

Date:

To: San Luis Obispo County Community Fire Safe Council

From: Name, Agency or Community proposing project

Fire Agency of Jurisdiction: Agency name and point of contact at fire agency that has concurred with this project proposal

Project Name: Use a geographic descriptor and project type (i.e. Bee Rock Road right of way chipping)

Project Overview: Give a description of the type of project to be completed and expected outcomes. (i.e chipping of material cut by property owners on 40 parcels to provide defensible space around buildings. Chipping will be conducted over two days by use of CCC crews and CCC chipper; chipped material will remain on original property)

Project Proposal:

- Provide a description of how the work will be completed (chipping, hand crews, grazing, educational program, etc) and who will be performing the work (contract labor, property owners, fire hand crews, CCC crews, etc) NOTE: a letter from the organization providing the proposed work agreeing to participate in the project as proposed is required)
- Property owner permission if conducted on private property
- Describe the Community wide benefit if project is being conducted on private property
- How much work is involved (days of chipping, days of hand crews, etc)
- Provide a description of what is being asked of the FireSafe Council (funding, coordination, etc.)

Environmental review: Depending on the type of project proposed, an environmental review may be required. The need and type of this review should be coordinated through the fire agency of jurisdiction. Many fire mitigation projects are exempt from review; most others only require minor considerations to be compliant. If the project is not exempt or requires a more in depth environmental review, these costs CAN be included in the grant request.

Attach a letter from the fire agency describing the project's environmental review status.

Timing:

- When can project begin and end (range of possible dates) This project could begin Monday, xxx, 2011 and run for 6 consecutive weeks or till xx days of work is completed by _____

Cost Breakdown:

All FireSafe Council grants are matching fund grants. The FSC can provide funding for percentage of the project (based on original grant funding requirements); the remainder must be provided by the project sponsor through either cash expenditures toward the project or by providing "IN KIND" value contributions. IN KIND contributions can include fire agency or property owner labor (\$20 / hour value for documented property owner planning, coordination, work on property toward project goals, and other qualifying labor). Cash expended by the project sponsor or documented personnel expenses by fire agency counts as dollar for dollar match.

A letter must accompany this proposal detailing the agreed to match and commitment from those that are to provide the match.

Project Name: _____	Cost
Work crews	\$
Contractor	\$
Environmental Review	
Advertising Flyer	\$
Mailing	\$
	\$
Event Banners	\$
Total	\$ x Funds Requested from FSC
In-kind match @ 50% min (Resident Labor, Fire agency staff time, community coordination costs)	\$ y
TOTAL PROJECT BUDGET (FSC + Match)	\$

BUDGET NARRATIVE:

Brief narrative of how costs are determined and how match will be accomplished:

Project Contact Information:

Name:

Address:

Phone number:

Email:

Attachments:

1. Letter from Fire agency of jurisdiction concurrence in project
 - a. Fire agency's involvement in project
 - b. Environmental review status
2. Letter from property owner's (or Home Owner's Assn) permission if project is on private property
3. Letter agreeing to assist in the project from organization providing labor (CAL FIRE crews or CCC, etc.)
4. Map of general area of project and detail map of specific project sites