

EXECUTIVE OFFICE OF PUBLIC  
SAFETY AND SECURITY

DEPARTMENT OF FIRE SERVICES

**NOTICE OF FUNDING OPPORTUNITY**  
**Amendment #2**

*(changes highlighted)*

**FY25 FIREFIGHTER SAFETY EQUIPMENT  
GRANT PROGRAM**



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# FY 2025 FIREFIGHTER SAFETY EQUIPMENT GRANT PROGRAM

## I. OVERVIEW

The Executive Office of Public Safety and Security (EOPSS) and the Department of Fire Services (DFS) are pleased to announce the availability of grant funding in State Fiscal Year 2025 for fire departments in every city, town, fire district, and eligible state authority fire departments of the Commonwealth for the purchase of firefighter safety equipment. The anticipated amount of funding available is \$5 million.

Funds for this program will be awarded on a competitive basis. Details on the scoring rubric and award decision process can be found in Section III.

All applicants must attend a mandatory application period webinar. Please see Section XI for more information.

A detailed list of eligible program expenses can be found in Section XV. Funds cannot be utilized for maintenance, lease, personnel costs, or consumable supplies. Vehicles are not allowable.

This grant is a reimbursement-based program. Grant recipients will purchase, receive, and pay for all equipment, then submit documentation to DFS in the form of a reimbursement request in order to receive funding.

## II. ELIGIBILITY

Fire departments of every city, town, fire district, and authority of the Commonwealth are eligible to apply for funds. Each fire department may apply for an amount of funding up to the maximum amounts shown below based on the size of the population that they serve:

Population Served	Maximum Award Amount
0-2,499	\$10,500.00
2,500-4,999	\$12,500.00
5,000-9,999	\$15,500.00
10,000-29,999	\$19,000.00
30,000-49,999	\$25,000.00
50,000-99,999	\$35,000.00
100,000+	\$50,000.00

Maximum award amounts are based upon 2020 Census data.

Departments may combine eligible award amounts and submit regional applications either on their own or through regional planning agencies. On all regional applications, the Primary Applicant will serve as the grant administrator, responsible for signing the contract, submitting reimbursement requests, and ensuring compliance with all grant terms and conditions.

Each eligible fire department may submit or be named on one (1) single-department or regional application. Submitting or being named on more than one application may result in disqualification of all applications.

### III. APPLICATION SCORING AND AWARD DECISION PROCESS

The goal of the program is to provide fire departments with the necessary personal protective and safety equipment to comply with National Fire Protection Association (NFPA) and Occupational Safety and Health Administration (OSHA) standards. To achieve this goal, each application line item will be scored according to the chart below.

Applicants shall indicate on the Budget Detail section of their application which of the Justification categories below their request fits most closely with, and provide information supporting the selection in the Budget Narrative Section. DFS will review all applications to verify that applicants provided appropriate information in their narrative to support the justification selected. The Budget Narrative itself is not scored, but applications that do not contain adequate supporting information in the Budget Narrative to enable DFS to evaluate the accuracy of the justification selection will be scored as “No justification or insufficient justification provided.” For example, if an applicant requests 15 new portable radios and selects “Replacing equipment that is unusable or unrepairable to meet a current NFPA or OSHA standard” but the narrative does not describe specifically how the existing radios are unusable/unrepairable, the application score will be reduced.

The full Allowable Equipment List with designated Equipment Priority Levels can be found in Section XV.

Scoring Table			
Purchase Justification	Equipment Priority Level		
	High	Medium	Low
Replacing equipment that is unusable or unrepairable to meet a current NFPA or OSHA standard*	10	8	6
Obtaining new NFPA or OSHA compliant equipment that the department does not currently have to meet minimum operational and deployment standards	10	8	6
Increasing NFPA or OSHA compliant supplies for new hires and/or personnel without equipment (equipment to be assigned to individuals)	9	7	5
Replacing useable but non-compliant equipment to meet a current NFPA or OSHA standard	8	6	4
Purchasing a second set of NFPA or OSHA compliant equipment/gear for personnel who currently have one compliant set	7	5	3
Obtaining NFPA or OSHA compliant equipment for new mission (tech rescue team, dive team, hazmat team, etc.)	6	4	2
Outfitting new apparatus with NFPA or OSHA compliant equipment or increasing the quantity of NFPA or OSHA compliant equipment the department currently owns.	6	4	2
Replacing currently NFPA or OSHA compliant equipment to upgrade technology/capabilities	5	3	1
No justification or insufficient justification provided	4	2	0

Each application will receive a final score which weighs the individual score of each line item proportionally relative to the total value of the application. For example:

- A department that requests \$5,000 of equipment scoring “10” and \$5,000 of equipment scoring “6” will receive a final score of “8.0.”
- A department that requests \$9,000 of equipment scoring “10” and \$1,000 of equipment scoring “6” will receive a final score of “9.6.”
- A department that requests \$6,000 of equipment scoring “8” and \$4,000 of equipment scoring “6” will receive a final score of “7.2.”

