



Appendix L Firefighting Equipment Fire Protection Financial
Assistance Program

Government of Newfoundland and Labrador
Fire and Emergency Services

FIRE AND EMERGENCY SERVICES – NEWFOUNDLAND AND LABRADOR

DEPARTMENT OF MUNICIPAL AFFAIRS

**FIREFIGHTING EQUIPMENT
FIRE PROTECTION FINANCIAL ASSISTANCE PROGRAM
APPLICATION FORM**

FIRE AND EMERGENCY SERVICES – NEWFOUNDLAND AND LABRADOR

ABOUT THE APPLICATION FORM

This application form will provide Fire and Emergency Services – Newfoundland and Labrador general information about the applicant and the proposed project required to determine eligibility for funding under Fire Protection Financial Assistance Program.

All applicants are required to complete Section I, II and III.

SCOPE

This policy will govern financial assistance to municipalities and local service districts for the acquisition, upgrading and replacement of fire protection equipment.

The acquisition of fire protection vehicles falls under the Fire Protection Vehicles Fire Protection Infrastructure Fund. Municipalities/Local Service Districts must complete the Fire Protection Infrastructure Fund application form.

ADMINISTRATION

Fire and Emergency Services – Newfoundland and Labrador shall administer to the details of this policy and shall provide interpretation and guidance.

Fire and Emergency Services – Newfoundland and Labrador shall do assessments and make recommendations on equipment needs and funding levels for the respective municipalities and local service districts.

FUNDING LEVELS

Fire protection equipment such as portable pumps, S.C.B.A. and cylinders, hose, nozzles, etc. may be cost-shared. Fire and Emergency Services – Newfoundland and Labrador's share shall be established based upon unit pricing quotes to be established by the requesting municipality/local service district and verified by Fire and Emergency Services – Newfoundland and Labrador. Applicable cost-shared ratios shall be determined by Fire and Emergency Services – Newfoundland and Labrador in accordance with overall government policy.

Requests for financial assistance for operating grants or training for fire departments **will not** be considered under this policy.

Fire and Emergency Services – Newfoundland and Labrador shall assess the applicability of other forms of equipment requested which may not be specifically identified herein.

Note: If a project is approved it may be conditional and subject to a specific requirement of the approval letter. This must be complied with prior to issuance of funds.

EQUIPMENT STANDARDS

Fire and Emergency Services – Newfoundland and Labrador shall approve minimum standards for all fire protection equipment to be cost-shared or funded. Equipment acquisitions that are not

approved by Fire and Emergency Services – Newfoundland and Labrador shall not receive financial assistance.

Note: Fire and Emergency Services – Newfoundland and Labrador will not fund equipment that do not meet approved standards.

REQUEST PROCESS

Municipalities and local service districts **shall submit all requests for financial assistance for firefighting equipment to the Minister of the Department of Municipal Affairs.**

Note: Requests from fire departments will not be accepted. Submitted invoices for equipment purchased prior to date of Minister's approval letter **will not be accepted.**

Requests shall not be carried forward by the Department to future years. Municipalities/local service districts **should make one (1) annual requests each year for consideration** for the forthcoming fiscal year.

Note: Emergency requests may be submitted for consideration at any time. Each emergency request shall be addressed by Fire and Emergency Services – Newfoundland and Labrador and the Department of Municipal Affairs at that time. In some cases Fire and Emergency Services – Newfoundland and Labrador may recommend that the request be deferred to the next upcoming fiscal year.

OTHER REQUIREMENTS

Municipalities/local service districts must provide Fire and Emergency Services – Newfoundland and Labrador with the following reports annually:

1. Fire Form 3 Incident Reports
2. Copies of Fire Inspections conducted
3. List of fire department members
4. Equipment Condition Report Form on replacement equipment
5. Cost estimates from suppliers for equipment acquisitions
6. Overview of the fire department training activity for the past year
7. Other documentation as may be required by the Fire Commissioner from time to time

Funding requests will not be considered if the foregoing information is not on file at or provided to Fire and Emergency Services – Newfoundland and Labrador.

The establishment of this policy and its content reflects the need for municipalities/local service districts and their fire departments to assess their fire protection needs annually. Budget submissions shall be submitted by fire departments to councils/committees and these should be included in the complete municipalities/local service districts budget.

The municipalities/local service districts and their fire departments must conduct appropriate maintenance/inspection of their fire protection equipment and should attempt to identify and project their equipment upgrading or replacement needs, annually.

Office Use Only	
Date Received	
Project Number	

SECTION I APPLICANT			
Legal Name of Municipality/Local Service District			
Municipality/Local Service District Street Address	Town/City	Province	Postal Code
Contact Person Name (Municipality/LSD)		Position (Clerk, Manager, Chairperson)	
Contact Person Telephone Number	Contact Person Fax Number	Contact Person Email Address	

SECTION II EQUIPMENT REQUESTED			
Supplier Quote Attached	Yes ☐	No ☐	
Total Dollar Value Requested (Including HST)			
Type of Equipment Requested (Prioritize)	Replacement Equip. (Yes/No)	Quantity	Unit Price
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

Mayor/Chairperson Signature

Date

SECTION III EQUIPMENT CONDITION REPORT

**Fire and Emergency Services – Newfoundland and Labrador
Equipment Condition Report
(e.g. SCBA, hose, clothing, nozzles, portable pumps, etc.)**

Fire Department _____

Equipment Type _____

Make _____ Model _____

Date equipment acquired _____ Supplier _____

Is equipment presently in service? YES NO

Overall Condition of Equipment: Excellent Good Fair Poor N/A

Please provide a complete description of equipment condition.

Please provide an outline of equipment maintenance history.

Has equipment been tested in accordance with appropriate standards, where applicable?

YES NO

If yes, please indicate what tests and who conducted them.
