City of Carson City Agenda Report

Date Sub	mittea: 2/11/14	Time Requested: Consent
To: From:	Mayor and Supervisors Fire Department	Time requested. Consent
	Fitle: For Possible Action: To acceed Grant in the amount of \$46,000.	ept a Nevada Division of Forestry State Fire (Stacey Giomi)
pursuant t Division o wildland f	o policy. This grant was submitted for Forestry. The grant will provide	is required to accept grants in excess of \$25,000, d by the Fire Department through the Nevada e funding for the department's "You Call – We Haul' dland property assessments. The submission of the ber of 2013.
(Action Requested: (check _) Resolution) Formal Action/Motion	one) () Ordinance () Other (Specify)
Does This	s Action Require A Business Im	pact Statement: () Yes (X) No
	ended Board Action: To accept a the amount of \$46,000.	Nevada Division of Forestry State Fire Assistance
provides f and assista	or the evaluation of each parcel in ance to property owners to reduce, lump trailers/dumpsters that can b	etion: The program being funded by this grant the wildland urban interface zone and for education fremove hazardous wildland fuels. The program e loaded with green waste and removed at no cost to
Applicabl	le Statute, Code, Policy, Rule or	Regulation: N/A
	pact: The Fire Department will re which totals \$23,000.	ceive \$46,000 to be used for this program. There is a
includes f		an be in hard or soft dollars. The soft dollar match administration time, homeowner time in clearing
Funding S	Source: Various accounts for fuel	and program management time allocation.

Alternatives: Do not accept the grant award and discontinue the program.

By: R. Stacey Giomi, Fire Chie	f ,	Date: 2-11-14
(Fire Chief)		Data: Olida
(City Manager)	3	Date: $2/11/19$
Hart fly		Date: 2/11/14
Mulil Word	nt	Date: <u>2/11/14</u> Date: 2/11/14
on Taken:		
	1)	
	2)	
te Recorded By)		
	(Finance Director) Taken:	(City Manager) (City Manager) (Finance Director) On Taken: 1) 2)

Supporting Material: Grant

Note; There are two original grant acceptance awards, both copies should be returned to the Fire Department in order to obtain the necessary State Agency Head signatures.

NOTICE OF SUBGRANT AWARD			
Subgrantee's Name and Payment Address:	Subgrant Project Title and Number:		
Carson City Fire Department			
777 S Stewart St	USDA/SFA/14/01		
Carson City, NV 89701	Carson City Fuels Reduction Project		
DUNS#: SAM Expires: State Vendor # T80990941M	Amount of Subgrant Award: \$46,000		
State Vendor # <u>T80990941M</u>			
	Expiration Date: May 1, 2015		
NOTE: All grantees must establish a vendor number before	Effective Date: <u>Date of last signature (State Forester)</u>		
payment can be made. If a Vendor Registration form is enclosed, fill it out and submit (via mail or fax) to Controller's			
Office (address/fax number is on the form in the top right corner).	Final report & reimbursement request: Due no later than		
Call the vendor desk at 702-486-3810 or 702-486-3856 if you	45 days after project completion or date of expiration,		
have any questions on how to complete/submit the form.	whichever occurs first.		
Primary Contact:	NDF Grant Program Administrator:		
Name: Stacey Giomi	Kacey KC, Conservation Staff Specialist II		
Telephone: 775-283-7150	Nevada Division of Forestry		
Fax: 775-887-2209	2478 Fairview Drive, Carson City, NV 89701		
E-mail: SGiomi@carson.org	2476 I an view Drive, Carson City, 144 05761		
	Office Phone: 775-684-2511		
	Cell Phone: 775-721-7360		
	Fax Number: 775-684-2571		
	E-mail: kaceykc@forestry.ny.gov		
Scope of Work: All aspects of the original grant application	(Carson City Fuels Reduction Project) are hereby incorporated		
into this agreement, to include the budget and scope of work.			
A COLI	RANCES		
BY ACCEPTING THESE SUBGRANT FUNDS, SUBGR			
Accept responsibility for compliance with all local, state	, and rederal statutes, regulations, and requirements.		