DFS will make award decisions that prioritize the available funding for applications scoring 9.0 or higher. Applications scoring less than 9.0 may be awarded at amounts that are significantly less than the amount requested.

All awards are contingent upon the availability of funding. All funding is subject to appropriation.

\*Turnout gear that will reach the end of its 10-year service life on or before June 30, 2025 will be considered unusable/unrepairable for the purposes of this scoring rubric.

#### **IV. SPECIAL CONDITIONS**

By submitting an application for this program, the applicant agrees to comply with the following:

1. The receipt of grant funds is contingent upon the grantee being able to certify that it will comply with the Massachusetts General Laws, including G.L. c. 40A, § 3A, the MBTA Communities Act. Compliance with the MBTA Communities Act is determined by the Executive Office of Housing and Livable Communities.
2. The department must be in compliance with the Massachusetts Fire Incident Reporting System (MFIRS) for calendar year 2023 by November 15, 2024. Departments that are not compliant with MFIRS as of November 15, 2024 will not be awarded funding.
3. Purchases made with Firefighter Safety Equipment Grant Program funds become the property of the city, town, authority, fire district, or state authority fire department they are purchased by.
4. All equipment purchased with Firefighter Safety Equipment Grant Program funds that has a unit value of \$1,000 or greater must be entered into an inventory.
5. Equipment must be purchased and installed in accordance with applicable codes of the Commonwealth of Massachusetts including fire, building, electrical, and health code requirements.
6. Grantees must submit a Final Grant Report to DFS detailing the equipment that was purchased, how it was deployed within the fire department, and the benefit(s) realized through the funding before a reimbursement payment will be processed. The final deadline for submission of these reports is July 25, 2025. The required reporting form is available [here](#). Grantees may submit this report multiple times if multiple reimbursement payments are sought.
7. Every city, town, fire district, or state authority fire department must adhere to the provisions set forth in M.G.L. Chapter 30B (municipalities) or the Uniform Procurement Act, 815 CMR 2.00, which incorporates the procurement requirements of 801 CMR 21.00 (state authorities), as well as the procurement policies and procedures of the local unit of government.

#### **V. LIMITATIONS ON THE USE OF PROGRAM FUNDS**

1. No personnel, construction, or maintenance costs can be paid with funds from this program. Equipment installation, setup, and shipping costs are allowable.
2. Lease programs are not permitted under this grant. All expenses must be physical assets that the grant recipient is taking ownership of. Recurring service or subscription fees are not allowable.
3. Purchases of vehicles are not allowable.
4. Consumable supplies are not allowable. Medical supplies such as tourniquets, gauze, bandages, chest seals, and airway devices are considered consumable and are not eligible for purchase through this program.

#### **VI. FORMS TO BE COMPLETED UPON GRANT AWARD:**

The grant award period will not begin until both the recipient AND DFS execute a formal grant agreement contract. Upon notification of a grant award, all grantees will be required to complete and sign the Commonwealth Standard Contract Form, Contractor Authorized Signature Listing Form (if not already on file at DFS), and a Grant Agreement Scope of Work and Budget. These documents will be provided to departments upon award and do not need to be submitted with the grant application.

## VII. GRANT PERFORMANCE PERIOD

The grant performance period for this program will begin upon execution of a contract between DFS and the grant recipient, and terminate on June 30, 2025. Each grant recipient will receive a Notice to Proceed, which will include notification of the grant performance period and a copy of the fully executed grant agreement contract.

**Approved expenditures may not be made until a contract has been executed between DFS and the grant recipient.** Expenses incurred prior to execution of a contract **will not** be eligible for reimbursement through this program.

Grant recipients must accept delivery of equipment no later than June 30, 2025. Equipment delivered to the recipient after that date **will not** be eligible for reimbursement through this program.

