



Michigan Department of
TREASURY

Bureau of Local Government and School Services

MI Fire Equipment Grant Program

Thursday May 25, 2023

2:00pm

Agenda

- BLGSS – Trusted Partner Model
- Overview of MI Fire Equipment Grant Program
- Local Government Eligibility Requirements
- Grant Application Process
- Program Award Reimbursement Process
- Key Dates and Timeline
- Next Steps
- Questions and Answers

**Treasury
Foundation
– Trusted
Partner
Model**



Trusted Partner Model

- Outreach
- Treasury Resources for MI Fire Equipment Grant Program
 - Grant Program Webinar Recordings
 - Frequently Asked Questions
 - Grant Program Checklist
 - Grant Program Timeline
 - Grant Application Documents
- Email Update Subscription

Program Website

- Program Description
- Grant Qualifications
- Grant Timeline
- Forms and Applications
- Reimbursement Distribution Process
- Guidance
- Contact Information

Overview of MI Fire Equipment Grant Program



MI Fire Equipment Grant Program

- The MI Fire Equipment Grant Program has been established to provide funding for the purchase of fire equipment for our part-time, on-call, or volunteer firefighters. Under the Fiscal Year 2022-23 budget, the Michigan Department of Treasury was appropriated \$12 million to establish and operate a grant program to qualified local governments.

Maximum Award Amount

- The maximum total award to any local unit of government is \$10,000. If a fire department serves multiple communities, a joint application can be submitted for each local unit to qualify for a grant. Letters of intent from each local unit must be included with the joint application. If total grant requests exceed the \$12 million appropriation, adjustments will be required to the maximum award.

Key Terms and Definitions

- **Paid on-call:** means employment during which an individual works on an on-call basis, is paid for all hours he or she works, and only occasionally works scheduled shifts.
- **Part-time:** means employment during which an individual is paid for all hours he or she works and works scheduled shifts but works fewer hours weekly than the hours necessary to be classified as a full-time employee by the applicable employing political subdivision.
- **Volunteer:** means appointment or employment for which an individual receives no compensation for work provided, or appointment or employment for which an individual receives compensation in the form of reasonable expenses incurred during the course of his or her appointment or employment or other reasonable benefits, including, but not limited to, length of service awards or nominal fees.

Key Terms and Definitions

- **Firefighter:** means a member of an organized fire department or public safety department who is responsible for, or is in a capacity that includes responsibility for, the extinguishment of fires, the directing of the extinguishment of fires, the directing or management of emergency response activities, fire safety prevention inspection, plans examination, fire investigation, hazardous materials response, technical rescue response, airport rescue response, airport rescue firefighting, fire service instruction, and the enforcement of the general fire laws of this state and the community where he or she serves.
- **Volunteer firefighter or paid on-call firefighter:** means an individual who is charged with the prevention or suppression of fires and who is directly engaged in the hazards of firefighting or in charge of a designated fire company or companies that are directly engaged in the hazards of firefighting on a volunteer or paid on-call basis. Volunteer or paid on-call firefighter does not include a full-time firefighter.

Qualified Equipment

- Turnout coats and pants
- Hoods
- Helmets
- Boots
- SCBA Masks
- Gloves (structural, and extrication)
- Safety Vests
- Radios, batteries, and antennas
- Flashlights
- Personal thermal imaging cameras

**MI Fire
Equipment
Grant
Program
Eligibility**



Eligibility

- A city, village, township, or tribal government, or an authority or commission established by a county, village, city or township by resolution, motion, or charter where the sum of “part-paid” and “non-paid” firefighters as presented in the Fire Service Directory is greater than 50%.

Grant Application Process



Grant Application Submission Process

- Submission System – Michigan eSignature Solution
 - Qualified local units will complete a data request to begin application and be emailed a submission link
 - The application landing page, instructions, and supporting documents will be linked from MI Fire Equipment Grant Program website

eSignature Solution

- **What is eSignature?**

- Electronic Signature

- Establishes intent to sign

- Captures consent to sign electronically

- Metadata about the transaction

- Audit trail of signing events

- Cryptographically sealed to ensure authenticity, nonrepudiation, integrity

- Including signer names, email addresses, identity proofing, authentication steps

eSignature Solution

- **Legality of eSignature**

- eSignatures are Legal

- US Law: Electronic Signatures in Global and National Commerce Act (ESIGN 2000, 15 U.S.C. ch. 96)

- SOM law: Michigan Uniform Electronic Transactions Act (UETA 2000, MCL 450.831-849)

- SOM Policies:

- I340.00.080.02 Electronic Signatures Standard

- I340.00.080.02.01 Electronic Signature Procedure

eSignature Solution

- **eSignature Security**

- FedRAMP-Moderate and NIST-High secured hosting
 - Encrypted at rest and in transit
 - Should not be used for restricted data