- Ensure proper planning, management and completion of the project described in the original application and *Notice of Subgrant Award*. The grant application is hereby incorporated into this Notice of Subgrant Award.
- > Comply with the attached Financial and Program Assurances and Certification Regarding Debarment and Suspension, and the Approved Budget.
- Ensure expenditures are in accordance with the specific categories as they appear in the Approved Budget.
- > Comply with all OMB regulations.
- > Comply with Nevada's ethical standards requirements, including but not limited to NRS 281A and Governor Sandoval's Executive Order 2011-02, which can be found at http://gov.nv.gov

The signature below indicates acceptance of this sub-grant award and all requirements associated with this funding.

Typed Name/Title of Subgrantee Authorizing Official: Robert Crowell, Mayor
Signature: Date:

Name/Title, Nevada Division of Forestry Program Authorization: Kacey KC, Conservation Staff Specialist II
Signature: Date:

Name/Title, Nevada Division of Forestry Fiscal Authorization: Lauri Dunn, MA III
Signature: Date:

Name/Title, Nevada Division of Forestry Administrator: Pete Anderson, State Forester / Fire Warden
Signature: Date:

(Grant Period Start Date)

*coding will be assigned at the time of payment

Page 1 of 7 Revised 10/25/10

Notice of Subgrant Award (S:\Grants\TEMPLATES)

Nevada Division of Forestry Approved Subgrant Budget

Subgrant project title: Carson City Fuels Reduction Project Subgrant number: USDA/SFA/14/01

Category	Subgrant Award 67_%	+	Subgrantee Match 33%	=	Total
Personnel/Labor	\$28,000		\$20,000		\$48,000
Travel*	\$		\$		\$
Equipment	\$		\$		\$
Operating/Supplies	\$ 8,000		\$ 3,000		\$11,000
Contractual (Subcontractor) Grantee must supply NDF Grant/ Business Manager with one copy of each contract.	\$10,000		\$		\$10,000
Other (including training)	\$		\$		\$
Indirect Charges	\$		\$		\$
TOTAL	\$46,000		\$23,000		\$69,000

- * Any approved travel will be reimbursed at the current State of Nevada rates.
- * Any program income earned from activities supported by this award shall be reported and subject to Title 7 CFR, Part 3015

NEVADA DIVISION OF FORESTRY FINANCIAL ASSURANCES

Subgrant project title: Carson City Fuels Reduction Project Subgrant number: USDA/SFA/14/01 USDA/SFA/14/01	ubgrant project title:	Carson City Fuels Reduction Project	Subgrant number:	USDA/SFA/14/01	
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1. Federal Requirements

Sub-grantees must comply with the following: (Available online at: http://www.whitehouse.gov/omb/circutars/)

Nonprofit Organizations Title 7 CFR, Part 3019

- 2 CFR 215 (OMB Circular A-110, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Orgs)
- 2 CFR 230 (OMB Circular A-122 Cost Principles for Nonprofit Organizations)
- OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations

State and Local Governments, Indian Tribes Title 7 CFR, Part 3016

- OMB Circular A-102, Grants and Cooperative Agreements with State and Local Governments, and Indian Tribes
- 2 CFR 225 (OMB Circular A-87, Cost Principles for State and Local Governments and Indian Tribes)
- OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations

Educational Institutions Title 7 CFR, Part 3019

- 2 CFR 215 (OMB Circular A-110, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Orgs)
- 2 CFR 220 (OMB Circular A-21, Cost Principles for Educational Institutions)
- OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations

Procurement

All sub-grantees must comply with state purchasing policies and procedures. Sub-grantee must obtain bids for all applicable services in the Approved Sub-grant Budget. Sub-grantee must make all bids and selection of vendors and sub-contractors available to NDF upon request for the effective period of the grant as well as the six year storage period.

