

Budget

	Budget Line Items	Requested Funds
1	Training Development	\$
2	Training Delivery	\$
3	Outreach and Student Recruitment	\$
4	Transportation of Students	\$
5	Supplies and Materials	\$
6	Travel for Instructors	\$
7	Other	\$
	Total	\$

Budget Detail

Provide a detailed breakdown of project costs and describe the expenses in each Budget Line Item.

1. Training Development

2. Training Delivery

3. Outreach and Student Recruitment

4. Transportation of Students (while participating in the program)

5. Supplies and Materials (for classroom work and practice activities)

6. Travel for Instructors

7. External Funding Sources – List all other pending and approved grant applications used to fund this project and how those funds are approved to be used.

8. Other

9. Miscellaneous Budget Comments (*Offer detail to help evaluators better understand proposed budget.*)

10. Grant Administration *Discuss the capabilities of the designated Fiscal Agent to perform these functions.*

Eligibility: To be considered for award, Applicant must meet the following conditions.

- Must be one of the following:
 - ☐ Wisconsin DSPS recognized volunteer or combination Fire Department in good standing
 - ☐ High School collaborating with a volunteer or combination Fire Department in good standing
 - ☐ Technical College collaborating with a volunteer or combination Fire Department in good standing
 - ☐ Association, Organization, or Non-Profit Organization collaborating with a volunteer or combination Fire

- Must be able to obtain or have liability insurance coverage for proposed program.
 - ☐ Yes
 - ☐ No

- ☐• Provide participation agreements in each category, as applicable:

- ☐ Fire Department
- ☐ High School
- ☐ Technical College

Participation of multiple organizations of each category is encouraged.

- *Collaborative efforts must be documented through written agreements and the grant application.*
- *Good Standing means a fire department recognized by the DSPS that is in substantial compliance with the 2% Dues and Firefighter Health and Safety requirements of SPS 330.*

Project Proposal

Project Needs Statement *Describe the project in detail, including identified training needs, number of students to be trained, target audience (age group), coursework, curriculum and desired outcomes. Include data, information, or examples that support the needs statement.*

Program Goals *Please describe how you will measure and meet the following goals.*

1. Develop collaborative and innovative efforts to train youth (middle and/or high school students). If applicable any efforts to train high school juniors and seniors in entry-level or higher training.

2. Plan to engage, recruit or retain students as volunteers once trained (not necessarily in the same department in which they were trained).

3. Offering high school and/or college credits for fire fighter training.

4. Leveraging other programs for student career development and training such as those offered through the Department of Public Instruction and Department of Workforce Development or other.

5. Plan for program equity and inclusion which identifies how the program will reach out to groups who historically have not volunteered with the department(s) (i.e., women, minorities, LGBTQ) and ensure that the training environment and fire department culture is welcoming of these individuals?

6. Additional goals defined in your proposal.

Application Checklist includes all the following:

- ☐ A complete application including signatures
- ☐ Where required, agreements or documentation outlining collaboration with partner fire departments.
- ☐ Provide copies of other successful grant award(s) used to support this project if applicable

Failure to submit a complete application may result in disqualification.

Documentation of Agreements and/or Support

Attach to the application letters of intent to participate or to provide program support as follows:

- **Letters of Commitment or Support:** Applicant must include attestation on organization letterhead from each participating or supporting organization. The letter should include partnership expectations and any other elements that inform the application.

Certification: It is understood and agreed by the undersigned that:

1. By submitting this application, I certify to the best of my knowledge and belief, the information submitted is true and correct.
2. The application proposal will form the basis for any grant awarded and be incorporated by reference into a grant contract with DSPS.
3. The applicant certifies that all outside funding sources for this project have been disclosed in this application.
4. By submitting this application, I certify that the Applicant is not in default under the terms and conditions of any grant or loan agreements, leases, or financing arrangements with its other creditors.
5. By submitting this application, I certify that the Applicant has disclosed and will continue to disclose any occurrence or event that could have an adverse material impact on the project. Adverse material impact includes but is not limited to lawsuits, criminal or civil actions, bankruptcy proceedings, regulatory interventions, or inadequate capital to complete the project.
6. The Applicant understands this application and other materials submitted to DSPS may constitute public records subject to disclosure under Wisconsin's Public Records Law, § 19.31 et. seq.
7. The Applicant understands that submitting false or misleading information in connection with his/her application may result in the Applicant being found ineligible for grant assistance through the WFF program and, if the grant is awarded to the Applicant, may be a basis to terminate the grant.

Name:				Initials:	
Title:				Date Signed:	
Phone:		Email:			