- **Signer Authentication Options**

- Email only
- Email with SMS code sent via text message
- Email with sender-generated questions for the signer to answer

- **Evidence Summary**

- Generated for each transaction (can be downloaded)
- PDF can validate signature and display a singer certificate

Grant Application Packet

Required Documents

- Grant Application (submitted via online form)

Optional Documents (If applicable, attached in eSignature)

- Letter(s) of intent for joint or coordinated applications.
- Invoices and proof of payment for eligible fire equipment expenses incurred on or after August 1st, 2022, that you would like considered for reimbursement if awarded a grant.
 - Canceled checks, credit/debit card receipts, and ACH/EFT confirmations may be used as proof of payment. Account numbers, routing numbers, and any other confidential information must be redacted before attaching.

Grant Application Submission Process

 Michigan eSignature Solution

Transaction: MI Fire Equipment Grant Application

Role: Chief Financial Officer

First Name*

John

Last Name*

Doe

Email*

doej@localgov.gov

Title

Chief Financial Officer

Company

Example

Submit

Grant Application Submission Process



State of Michigan eSignature <NoReply-eSignature@michigan.gov>

to me ▾

Hi John Doe,

Department of Treasury has added you as a Signer to "MI Fire Equipment Grant Application".

Please review and complete "MI Fire Equipment Grant Application".

[GO TO DOCUMENTS](#)

Thank you,
Department of Treasury eSignature Pilot Team
email: Treas-eSignature@Michigan.gov

Grant Application Submission Process

 Michigan eSignature Solution



Read & accept this document



I have read and agree to the terms of the eSign Disclosure Document.

Accept

Agreement to Electronically Sign State of Michigan Documents

MI FIRE EQUIPMENT GRANT PROGRAM - APPLICATION INSTRUCTIONS

Form 5874

GRANT PROGRAM OVERVIEW

The MI Fire Equipment Grant has been established under [Public Act 166 of 2022](#) to provide funding for the purchase of fire equipment for firefighters. Under the Fiscal Year 2022-23 Budget, the Michigan Department Treasury was appropriated \$12 million to establish and operate a grant program to qualified local governments. Grant awards are not to exceed \$10,000 for eligible departments and will be administered in a similar form and manner as previous grant programs with stakeholder engagement.

Continue to the next document

Next

Grant Application Submission Process

MI Fire Equipment Grant Program Application

Issued under Public Act 166 of 2022.

Pursuant to Section 801(1) of Public Act 166 of 2022, the MI Fire Equipment Grant Program is a grant program intended to assist local government fire departments that are “predominately on-call, part-time or volunteer” to purchase fire equipment for firefighters. Through a competitive grant process, eligible fire departments will be reimbursed for allowable fire equipment purchases. Applications must be submitted to the Michigan Department of Treasury via e-signature solution no later than July 10, 2023, for consideration.

PART 1: LOCAL GOVERNMENT INFORMATION

Local Unit Name Enter Text	Local Unit Municipal Code Enter Text	
Contact Name Enter Text	Contact Email Address Enter Text	
Contact Title Enter Text	Contact Telephone Number Enter Text	Extension Enter Text

PART 2: GRANT ELIGIBILITY

Eligibility for the MI Fire Equipment Grant Program will be determined by the grant requirements pursuant to PA 166 of 2022, Section 801(1), which are predominately on-call, part-time, or volunteer with purchasing fire gear for firefighters.

“Fire Department” means a department, authority, or other governmental entity that safeguards life and property from damage from explosion, fire, or disaster and that provides fire suppression and other related services in this state. Organized fire department includes any lawfully organized firefighting force in this state. As defined in section 1 of the fire prevention code, 1941 PA 207, MCL 29.1

“Local Unit of Government” means a city, village, township, tribal government or an authority or commission established by a county, village, city of township by resolution, motion, or charter.

Does your city, village, township, tribal government, authority, or commission have a fire department where more than 50 percent of the firefighters are part-time, volunteer, or paid on call?

Yes: The requesting local government certifies that it meets the eligibility criteria listed in MI Fire Equipment Grant Program.

No: The requesting local government certifies that it does not meet the eligibility criteria listed in MI Fire Equipment Grant Program.

Does the requesting local government fire department serve more than one local government as the primary provider of fire department services?

Yes: The requesting local government fire department certifies that it is the primary provider of fire department services for more than one local government (please list all local governments in the table below).

No: The requesting local government fire department certifies that it is primary provider of fire department services for only one local government.