3. Equipment Purchases

For the purposes of this sub-grant, equipment per the federal rule means tangible, nonexpendable, personal property having a useful life of more than one year and an acquisition cost of more than \$5,000 per unit. Equipment purchases may not be allowable in all programs and must be pre-approved by the NDF grant program administrator. Sub-grantees awarded equipment must follow all rules regarding use, management, and disposal as stated in the Code of Federal Regulations (7 CFR 3016.32 Equipment).

4. Payment Methods

All sub-grantees must establish a vendor number with the State of Nevada's Controller's Office before payment can be made. All Requests for Reimbursement or Advance Forms must be submitted with an original signature, preferably in colored ink other than black, and on the approved form sent by the NDF grant program administrator. All project expenditures (grant share and matching share) must be in accordance with items 1 through 3, as identified above, and within the approved sub-grant budget categories as they appear on page 2 of this document. Grantee may expect payment within thirty (30) days after sufficient documentation is submitted to NDF. Payment is in the form of:

a. Reimbursement Requests

Reimbursement requests must be accompanied by documentation showing proof of payment (copy of invoice and check paying the invoice, voucher, or other proof of payment). Please note on each document whether it applies to the sub-grant share or the matching share. Final reimbursement request must be submitted to NDF no later than 45 days after expiration of the sub-grant.

b. Advance Payments

Advance payments are not allowable in all programs and must be pre-approved by the awarding NDF grant program administrator. Advance payments are based on estimated costs and cannot exceed the maximum amount needed for a 30-day period. Sub-grantee must supply NDF with proof of purchase for any funds advanced within 30 days of receipt of advance, and any unexpended funds must be immediately refunded to the Nevada Division of Forestry. Sub-grantee will then have an additional 30 days to supply NDF with proof of payment to the vendor/sub-contractor, for a total of 60 days from the receipt of advance to reconcile.

Matching Share

Documentation of matching share must be included with each advance reconciliation or reimbursement request. All items applied to matching share must be eligible, as identified in the Approved Sub-grant Budget and the applicable items 1 through 3, as listed above. Requirements for documentation of matching share are the same as the grant share, listed above.

- a. Volunteer labor rates may be valued at the current rate on http://www.independentsector.org/programs/research/volunteer-time.html for skilled labor if there is no other justifiable rate to base pay on.
- b. Volunteer equipment hours may be valued at the fair market value for the sub-grantees local area or at the current NRCS rates available at http://efotg.nrcs.usda.gov/efotg locator.aspx?map=NV (click on your county, then on the + next to the sub-file labeled Section I, then on the + next to the cost data, and open the excel spreadsheet called LRF Practice Components Year).

6. Audits

Sub-grantees who expend over \$500,000 in federal funds in a year are required to comply with the Single Audit Act. Sub-grantees must send NDF a copy of any audit conducted in compliance with OMB Circular A-133 (http://www.whitehouse.gov/omb/circulars/a133/a133.html within 60 days of receipt of the audit report. NDF will respond to the audit within 90 days. If applicable, it is the sub-grantees responsibility to ensure that NDF is a recipient of a copy of the audit findings.

Records Retention

Sub-grantee must maintain records which adequately identify grant receipts and expenditures. Per NDF Policies and Procedures, RDA #95086, all records must be kept by sub-grantee for six years after the expiration of the sub-grant. The books, records, documents and accounting procedures and practices of the sub-grantee relevant to this award shall be subject to inspection, examination and audit by the Grant Awarding Agency, the State of Nevada, the Nevada Division of Forestry, the Attorney General of Nevada, the State Legislative Auditor or any other designated agent.

Revised 11/7/11

NEVADA DIVISION OF FORESTRY PROGRAM ASSURANCES

Subgrant project title:	Carson City Fuels Reduction Project	Subgrant number: _	USDA/SFA/14/01

This sub-grant is awarded under the terms of Public Law 95-313, Cooperative Forestry Assistance Act of 1978, as amended, Section 9, and accepted for the purpose described in the enclosed narratives. This sub-grant agreement shall become effective when the "Notice of Sub-grant Award" is approved by the Nevada Division of Forestry (NDF) and signed by the Nevada State Forester. NDF retains the right to terminate this sub-grant for cause at any time before completion of the program when it has determined the sub-grantee has failed to comply with the conditions of this agreement.

