment.

AFG 2006 - \$86,165 – Funds for Fire Operations and Safety to purchase SCBA Containment system, SCBA testing equipment and firefighting turnouts

Assurances and Certifications

Form 20-16A

You must read and sign these assurances by providing your password and checking the box at the bottom of this page.

Note: Fields marked with an * are required.

Assurances Non-Construction Programs

Note: Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290-dd-3 and 290-ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform

- Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply with provisions of the Hatch Act (5 U.S.C. Sections 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. Sections 276a to 276a-7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for Federally assisted construction sub agreements.
 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 flood plains 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. Section 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. Section 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
 12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
 13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
 14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
 15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
 16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
 17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.
 18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.
 19. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

Signed by **Jerry Fink** on **06/26/2008**

Form 20-16C

You must read and sign these assurances by providing your password and checking the box at the bottom of this page.

Note: Fields marked with an * are required.

Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters and Drug-Free Workplace Requirements.

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying" and 44 CFR Part 17, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Homeland Security (DHS) determines to award the covered transaction, grant, or cooperative agreement.

1. Lobbying

A. As required by the section 1352, Title 31 of the US Code, and implemented at 44 CFR Part 18 for persons (entering) into a grant or cooperative agreement over \$100,000, as defined at 44 CFR Part 18, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement and extension, continuation, renewal amendment or modification of any Federal grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all the sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements and sub contract(s)) and that all sub recipients shall certify and disclose accordingly.

2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

A. As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A, the applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

(b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of

this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. Drug-Free Workplace (Grantees other than individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Subpart F, for grantees, as defined at 44 CFR part 17, Sections 17.615 and 17.620:

(A) The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement; and
- (2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable awarding office.

(f) Taking one of the following actions, against such an employee, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

FEMA Standard Form LLL

Only complete if applying for a grant for more than \$100,000 and have lobbying activities. See Form 20-16C for lobbying activities definition.

If this lobbying form is not applicable, check "**This form is not Applicable.**" and include this page with your application submission

This form is not applicable

(B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant.

Place of Performance

Street	City	State	Zip	Action
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If your place of performance is different from the physical address provided by you in the Applicant Information, press *Add Place of Performance* button above to ensure that the correct place of performance has been specified. You can add multiple addresses by repeating this process multiple times.

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for DHS funding. States and State agencies may elect to use a Statewide certification.

Signed by **Jerry Fink** on **06/26/2008**