## VIII. GRANT PERFORMANCE PERIOD EXTENSIONS

Performance period extensions will not be authorized in FY25. Applicants are responsible to conduct market research and verify that the equipment requested on their application can be delivered before June 30, 2025. DFS will not provide reimbursement for any equipment delivered after June 30, 2025.

## IX. DISBURSEMENT OF GRANT FUNDS

The Department of Fire Services agrees to disburse funds on a cost reimbursement basis only after goods have been received and the vendors have been paid. All costs requested for reimbursement must be listed on the DFS Firefighter Safety Equipment Grant Final Report/Financial Summary form. Appropriate supporting documentation must also be attached, including:

1. Copy of invoice
2. Proof of payment – cancelled check or similar other proof of payment documentation such as a copy of the City/Town warrant or invoice that is marked paid and signed as paid by the City/Town fiscal officer or signed as paid by the City/Town fiscal officer.

Reimbursement requests may be submitted as soon as the goods have been received and paid for, but no later than July 25, 2025.

The Department of Fire Services cannot disburse grant funds for any expenses incurred outside the contract period. Documentation of all expenses is required and subject to audit.

## X. PROJECTED TIMELINE

Milestone	Date
Application Period Open	September 19, 2024
Question Submission Deadline	October 10, 2024
Application Submission Deadline	October 17, 2024 at 5:00 p.m.
Award Announcements	Week of November 18, 2024 (estimated)
End of Grant Performance Period	June 30, 2025
Final Reports/Reimbursement Requests Due	July 25, 2025

## XI. MANDATORY APPLICATION PERIOD TRAINING

A **MANDATORY** webinar will be held on Microsoft Teams at the schedule below during the application period. This program will cover all relevant grant requirements from application to closeout, including how to apply, signing the contract documents, purchasing equipment in compliance with grant terms and conditions, and submitting reimbursement requests/final reports.

Either the Fire Chief or designated Grant Manager for each applicant must attend this program in its entirety. This shall entail attendance throughout the entire session and completion of the quiz question at the end. Departments that do not complete the program will not be eligible to receive an award.

Completion of a prior year's webinar does not fulfill the requirement for eligibility in FY25. For regional applications, only the primary applicant is required to complete this training. Participation must be via a computer or tablet with sound. No call-in option will be provided.

### Webinar Schedule:

Date	Time	How to Access
September 20, 2024	2:00 p.m. – 3:00 p.m.	<a href="#">Click Here</a>  Enter meeting ID and/or passcode as prompted:  Meeting ID: 236 938 500 063 Passcode: cD4boL
September 23, 2024	10:00 a.m. – 11:00 a.m.	
October 1, 2024	10:00 a.m. – 11:00 a.m.	
October 3, 2024	10:00 a.m. – 11:00 a.m.	
October 8, 2024	9:00 a.m. – 10:00 a.m.	
October 10, 2024	1:00 p.m. – 2:00 p.m.	
October 15, 2024	10:00 a.m. – 11:00 a.m.	

## XII. HOW TO APPLY

The completed application consists of an Excel file with four (4) separate tabs:

- Cover Sheet
- Application Narrative
- Supporting Regional Applicants\*
- Budget Worksheet

\*Only required for regional applications.

The application document is available [HERE](#).

### Completing the Application

1. This document is intended to be filled out in the order the tabs are arranged in from left to right. Navigate from one tab to the next by clicking on the appropriate title in the bottom ribbon, as shown below:

<b>Cover Sheet</b>	Application Narrative	Supporting Regional Applicants	Budget Detail Sheet
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2. Only those cells that require data input from the applicant are unlocked and able to be edited. Excel will auto-fill certain cells as the document is completed, and complete all mathematic calculations on the “Budget Detail Sheet.”

#### Cover Sheet

1. Fill out all underlined fields in this form.
  - a. If the Fire Chief will be serving as the Grant Manager, the Grant Manager Section may be left blank. DFS will include the Fire Chief and any Grant Manager named on the application on all notification and

reminder emails for this grant. Any Grant Manager named on the application will also have authority to sign and submit reimbursement requests for this grant.

#### Application Narrative

1. Follow the directions in each of the two narrative fields to explain what funding is being requested for, why it is needed, and how it will benefit the department. Use ALT+ENTER to create spaces between paragraphs. Be sure to connect the explanation in the narrative to one of the Purchase Justification options from the scoring table for each item requested.