Sub-grantee certifies that grant funds for this project shall not be used to substitute for existing state, Tribal, or local government budgets.

1. Sub-grant associated changes requiring prior approval from NDF

The sub-grantee shall neither assign, transfer, nor delegate any rights, obligations or duties under this "Notice of Sub-grant Award" without the prior written consent from the Nevada Division of Forestry. Sub-grantee must notify NDF program administrator in ample time to give proper approval or complete any necessary paperwork well before the grant expires or the change is set to occur. If any of the conditions listed here within are being considered, notify the NDF grant administrator immediately:

- ☐ Change to scope of work ☐ Change to budget
- ☐ Change in key contact personnel ☐ Change in completion date of project (must be requested 30 days prior to current expiration)

2. Printed Material

All printed material shall contain an Equal Opportunity Statement in compliance with Title IV of the Civil Rights Act of 1964 (P.L. 88-352). All printed material shall also contain a declaration of Federal and Nevada Division of Forestry assistance. Printed materials include but are not limited to: brochures, booklets, television segments, billboards, signs, videos, professional reports, and maps. Sub-grantee must supply NDF with two copies of all printed materials developed with funding in this sub-grant upon completion, termination or cancellation of this sub-grant. (See Attachment A. Section F for additional information.)

3. Clearances and Permits

The sub-grantee is responsible for obtaining all necessary permits and clearances, and for completing all plans associated with this project. This includes but is not limited to archaeological reports and clearances, timber harvest permits, landowner permission, stream environment zone clearances, threatened and endangered species clearances. In applicable projects, it is also the sub-grantees responsibility to ensure property boundaries are clearly marked and all affected property owners have signed an agreement prior to the onset of work.

4. Project Maintenance

Sub-grantees agree to provide required maintenance as specified in the scope of work on page 1 of this document to sub-grant funded projects and equipment.

5. Cultural & Historic Properties

Per the Code of Federal Regulations- 36 CFR 800.13(b)(3) (http://www.achp.gov/regs-rev04.pdt): if buried or previously unidentified historic, prehistoric or Native American artifacts are discovered during project activities; the sub-grantee shall cease all work immediately and notify the Nevada Division of Forestry within 48 hours of discovery.

6. Reports Required

Required reports will be specified in the scope of work on page 1 of this document. All sub-grantees shall submit a final report within 45 days of expiration of this sub-grant outlining financial status and project accomplishments and milestones. Sub-grantees who have not submitted a final reimbursement request and final project report within the 45 day period or have not requested an extension to the expiration date at least 30 days prior to the original expiration may forfeit their sub-grant award and the ability to seek reimbursement from the Nevada Division of Forestry.

7. Indemnification

To the fullest extent permitted by the law, the sub-grantee shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorney's fees and costs, arising out of any alleged negligent or willful acts or omissions of Sub-grantee, its officers employees and agents.

8. Trafficking in Persons

- a. Provisions applicable to a Recipient that is a private entity.
 - 1. You as the Recipient, your employees, contractors under this award, and contractors' employees may not
 - i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - ii. Procure a commercial sex act during the period of time that the award is in effect; or
 - iii. Use forced labor in the performance of the award or contracts under the award.
 - 2. We as the State awarding agency may unilaterally terminate this award, without penalty, if you or a contractor that is a private entity
 - i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or
 - ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.l of this award term through conduct that is either—
 - A. Associated with performance under this award; or
 - B. Imputed to you or the contractor using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (Non-procurement)," as implemented by our agency at 7 CFR 3017.
- b. Provision applicable to a Recipient other than a private entity. We as the State awarding agency may unilaterally terminate this award, without penalty, if a contractor that is a private entity—
 - 1. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
 - 2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either
 - i. Associated with performance under this award; or
 - ii. Imputed to the contractor using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Non-procurement)," as implemented by our agency at 7 CFR 3017.
- c. Provisions applicable to any recipient.
 - 1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.
 - 2. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:
 - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
 - ii. Is in addition to all other remedies for noncompliance that are available to us under this award.
 - 3. You must include the requirements of paragraph a.l of this award term in any contract you make to a private entity.
- d. Definitions. For purposes of this award term:
 - 1. "Employee" means either:
 - i. An individual employed by you or a contractor who is engaged in the performance of the project or program under this award; or
 - ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
 - "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
 - 3. "Private entity":
 - Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.
 - ii. Includes:
 - A. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).
 - B. A for-profit organization.
 - 4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

