

**CITY OF LEAGUE CITY
GRANT APPLICATION PRE-APPROVAL FORM**

Grant Name		Texas Forest Service HB2604 - Recruitment Resources			
Directorate/Department Applying for Grant			Proposed Grant Manager		
Fire Department			Michael Lugo		
Awarding Grant Agency Name			Total Project Amount		
Texas Forest Service			\$3,000		
General Purpose of the Grant					
House Bill 2604 was passed to assist volunteer Fire Departments with recruitment resources					
Items the Grant Will Pay For					
This grant reimbursement will pay for items such as: flyers, door hangers, post cards, mail outs, billboards.					
Requires Council Approval?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	If yes, Proposed Agenda date?	November 14, 2023	
Amount or % Covered by Grant	100%		Amount or % Matched by City	0%	
Grant Time/Performance Period	Fiscal Year 2024		Application Deadline	Various	
Estimated Annual Fiscal Impact:		Year One	Year Two	Year Three	
Revenue Generated					
Grant Funds to be Received		\$3,000			
City Match					
Net Fiscal Impact					
In future CIP?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes, what year?		
Year One Currently Budgeted?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>		(Choose Yes or No)	
If no, how do you intend to fund City's match?					
Attach Supporting Grant Documentation for Approval					
Approval Order	Signature			Date	
Grant Manager	<small>DocuSigned by:</small> <i>Michael Lugo</i>			10/31/2023	
Department Head	<small>DocuSigned by:</small> <i>Michael Lugo</i>			10/31/2023	
Director	<small>DocuSigned by:</small> <i>Michael Lugo</i>			10/31/2023	
Grant Administrator	<small>DocuSigned by:</small> <i>Kayla Davis</i>			10/31/2023	
Assistant City Mgr.					
Budget Manager	<small>DocuSigned by:</small> <i>Stacy M. Pusey</i>			10/31/2023	
Finance	<small>DocuSigned by:</small> <i>Kimberly Correll</i>			11/1/2023	
City Manager	<small>DocuSigned by:</small> <i>John Baumgartner</i>			11/1/2023	
City Manager	Approved <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>	Please Check One		
Explanation or comments related to City Manager's decision.					

Special Announcement

Rural VFD Assistance Program (HB 2604)

New Grant Category - Volunteer Recruitment Resources

As of **February 1st, 2023**, a new grant category will be available through the Rural VFD Assistance Program. The Volunteer Recruitment Resources category is being added as a pilot project, aiming to help volunteer fire departments bolster staffing and enhance community fire protection.

This category is provided by Volunteer Fire Assistance (Federal) Funds, and therefore is available exclusively to departments that meet **all** of the following federal eligibility requirements:

- Department must serve a rural area or rural community with a population of 10,000 or less
- Certified by Texas Division of Emergency Management (TDEM) as having adopted NIMS
- Department must not be debarred, suspended, or declared ineligible by any federal department or agency*
- 80% or more of department personnel must be volunteers

**Upon award, grant recipients will receive an AD-1048 Certification Letter that must be completed and returned for final grant approval*

Cost-Share Rate:

100% of the actual cost, not to exceed **\$3,000** per department

Examples of Recruitment Resources

<u>Allowed</u>			<u>Not Allowed</u>	
Banners	Booth Signage	Promotional Items	Postage	Apparel
Billboards	Flyers/Door Hangers	Postcards/Mailouts	Lease/Rental	Media Advertisements

Not a conclusive list; Contact us with questions about other types of recruitment resources.

Resources must convey a call to action for the purpose of recruiting volunteers. Items branded with only the department name will not be approved.

Volunteer Recruitment Resources grants are provided on-demand on a first-come, first-served basis, pending available funds.

Application can be found at <http://TexasFD.com/RuralVFDAssistanceProgram>

Information on NIMS adoption can be found at <https://tfsweb.tamu.edu/NIMSAdoption/>

Contact Us

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