#### Supporting Regional Applicants

1. If submitting a regional application, fill out all applicable fields for the departments that will be part of the application. If submitting a single department application, leave this page blank.

#### Budget Detail Sheet

1. Your maximum eligible award amount will be shown at the top of this page, along with your department name and application type. Working through each budget category, select the equipment type, justification for purchase, quantity, and unit price of the items funding is being requested for.
2. As rows are filled out, the “Application Amount” and “Amount Remaining” numbers will total up the request and provide a current total. You may not apply for more than your maximum eligible award amount.

### **Interoperable Communications Investment Proposal (ICIP)**

1. If you are requesting any equipment from the Communications category, review the ICIP form (available [here](#)) to determine if the equipment you are requesting falls within any of the listed exemptions on page 2.
2. If it does not, this form must be filled out and submitted to DFS with your application. If the equipment you are requesting is exempt, no further action is needed.
3. Departments that submit an application for communications equipment that requires the ICIP form but do not submit the ICIP form or required quote with their application must submit the missing documentation to DFS before the later of the two following dates:
  - a. The application submission deadline.
  - b. Ten (10) business days after notification from DFS that the ICIP and quote are required.

Applicants that do not fulfill this requirement within the stated timeline will have all applicable communications items removed from their application. These applications will be evaluated and awarded based on the merits of any non-communications items listed on their application.

### **Submitting the Application**

1. The completed Excel file must be emailed to [OPS.DFS-TM-Grants@mass.gov](mailto:OPS.DFS-TM-Grants@mass.gov) no later than **5:00 p.m. on October 17, 2024**, as an Excel file. If you are unable to sign the Excel file electronically, please submit the Excel file unsigned and a separate signed copy as a PDF (scanned).

Handwritten forms will not be accepted. Hard copies should not be mailed to DFS.

### **Application Process Questions**

All questions on the application process must be submitted to DFS by phone at 978-567-3721 or email at [OPS.DFS-TM-Grants@mass.gov](mailto:OPS.DFS-TM-Grants@mass.gov) by October 10, 2024. Questions submitted after this date may not be answered before the submission deadline.

## **XIII. GRANT MONITORING**

The Department of Fire Services may conduct grant monitoring through either a desk-based review or on-site monitoring visits, or both, to obtain additional information or verify information related to grant spending, grant-funded activity, or grant award outcomes. Advance notice will be given prior to a site visit. Findings of non-compliance with any portion of the terms of the FY25 Firefighter Safety Equipment Application, the executed

Standard Contract Form, or the DFS Grant Agreement Scope of Work and Budget may result in a demand for funds to be returned to DFS.

#### **XIV. CONTACT**

For technical assistance or questions on this application, please contact Tim Moore at 978-567-3721 or by e-mail at [OPS.DFS-TM-Grants@mass.gov](mailto:OPS.DFS-TM-Grants@mass.gov).



## XV. ALLOWABLE EQUIPMENT LIST

The items below shall be considered allowable expenses within this grant, and will be scored according to the High, Medium, and Low Priority designations as shown:

Active Shooter Response		Chem./Bio./Rad. Decontamination Equip.		Chem./Bio./Rad. Detection Equip.		Chem./Bio./Rad. Mitigation Equipment	
Ballistic Vest	H	Mobile/Portable Decontamination System	M	Biological Aerosol Collection Unit	L	Air Powered Corrosives Pump	M
Ballistic Helmet	H	Multi-nozzle mass decontamination appliance	M	Carbon Monoxide Detector	H	Air Tools	M
Breaching Tools	H	Repair/Replacement Parts for State Issued Mass Decon Unit	M	Chemical Detection Papers/Strips	L	Biological Sample Container	L
Medical Equipment (non-consumable)	H			Colorimetric Chemical Analysis Set	L	Chlorine Leak Kit (A,B,C)	M
Litter	H			Combustible Gas Detector/4-Gas Meter	H	Compressed Air Leak Sealing Bags/Devices	M
				Electronic Pager Dosimeter	L	Mercury Spill Kit	M
				Gas Chromatograph/Mass Spectrometer	L	Non-Sparking Hand Tools	M
				HCN Detector	H	Plugging and Patching Kit	M
				Infrared Spectrometer	L		
				Ion Mobility Spectrometer	L		
				M256-A1 Chemical Detection	L		
				Mercury Vapor Analyzer	L		
				Multi-Surface Acoustic Wave Detector	L		
				Photo-Ionization Detector	L		
				Portable Radiological Survey Instrument	L		