U.S. DEPARTMENT OF AGRICULTURE

Certification Regarding Debarment, Suspension, Ineligibility And Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, <u>Federal Register</u> (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

Instructions for Certification

- 1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
- 2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
- 3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- 4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
- 5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transaction," without modification, in all lower tier covered transaction and in all solicitations for lower tier covered transactions.
- 7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
- 8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

- The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Carson City Fire Department	Carson City Fuels Reduction Project USDA/SFA/14/01
Organization Name	Sub-grant Project Title or Number
Robert Crowell, Mayor Name(s) and Title(s) of Sub-grantee Authorize	zing Official(s)
Signature(s)	Date

Form AD-1048 (1/92)

Certification of Subgrantee Authorizing Official(s)

Sub	grant project title: Carson City Fuels Reduction Project	Subgrant number:	USDA/SFA/14/01
(1)	AUTHORIZED SIGNATURE:		
	(a) Robert Crowell, Mayor		
	Typed Name of Subgrant Authorizing Official		
	(b) Signature of Subgrant Authorizing Official		
(2)	OTHER PERSONNEL AUTHORIZED WITH SIGNA (Completion of this section is optional. This section is section (1) of this page is authorized to make changes functions as mentioned below.)	to be used if someone	other than that in
	I, Robert Crowell (name from line 1) certify that in a representatives of the above named organization, and are Reimbursement or Advance Form, to submit the progress to the scope of work or approved budget.	authorized to sign the F	lequest For
	(a)	Stacey Giomi	Fire Chief
	(a)(Signature of Organization Representative)		d Name& Title)
	(b)(Signature of Organization Representative)		
	(Signature of Organization Representative)	(Typed/Printe	d Name& Title)
	(c)(Signature of Organization Representative)	(Tymod/Drints	d Name& Title)
	(Signature of Organization Representative)	(Typed/Pfinte	u mamea mej

State Fire Assistance Grant Application

FOR OFFICIA	L USE ONLY
State Submitting Project:	
State Priority Number:	
Dollar Amount Requested:	\$46,000.00
Matching Share:	\$23,000.00

^{*}For guidance on filling in each box in this application, refer to the Criteria and Instructions

	Applicant Information		
	Applicant:	City of Carson City	
	Contact Person:	R. Stacey Giomi, Fire Chief on behalf of Mayor Robert Crowell	
1	Address: 777 S Stewart St		
	City/Zip Code:	Carson City, NV 89701	
	Phone (Work/Cell):	775-283-7150	
	Email:	sgiomi@carson.org	
	Fax:	775-887-2209	
	Federal Tax ID\DUNS #:	88-6000189	

		Project Information		
	Name of Project:	Carson City Furels Reduction Project		
2	Community Name:	City of Carson City		
ł [Consolidated Municipality of Carson City		
	Congressional District:	2		
	Latitude: 39.14	Longitude: 119.74		

		Total Pi	oject Expens	e	
	Budget Detail (Provide additional	Grant Share (\$ Amount	Mat	ch	TOTAL
2	information in Block 4)	Requested)	Dollars	In-Kind	
3	Personnel / Labor:	\$28,000.00	\$20,000.00		\$48,000.00
	Fringe Benefits:				\$0.00
	Travel:				\$0.00
	Equipment:				\$0.00
	Supplies:	\$8,000.00	\$3,000.00		\$11,000.00
	Contractual:	\$10,000.00			\$10,000.00
	Construction:				\$0.00
	Other:				\$0.00
	Indirect Costs:				\$0.00
	TOTAL:	\$46,000.00	\$23,000.00	\$0.00	\$69,000.00

