

MI FIRE EQUIPMENT GRANT PROGRAM APPLICANT CHECKLIST

GENERAL INFORMATION NEEDED FOR THE MI FIRE EQUIPMENT GRANT APPLICATION PROCESS

LOCAL GOVERNMENT NAME _____

LOCAL GOVERNMENT MUNICIPAL CODE _____

LOCAL GOVERNMENT NFIRS CODE _____

TOTAL NUMBER AND TYPE OF FIREFIGHTERS _____

- Beginning May 26, 2023:** Qualified local units of government to review FAQs, application documents, program guidelines, etc. at www.Michigan.gov/MIFireEquipmentGrant and consult with its governing body, financial professionals, professional staff, and other interested parties on impacts of grant award application and acceptance.

- Beginning May 26, 2023:** Qualified local units of government to calculate percentage of firefighters which are less than full-time status. Qualified local units of government eligible to apply for the MI Fire Equipment Grant Program must be registered as having more than 50% “nonpaid” or “part paid” firefighters as presented in the Fire Service Directory established by LARA under Public Act 207 of 1941. Local units of government should check the [Fire Service Directory](#) to verify eligibility.

- May 26, – July 10, 2023:** Qualified local units of government must go to www.Michigan.gov/MIFireEquipmentGrant to access *MI Fire Equipment Grant Program Application* (Form 5874) through Michigan’s eSignature Solution. Applications can only be submitted via the online eSignature Solution process by the chief administrative officer.
 - Qualified local units of government should prepare the MI Fire Equipment Grant Application (Form 5874) with the chief administrative officer.
 - Qualified local units of government must review and attest to having more than 50% “nonpaid” or “part paid” firefighters as presented in the Fire Service Directory established by LARA under Public Act 207 of 1941, which must be listed on the MI Fire Equipment Grant Program Application (Form 5874).
 - Form 5874 must be signed by the chief administrative officer.

- July 10, 2023 (Not Later Than):** Qualified local units of government to submit the MI Fire Equipment Grant Application (Form 5874) via Michigan eSignature Solution beginning May 26, 2023, but no later than July 10, 2023. Form 5874 must be submitted online using eSignature form.

- July 10 -August 10, 2023:** Application review period. Department of Treasury will validate MI Fire Equipment Grant award amounts. Department of Treasury may contact qualified units for additional information.

Michigan Department of Treasury

- Early August 2023:** Department of Treasury will begin notifying local units of government of award notification.

- Beginning August 1, 2023 - September 30, 2023 (Not Later Than):** Qualified local units of government may submit requests and documentation for reimbursement for allowable costs under the MI Fire Equipment Grant program.

- August 10 – October 31, 2023:** The Department of Treasury will disburse funds to all qualified local units of government for allowable costs.