

# Wisconsin Smoke Alarm Fire Education



## Board of Directors

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Stoughton Fire Department  
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## Contributing Partners

National Fire Sprinkler Association

Wisconsin Department of Safety and Professional Services

Wisconsin Department of Public Instruction

Safe Kids Wisconsin

The American Red Cross

Kidde

Contact Name: \_\_\_\_\_  
Department: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

## Delivery and/or Coordinator Information

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Free smoke alarms for your community.**  
**RE: Fire Department Participation Form**  
**Deadline Extended to 9/16/16 at 5pm**

Monday, September 6th, 2016

Dear Wisconsin Fire Departments,

The Wisconsin Smoke Alarm Fire Education (WisSAFE) Coalition, in partnership with the American Red Cross (ARC) is offering the 2016 second round of 5,000 free smoke alarms to Wisconsin Fire Departments that commit to the following program requirements:

- The Fire Department shall conduct a comprehensive home fire safety campaign with smoke alarm installations targeting at-risk populations in their community. *(Poverty, households with people over the age of 65, under the age of 18, disabled, or areas with high historical incidence of fires, deaths, or injuries.)*
- The Fire Department shall install \_\_\_\_\_ requested / provided smoke alarms within the six-month performance period ending on **April 1st, 2017**. *(Alarms come in boxes of 30, please keep this in mind when making your request.)*
- The Fire Department shall keep records including mandatory data elements on the provided paper forms. *(The smoke alarm installation reporting process is streamlined as much as possible to make it easy for fire departments to participate.)*
- The Fire Department by signing this letter certifies that at least one member per installation team has completed a background check process that meets or exceeds the American Red Cross minimum requirements consisting of: Verification of each member's social security number AND a clear record (no convictions) in the National Criminal File for the past seven years. *(Resources to assist in meeting this requirement are available at [www.WisSAFE.com](http://www.WisSAFE.com).)*
- The Fire Department shall fulfill all program service delivery requirements. *(Install smoke alarms per manufactures recommendations, complete the SERVICE ACKNOWLEDGMENT forms and return to the address below within 7 days of installation, replace batteries as resources allow, providing fire education materials and assisting residents in completing the fire escape plan materials.)*
- The Fire Department shall install no more than three smoke alarms provided by the American Red Cross per household. *(Smoke alarms from other sources maybe installed as resources allow)(The Fire Department is accountable for all smoke alarms.)*
- The Fire Chief or designee shall sign and return a copy of this letter to the address or email below prior to receiving smoke alarms *(If forms from previous round are not yet returned please provide a progress report to a WisSAFE/ARC Rep.).*

Thank you for your time, we look forward to working with you to keep your community safe. Please print clearly, **sign and return this form by Friday September 16<sup>th</sup>, 2016**. You will be notified via the email above by Monday September 19<sup>th</sup>, 2016 if selected to participate and to coordinate delivery/pick-up. Our goal is to have all smoke alarms delivered by October 1<sup>st</sup>, 2016 in time for Fire Prevention Month. If you have any questions please contact a WisSAFE representative.

Sincerely,

WisSAFE, Chair

WisSAFE, Program Manager

Signature  
\_\_\_\_\_  
Authorized Representative / Date