



**BUREAU OF FIRE MANAGEMENT**  
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## MEMORANDUM

**TO:** Idaho Fire Service Organizations (FSOs) and Rangeland Fire Protection Associations (RFPAs)

**FROM:** JT Wensman, Chief, Bureau of Fire Management

**DATE:** April 1, 2020

**SUBJECT:** Rural Fire Capacity (RFC) Grant Program Application

Enclosed is a copy of the Idaho Department of Lands (IDL) RFC Grant Application, formerly known as Volunteer Fire Assistance (VFA), for 2020. RFC is a cooperative program between IDL and USDA Forest Service, State and Private Forestry, under the authority of the Cooperative Forestry Assistance Act of 1978, Public Law 95-313, as amended. The Catalog of Federal Domestic Assistance (CFDA) number is 10.664. The RFC application, as well as, additional information on the RFC grant process and timeline, is also available online at: [www.idl.idaho.gov/grants](http://www.idl.idaho.gov/grants).

### **Application Deadline: June 1, 2020**

Submit applications to your local IDL Forest Protective District/Area Office or Timber Protective Association. For a complete listing of these offices, visit [www.idl.idaho.gov](http://www.idl.idaho.gov).

**Please review this entire letter as some requirements have changed.**

**ELIGIBILITY REQUIREMENTS** – If the application does not meet all criteria, it will not be considered for funding.

1. Each applicant/recipient of a federal grant is required to have an active Data Universal Numbering System (DUNS) number and maintain current registration in the Central Contractor Registry (CCR) accessible through the System for Award Management (SAM) portal <https://www.sam.gov/portal/public/SAM/#1>. See the detailed explanation of requirements in Federal Requirements for RFC Grant Applicants/Recipients, enclosed. To be eligible for RFC funding, an FSO or RFPA applicant must participate in the County Wildfire Protection Plan (CWPP) process for their county. All requests for RFC assistance listed on the application should be identified in the applicant county's CWPP or periodic update/addendum. Any new FSO or RFPA will have a maximum of five years from their inception to become a participant in the CWPP process for their county. For information on your county's CWPP, contact the county Emergency Management Coordinator or Local Emergency Planning Committee (LEPC).
2. An FSO/RFPA serving a rural area or a rural community with a population of 10,000, or less, is eligible (latest Census). FSO/RFPAs (fire districts, townships, etc.) serving a population of greater than 10,000, or a county or town over 10,000 served by two or more FSO/RFPAs, may qualify as long as the service area includes and benefits a rural area, or community, having a population of 10,000 or less. A single community with a population greater than 10,000 and having a single FSO/RFPA with one or more fire stations or provides fire protection to an adjoining rural community by contract may qualify. The FSO/ RFPA must have a service area that includes a rural area, or community, that does not exceed 10,000 in population. **The RFC funding must be used entirely for the benefit of the rural population.** A single community FSO/ RFPA serving a population greater than 10,000, and not providing protection to a rural area or to a rural community, is not eligible for RFC financial assistance.
3. RFC funding allocated to the State is based, in part, on the number of fires reported in the national database. Therefore, **fire districts failing to report information to the database will not be considered for funding.**

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4. While paid FSOs or RFPAs are not excluded from participation in the RFC program, in light of anticipated funding levels, it is not anticipated that FSO or RFPAs comprised of less than 80 percent volunteer rate will receive funding.

### **ELIGIBLE PURCHASES**

5. Equipment less than \$5000.
6. Purchases made between the date of this award letter and the February 28 deadline.

### **PROCESS**

7. The FSO or RFPAs share (match) of the financial assistance must be available at the time of application. Match must be “hard” (cash) match per category; non-reimbursable out-of-pocket expenses where the subrecipient is responsible for payment. Applicants may not derive their share from other sources of federal government assistance. Note: FSOs/RFPAs will not be reimbursed until all bills due IDL have been paid. (An Excel spreadsheet with formulas to help calculate the hard match is available at: [www.idl.idaho.gov](http://www.idl.idaho.gov).)
8. Application must be completed **in full** and **signed** by the FSO’s Fire Chief or RFPA’s Chairman in order to be considered. The application must include itemized quotes.
9. When completing the RFC Grant Application, contact the nearest IDL Forest Protective District Fire Warden or Timber Protective Association Fire Warden for assistance with obtaining pricing quotes for items available through the Coeur d’Alene Interagency Fire Cache from the DLA Wildland Fire Equipment Catalog. **All orders are due to the Coeur d’Alene Interagency Fire Cache by December 15.**
10. If an award is made for Personal Protective Equipment, IDL will reimburse actual costs, or up to \$80, for each pair of pants and shirt. IDL will reimburse actual costs, or up to \$160, for each pair of coveralls. Wildland Fire Gear is the priority.
11. Wildland firefighting boots **will not** be funded.
12. Fire Shelters – These grant funds will not cover a personal shelter for every member of the applicant’s FSO or RFPA. IDL will only consider shelters for the number of seats on wildland fire apparatus.
13. Communications Equipment – All radios purchased must be narrow band and specified as such on the vendor quote. Radios purchased must be compliant with the applicant county’s radio plan.
14. Training – There are several state agencies responsible for training of personnel. Applicant should pursue these avenues before applying for funding through this grant by contacting the local Idaho Department of Lands, Timber Protective Association, Bureau of Land Management, or US Forest Service office. Another training resource is the State of Idaho Career-Technical Education on the web at: <https://cte.idaho.gov>.
15. Project Request – Provide a detailed description of how this request will improve the response capability within the designated service area for which the applicant’s FSO or RFPA is first and foremost responsible.

Contact your local IDL Forest Protective District/Area Office or Timber Protective Association if you have any questions or concerns regarding the RFC Grant Program. **Applications must be submitted to your local IDL Forest Protective District/Area Office or Timber Protective Association no later than June 1, 2020.** For a complete listing of IDL District/Area/Association Offices visit the Idaho Department of Lands website at: [www.idl.idaho.gov](http://www.idl.idaho.gov).