Budget Narrative

The grant monies requested will dedicate \$28,000 toward personnel costs to employ retired firefighters to deliver and pick up the fuels collection trailers, as well as a Fuels Management Officer who will be conducting wildfire threat reduction evaluations, defensible space prescriptions, coordinating fuels mastication efforts, and attending community education activities. We are also requesting funds in the amount of \$4,100 to purchase a new dumpster to help with increased demand and workload. Operational costs in the amount of \$3100 will be dedicated to fuel costs for the truck delivering the trailers, and \$800 for signage advertising the program to be painted on the new dumpster, minor equipment costs, and the purchase of print material for disbursement during residential evaluations and public events. Additionally, we are requesting \$10,000 to employ defensible space contractors to perform mastication work.

The Project

The affected/targeted areas have a considerable fire history of down-slope wind-driven fires through a heavy mixture of sage, bitter brush, pinyon-juniper, and timber with a cheat grass under story that abut and intersperse with residential parcels. The most recent CWPP assessment gave several neighborhoods within our community high to extreme risk/hazard ratings with the potential for severe fire behavior due to topography and fuel loading. While fuel load ratings are varied, some areas rated from 3.5 to 10 tons per acre. These factors, coupled with the high incidence of lightning strikes that occur in the foothills surrounding the municipality, create a significant wildland fire threat to the infrastructure, property, and safety of citizens and firefighters of Carson City.

Relation to Forest Action Plan/CWPP

In 2009 Carson City updated their CWPP, which analyzed thirteen separate neighborhoods within Carson City's wildland urban interface and provided recommendations to reduce wildfire hazards specific to each. In every analyses, these recommendations were consistent; conduct annual defensible space and hazardous fuels evaluations on private and public lands, distribute copies of "Living With Fire," encourage homeowners to follow the UNR Cooperative Extension's recommendations for fire safe landscaping, and continue the defensible space dumpster program to provide homeowners with an easily accessible biomass removal option. The first three recommendations are met in our program through the job duties of our Fuels Management Officer, who also develops community-specific defensible space prescriptions and coordinates mastication and reseeding efforts that are based on objective guidelines identified in our community's CWPP. The last recommendation addresses our dumpster program directly. With an 80% return rate, this program has helped to meet the Cohesive Wildfire Strategy's goal of creating fire adapted communities that are actively participating in defensible space efforts that protect their own and others property in the event of a wildland fire.

Proposed Activities

Funds from this grant will be used to employ a Fuels Management Officer who will be conducting wildfire threat reduction evaluations on residential properties, with additional funds used to purchase print material such as "Choosing the Right Plants For Northern Nevada's High Fire Hazard Areas" to distribute along with the "Living With Fire" publication. He will also be directly involved in developing community-specific defensible space prescriptions and coordinating mastication work by private contractors on proposed projects based on objectives and guidelines identified in our community's CWPP. Matching funds in this regard will be provided from salaries expended on fuels mitigation work conducted by Carson City's seasonal wildland firefighters.

Funds from this grant will also be utilized for the salary of the trailer drivers, fuel for their truck, and small equipment needs. Carson City will be providing matching funds for the administration of the program, salary for the drivers and fuel for the delivery of the dumpsters, maintenance and repair of all the receptacles and vehicles, as well as loss of revenue for the Carson City Landfill in the collection of fuels. This allows us to provide the receptacles at no cost to the property owners.