Number	Local Governments Provided Primary Fire Department Services
1	Enter Text
2	Enter Text
3	Enter Text
4	Enter Text
5	Enter Text
6	Enter Text

Grant Application Submission Process

PART 3: GRANT QUALIFICATIONS (See Instructions)

To qualify for the MI Fire Equipment Grant Program, the eligible local government 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. Please provide the requested information below related to numbers of firefighters for the eligible local government fire department.

NFIRS Code	Total Firefighters	No. of "Non paid" Firefighters	No. of "Part Paid" Firefighters
Enter Text	Enter Text	Enter Text	Enter Text

Do the numbers of "Non paid" and "Part Paid" firefighters listed in the table above represent more than 50 percent of the total number of firefighters listed in the table above for the eligible local government fire department?

- Yes:** The requesting local government certifies that the information listed above demonstrates that more than 50 percent of total firefighters are "Non Paid" or "Part Paid".
- No:** The requesting local government certifies that the information listed above demonstrates that more than 50 percent of total firefighters are not "Non paid" or "Part Paid".

PART 4: GRANT AWARD REQUEST

Eligible local government fire departments may submit a claim for a grant award up to \$10,000, pursuant to Section 801(1) of Public Act 166 of 2022. Please enter the requested grant award claim below.

Grant Award Amount Requested (\$10,000 per local government listed in Part 2):

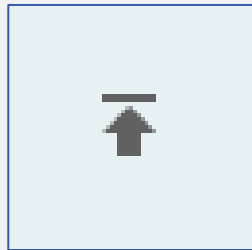
Qualified Expenses (Enter \$ amounts for eligible expenditures already incurred for reimbursement. If Applicable.)


Turnout coats and pants	SCBA Masks	Gloves (structural, and extrication)	Hoods	Radios, batteries, and antennas
\$ <input type="text" value="Enter Text"/>	\$ <input type="text" value="Enter Text"/>	\$ <input type="text" value="Enter Text"/>	\$ <input type="text" value="Enter Text"/>	\$ <input type="text" value="Enter Text"/>
Flashlights	Helmets	Safety Vest for traffic accidents	Boots	Personal thermal imaging cameras
\$ <input type="text" value="Enter Text"/>	\$ <input type="text" value="Enter Text"/>	\$ <input type="text" value="Enter Text"/>	\$ <input type="text" value="Enter Text"/>	\$ <input type="text" value="Enter Text"/>

Supporting Documentation

- If grant awards are requested on behalf of multiple local governments, please provide letters of intent from all requesting local governments.
- If the grant request is for expenditures for eligible items that have already been incurred, please attach supporting documentation.

Grant Application Submission Process



☰	 Michigan eSignature Solution
📄	UPLOADS (1)
⬆️	Supporting Documentation Required <input type="radio"/> No files uploaded yet

Grant Application Submission Process

documentation.

PART 5: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this application is true and that I am authorized to submit a claim on behalf of the qualified unit as the Chief Administrative Officer, to receive funds for the MI Fire Equipment Grant pursuant to of Public Act 166 of 2022, Section 801(1) and if I am submitting expenses for reimbursement that all expenditures for which reimbursement is requested are eligible, and that these expenditures will not be reimbursed from any other source.

Chief Administrative Officer Signature (as defined in MCL 141.422b)	Printed Name of Chief Administrative Officer (as defined in MCL 141.422b)
	John Doe
Title	Date
Chief Financial Officer	

Disclaimer: This form is subject to audit by the Michigan Department of Treasury. All supporting documentation regarding eligibility and monitoring requirements for the MI Fire Equipment Grant Program must be retained by the local government for 7 years.

Please confirm to complete signing

Confirm

**Program
Award
Reimbursement
Process**



Award Distribution Process

- Reimbursements will be distributed directly to qualified Local Governments
 - One payment to the Local Government will be made after all supporting documentation is received, providing the grantee is in compliance with all terms and conditions of the grant, and dependent upon state appropriations. Reimbursement request forms will be made available to award recipients. Eligible recipients are encouraged to ensure they have a SIGMA account to receive reimbursement electronically. Most local governments have already established an account, please check with your finance department. See: <https://www.michigan.gov/budget/Budget-Offices/SIGMA>

Key Dates and Timeline



Timeline

Date	Description
May 25 th , 2023, 2:00 PM	MI Fire Equipment Grant Webinar
May 26 th , 2023	Website and Grant Program Application Live
May 26 th – July 10 th , 2023	Submission of Applications
July 10 th , 2023	Application Submission Deadline
July 10 th – August 10 th , 2023	Application Review Period
Early August 2023	Grant Notification Period
As Early as August 10 th	Disburse Funds to Qualified Local Units

Key Dates

- **May 26, 2023** - The Department of Treasury will develop, and publish on the department website, program guidelines, an application process, and the associated application materials no later than May 26, 2023.

