



**BUREAU OF FIRE MANAGEMENT**  
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## MEMORANDUM

**TO:** IDAHO FIRE DEPARTMENTS AND DISTRICTS  
**FROM:** BRIAN SHIPLETT, FIRE MANAGEMENT BUREAU CHIEF  
**DATE:** MARCH 23, 2009  
**SUBJECT:** VOLUNTEER FIRE ASSISTANCE (VFA) PROGRAM APPLICATION

Enclosed is a copy of the **Idaho Department of Lands Volunteer Fire Assistance Grant Application for 2009**. Volunteer Fire Assistance is a cooperative program between Idaho Department of Lands and USDA Forest Service, State and Private Forestry. The VFA application, as well as additional information on the VFA grant process and timeline, is also available on line at:

[www.idl.idaho.gov](http://www.idl.idaho.gov) or [www.idahofireplan.org](http://www.idahofireplan.org)

**Application Deadline: MAY 1, 2009**

### IMPORTANT NOTICE

Idaho Department of Lands Volunteer Fire Assistance will not be available to a Fire Department applicant who is not a participant in the County Wildfire Protection Plan (CWPP) process for their county. In addition, all requests for VFA assistance listed on this application should be identified in your county's CWPP or periodic update/addendum.

### Eligibility Requirements PLEASE REVIEW CAREFULLY:

1. A single fire department serving a rural area or a rural community with a population of 10,000 or less is eligible (latest Census).
2. Area fire departments (fire districts, townships, etc.) may serve an aggregate population of greater than 10,000 as long as the service area of the fire department includes a rural area or a rural community having a population of 10,000 or less. The VFA funding must be used to benefit the rural population.
3. A single county or town with a population over 10,000 that is served by two or more fire districts operating entirely within the bounds of the county or town may qualify as long as the service area of a given fire department includes a rural area or a rural community or the population of the fire department's jurisdiction is 10,000 or less. The VFA funding must be used for the rural area.
4. A single community with a population greater than 10,000 and having a single fire department with one or more fire stations may qualify. The fire department must have a service area that includes a rural area or community that does not exceed 10,000 population. The VFA funding must be used only for the benefit of the rural population. Similarly a single community with a population greater than 10,000 that also provides fire protection to an adjoining rural community of 10,000 or less population by contract, may also be eligible provided the VFA funding is used entirely to support the rural community.

**Continued on Reverse**

5. A single community fire department serving a population greater than 10,000 and not providing protection to a rural area or to a rural community is **not eligible** for VFA financial assistance.
6. While paid fire departments are not excluded from participation in the VFA Program, targeting of grants to qualifying fire departments having a membership comprised of at least 80 percent volunteer firefighters is encouraged.
7. The community share (match) of the financial assistance must be available at the time of application. Match must be "hard" (cash) match; non-reimbursable out-of-pocket expenses where the subrecipient is responsible for payment. Applicants may not derive their share from other sources of Federal assistance.  
**Please note: Fire departments/districts must be able to provide a hard (cash) match of at least 10% of grant funds being requested.**
8. Application must be completed **in full** and **signed by the Fire Department/District's Fire Chief** in order to be considered.
9. Wildland Personal Protective gear must be priced from the General Services Administration (**GSA**) pricing to be considered in this application. **Wildland Firefighting Boots will not be funded.**
10. Fire Shelters – These grant funds **will not cover** a personal shelter for every member of your fire department. We will only consider shelters for the number of seats on wildland apparatus.
11. Communications Equipment – This program **will only consider** requests with pricing quotes from State Bid Contract vendors. (For information on vendors contact the State of Idaho Department of Administration-Purchasing: [www.adm.idaho.gov/purchasing](http://www.adm.idaho.gov/purchasing) or 208-327-7465.) All radios purchased must be narrow band and specified as such on the vendor quote. Radios purchased **must** be compliant with your County's radio plan.
12. Training – There are several state agencies responsible for training of personnel. Please pursue these avenues before applying for funding through this grant by contacting your local Idaho Department of Lands or Timber Protective Association, Bureau of Land Management, or Forest Service Representative. Another resource is the State of Idaho Division of Professional-Technical Education at [www.pte.idaho.gov/EmergencyServicesTraining/Training.htm](http://www.pte.idaho.gov/EmergencyServicesTraining/Training.htm).
13. Project Request – Provide a detailed description of how this request will improve the response capability within the designated service area for which your district is first and foremost responsible.

Please contact your local Idaho Department of Lands Fire Protection District/Area Office or Timber Protective Association if you have any questions or concerns regarding the Volunteer Fire Assistance Grant Program. Applications must be submitted to your local Idaho Department of Lands Fire Protection District/Area Office or Timber Protective Association no later than **May 1, 2009**. For a complete listing of IDL Offices/Timber Protective Associations, refer to the State Government Section of your local telephone book, or visit the Idaho Department of Lands Official Website at:

[www.idl.idaho.gov](http://www.idl.idaho.gov).