Chem./Bio./Rad. Protection Equipment		Communications Equipment		Department Equipment			
Air Purifying Respirator	H	Communications Support Equipment	H	Accountability Board/Mobile Command Console	H	Li-Ion Battery Storage Drum	M
Chemical Protective Boots	M	Crisis Management Software	M	Air Compressor/Fill station/Cascade System (Fixed or Mobile) for filling SCBA	H	Li-Ion Fire Blanket	M
Chemical Protective Clothing - Level "A"	M	Fixed Site Communication Equipment	H	Diesel Exhaust Removal Systems	H	Li-Ion Fire Extinguishing Agent	M
Chemical Protective Clothing - Splash Resistant	M	In Suit Communications Systems	H	Directional Hose Exit Device System	H	Patient Lifting Device	H
Chemical Protective Gloves	M	Individual/Portable Radios	H	Electric Vehicle Emergency Plug	H	Personnel Accountability System	H
Chemical Resistant Tape	M	Mobile Radios and Repeaters for Fire Department Vehicles	H	Electric Vehicle Nozzle	M	Portable Fire Pump	M
Cooling Vest	M	Pager Notification Systems	M	Gear Drying Rack/Cabinet	H	PPV Fan	H
Powered Air Purifying Respirator	M	Portable Meteorological Station	L	Hand Tools (halligans, axes, bars, etc.)	H	Roadway/Highway Safety Equipment	H
		Portable Radio Support Equipment	H	Handheld GPS	L	Ropes (Rescue & Individual Safety and Hardware)	H
		Portable Repeater	H	Hose Tester	M	Tumble Dryer Unit	H
		Satellite Phones	L	Hose/Nozzle Management System	H	Washer/Extractor Unit	H
		Tablets/Computer Systems	M	Hoses, Nozzles, and Valves	H		
		Vocal Alarm Systems	M				

Health and Wellness Equipment		Personal Protective Clothing		Personal Protective Equipment			
Exercise Equipment	M	Boots (Wildland)	H	Gloves (Structural)	H	Fit Testing Machine	H
Wellness Program Equipment to assist in instruction of personnel on wellness matters	M	Boots, Leather (Structural)	H	Gloves (Wildland)	H	Personal Safety Light	M
Wellness Program Equipment to support in service monitoring of firefighting personnel	M	Boots, Rubber (Structural)	H	Goggles	H	Individual SCBA Facepiece	H
		Coat (EMS/Extrication)	H	Helmet (Structural)	H	Personal Alarm Safety System (PASS) Device	H
		Coat (Structural)	H	Helmet (Wildland)	H	Personal Alarm Safety System (PASS) with Physiological Monitoring System	H
		Coat (Wildland)	H	Hood (Nomex or PBI)	H	Personal Harness	H
		Complete set of Gear (Structural)	H	Pants & Suspenders (EMS/Extrication)	H	SCBA Bottle	H
		Complete set of Gear (Wildland)	H	Pants & Suspenders (Structural)	H	SCBA Eye Glass Holder	H
		Eye Shield	H	Pants & Suspenders (Wildland)	H	SCBA Voice Amplifier	M
		Gloves (Extrication)	H			Self-Contained Breathing Apparatus (SCBA)	H

Rehab Systems		Rescue/R.I.T.			Thermal Imaging Cameras		
Cooler	M	Cold Water Immersion Suit/Dry Suit	H	Reach Pole System	H	Drone-Mounted Thermal Imager	L
Heater	M	Cribbing & Wedges	H	Reciprocating Saw	H	Handheld Thermal Imager	H
Tent	M	Extrication Tools including Spreaders, Cutters, Rams, Accessories	H	Rescue Saw/Chain Saw	H	Replacement Batteries	M
		Gas or Battery Powered Scene Lighting	H	RIT SCBA System	H	SCBA/Facepiece-Mounted Thermal Imager	M
		Ice Rescue Board/Rapid Deployment Craft	H	RIT System (Ropes etc.)	H	Video Monitoring Equipment	H
		Impact Hammer Drill	H	Scuba Equipment Tanks, Regulators, Fins and Hoods	M		
		Life Jacket (PFD)	H	Scuba Support Equipment	M		
		Lifting Air Bag	H	Throwable Rescue Device	H		
		Portable Generator	M	Vehicle Stabilization Struts	H		

Training	
Laptop Computer	M
LCD Projector	M
Training Software Package	H