Key Dates

- **July 10, 2023:** The Department of Treasury will accept applications from qualified units beginning May 26, 2023, and ending on July 10, 2023.

Key Dates

- **Early August** : Grant Notification Period
- Award recipients will be notified via the email address used to submit the eSignature application.

Next Steps



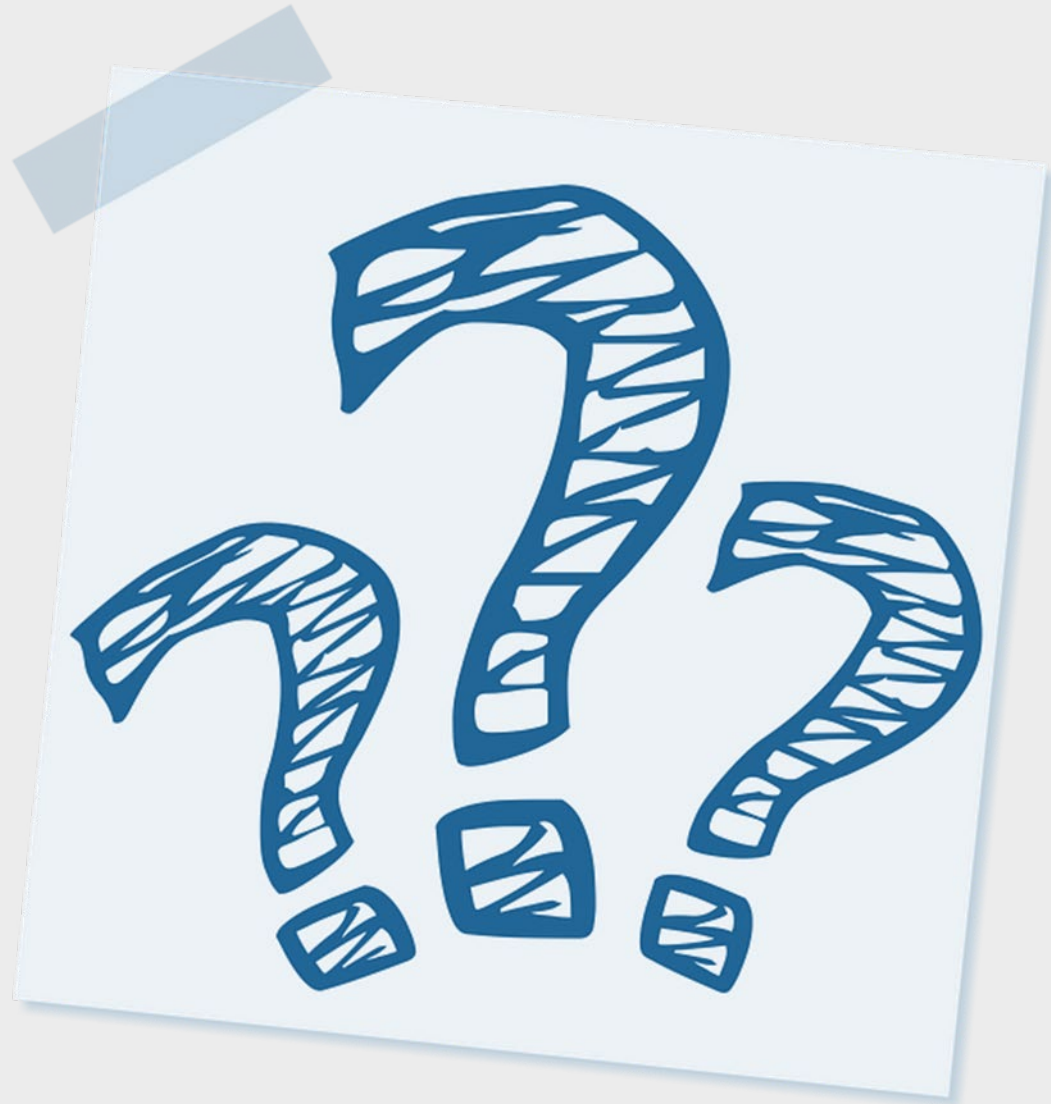
Next Steps

- Review www.Michigan.gov/MIFireEquipmentGrant for updates and new information
- Treasury to Finalize Resources for MI Fire Equipment Grant Program
 - Make application live for applicants
 - Post links to recording of webinar
 - Respond to grant program questions: Treas-MIFireGrant@michigan.gov

MI Fire Equipment Grant Program Contact Information

- **Questions:** Treas-MIFireGrant@michigan.gov
- **Web:** www.Michigan.gov/MIFireEquipmentGrant

Questions



Thank
You!