By incorporating face-to-face inspections and free receptacles to accomplish the task, our project provides property owners the education and incentive to take proactive steps towards reducing hazardous fuels on their properties. Past years' data has shown these functions to be so effective that we are requesting additional funds to purchase a new dumpster to meet increased demand. In calendar year 2012 use of our receptacles jumped 33%, with requests for use booked out one to two months in advance from June to October and a collected waste 39% higher than the previous year's collection. In the year 2013 to date we have seen a 25% increase compared to the same period in 2012, with requests again booked out from six weeks to two months in advance. This does not account for the numbers of property owners we could not accommodate in a timely manner. It is our goal each year to maintain a return rate of no less than 80%, an indication that previous property owners are maintaining their defensible space, as well as an increase of no less than 5% in use for new property owners.

Landscape

The wildland interface areas around and within Carson City include lands owned and/or administered by several public agencies to include the U.S. Forest Service, Bureau of Land Management, Bureau of Indian Affairs, City of Carson City, University of Nevada Board of Regents, and Washoe Tribe of Nevada. The mix and distribution of land ownership in Carson City is a checkerboard where privately owned land can sit between land owned by the State on one side and a federal agency on the other. Since Carson City's Fuels Reduction project has a direct impact upon private and City-owned lands, it serves to have a positive impact on neighboring State and federally owned property immediately adjacent to them. In addition, Carson City has six recognized Fire Safe Chapters. These chapters continue to work on community projects within their respective boundaries, utilizing our Fuels containers and personnel for greater efficiency.

Additionally, BLM and the USFS have projects scheduled or have completed projects within several locations around Carson City. The USFS has a long-standing project in Clear Creek that has been scheduled for several years. These two federal agencies have completed (or are scheduled to complete) work in areas that are immediately adjacent to private property that this project will cover, to include Eagle Creek, Timberline to Long Ranch, Kings Canyon, C-Hill, and Voltaire Canyon.

Project Collaboration

The Municipality of Carson City's contribution to this project will be provided primarily in the form of labor, with operational costs and loss of revenue playing a lesser role. The administration of this program is conducted within the Fire Prevention Division of the Carson City Fire Department. This includes taking requests for and scheduling the delivery of the trailers and dumpsters, work schedules and payroll for the trailer drivers, and data entry and recording keeping. The Public Works Department plays a major role as well. The Streets Division provides labor in the use of their drivers to deliver the dumpsters, as well as operational costs in the form of fuel for their trucks. Additionally, their Vehicle Maintenance Division provides labor and parts for maintenance and repair of the delivery trucks, trailers and dumpsters. And lastly, in the Operations Division of the Fire Department, seasonal firefighters are

employed as hand crews to create fuels breaks and thin shrub as prescribed by our Fuels Management

Project Timeline

officer.

The Fuels Reduction Project is an ongoing program, operating on a 12-month schedule. We monitor community response and fuel load collections on a monthly basis, using comparison data from previous years to track our progress. While fuel loads tell us the impact we are having per parcel, our primary goal is to increase per parcel demand each year. This indicator signifies that ongoing maintenance of defensible space is occurring, as well as additional growth in reaching new WUI residents.

Project Sustainability

Our community's CWPP, updated in 2009, provides us a blueprint for the specific requirements and long-term goals needed to address wildland fire threat reduction for each neighborhood residing in the WUI. It emphasized the need to continue this program "..to encourage willing property owners to reduce fire risk on private property." Our primary goal is to affect and educate every property owner in the WUI. By giving property owners the tools to actively participate in creating defensible space on their properties, the impetus to maintain that space has continued. This is especially important, since Carson City has incurred increased risk and protection responsibilities due to land acquisitions of approximately 6,000 acres from USFS and BLM. On a community-wide level, we implemented stringent WUI and Weed Abatement ordinances to provide a guideline as well as enforcement capability for defensible space and hazard reduction practices. Administration and monitoring for this project is performed by Loralei Barr, Fire Prevention Division, Carson City Fire Department, with fuels collection and total trips recorded weekly, and assessment of maintenance and growth in targeted areas performed quarterly.

ALL INFORMATION MUST FIT INTO THE BOXES PROVIDED. ATTACHMENTS AND/OR MODIFICATIONS WILL NOT BE CONSIDERED BY THE COMMITTEE.



