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# HSGRC Chief's SAFER Grant

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Physicals, PPE, & Training Reimbursement

## Administrative Guide



Huntley FPD - Sugar Grove FPD - Rutland Dundee FPD - Cary FPD

2022 SAFER Grant for Recruiting  
New Volunteer Emergency Responders  
Dec. 14, 2023 – Dec. 13, 2027

## INTRODUCTION

Huntley Fire Protection District in McHenry County, Illinois was awarded \$1,139,200.00 through a 2022 Staffing for Adequate Fire and Emergency Response (SAFER) grant from the Department of Homeland Security. This funding is earmarked for a comprehensive program designed to address the pressing need for personal protective equipment (PPE), NFPA 1582 physicals, and training. The program's primary aim is to actively recruit and retain part time emergency responders in McHenry County, Kane County, and neighboring areas, a response to an identified critical need expressed by the area's fire departments and emergency medical services providers.

## PROGRAM DESCRIPTION

### Part 1: Recruitment - Physicals/PPE

One of the objectives of this program is to attract and recruit new volunteer emergency responders starting from December 14, 2023, any eligible part-time emergency responder recruited by Huntley FPD, Sugar Grove FPD, Rutland Dundee FPD & Cary FPD will have the opportunity to receive grant awards, which will support the recruitment of approximately 80 new part-time emergency responders over the course of a 4-year grant program. Additionally, they may be eligible for reimbursement of up to \$515 for their NFPA 1582 compliant physical.

For volunteers accepted under this program, the sponsoring Department/Agency will be reimbursed for each newly recruited volunteer's NFPA 1582 compliant physical upon receipt of a NFPA 1582 Sign-Off Form. Once each volunteer in this program passes their physical and are enrolled in or have passed their firefighter training, and their Fire Chief produces proof for both to the HSGRC Chief's SAFER Grant project manager, the department is then eligible for a reimbursement of up to \$4,500 towards the cost of SAFER eligible NFPA compliant turnouts (PPE).

### Required documents and reporting in order of submission for Physicals & PPE:

1. Reimbursement Request Form
2. 1582 Physical Sign Off and invoice (up to \$515) for the physical referencing the volunteer.
3. Invoices/receipts or "Cancelled Check" for PPE up to \$4,500.00 referencing the volunteer.

## Part 2: Volunteer Emergency Responders Training

The HSGRC Chief's SAFER Grant has \$53,400.00 dedicated to training members of the fire service. Approved courses include Illinois Basic Operations Firefighter & Advanced Technician Firefighter training. Proof of enrollment in training courses, invoices, and proof of payment (cancelled check) must be provided with a Reimbursement Request Form to the SAFER Grant Program Manager.

### PROGRAM ELIGIBILITY

The following is a list of program guidelines set forth in the SAFER grant narrative and must be adhered to by all participants:

1. Newly recruited volunteers must be at least 18 years old.
2. Volunteer or paid-call firefighters who work part time for the department and are paid an average of less than 20 hours per week are eligible.
3. Volunteers must remain active and in good standing with the Sponsoring Department/Agency.
4. Volunteers must be enrolled in or have completed their firefighter training within 12 months of becoming a volunteer or paid-call firefighter.
5. The applicant's Chief or governing body must sign the Reimbursement Form to collect reimbursement for physical/training/PPE expenses.
6. Applications must meet the criteria guidelines to be considered for an award.
7. Failure to comply may result in ineligibility for future benefits under the grant.

### SERVICE AND EDUCATION COMMITMENT

The HSGRC Chief's SAFER Grant program is a federally funded FEMA grant. This fact means that the accepted applicant MUST follow and adhere to requirements set forth in the grant award package. The grant was awarded to recruit and retain volunteer firefighters in McHenry County & Kane County.

For an accepted applicant to receive any reimbursement from this SAFER grant DHS has required the following stipulations:

- *Turnout gear is only for newly recruited volunteer members; joined department after 12/13/2023.*
- *Newly recruited members must obtain and pass the physical prior to requesting grant funds for the gear. Documentation of completed physicals will be required prior to funds being disbursed.*
- *The newly recruited member(s) must be enrolled in or have completed firefighter training within 12 months or by the end of the Period of Performance 12/13/2027– whichever comes first.*
- *All PPE must be delivered to the department by 12/13/2027.*

**Program Contact:**

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**IMPORTANT:** This is a reimbursement program. All major requirements must be met before reimbursement can be made. The grant performance period ends 12/13/2027. We must disburse all reimbursement funds by this date.

*\*Receipt of grant monies in either capacity may have tax consequences\*  
Please consult your tax advisor PRIOR to participation in this program.*