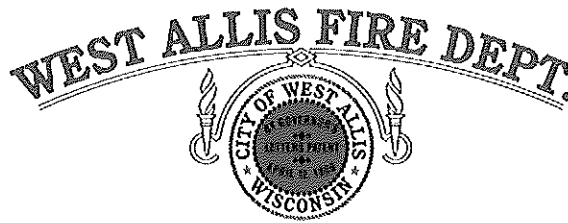




STEVEN J. HOOK  
CHIEF



RECEIVED

FEB 23 2012



CITY of WEST ALLIS  
FIRE DEPARTMENT

To: Mayor and Members of the Common Council  
From: Steven J. Hook, Fire Chief *SJH*  
Date: February 21, 2012  
Re: Notification of Fire Department Application for SAFER Grant

Your Council has asked that departments provide advanced notice whenever they are applying for grants that could have a significant impact on the City. To that end, I'm informing you that the fire department is currently in the process of applying for a Federal Assistance to Firefighters Grant (AFG), under the Staffing for Adequate Fire and Emergency Response (SAFER) program. This communication should allow time for you to consider whether the City will be in a position to accept the terms of the grant in the event that we are successful.

I've outlined our grant request and our anticipated City commitment, below. This is general information, and does not provide all of the grant details, but I welcome your inquiries and comments. I've tried to be brief and only highlight relevant, important information for you here.

Award Period: May 1, 2012 through September 30, 2012. Awards will be determined by a national committee convening in Baltimore throughout the month of March.

Application Category: Our application will be filed in the category reserved for the hiring of firefighters, which is the only category open to career departments. More specifically, we are applying under the subgroup of, "... retention of firefighters who face imminent layoff and/or filling positions vacated through attrition, but not filled due to economic conditions".

Funding: The grant is intended to cover 100% of the salaries and benefits (including FLSA compliance costs). No grantee match is required.

Grant Requirements: Semi-annual reporting is required, as is maintaining the staffing level established at the time of the performance period of the award.

Performance Period: The performance period of the grant is 24 months, with a 90-day recruitment and hiring period, beginning at the date of hire.

Public Safety Compliance: The applicant must show that both police and fire staffing has been reduced, not only fire.

Discussion: The 2012 City Budget identifies three firefighter positions that have been reduced and the police department reduced staffing in 2011. Since both were based upon economic

conditions, we should qualify to apply for this grant. We've worked with the finance division to identify all qualifying costs, so we are applying for three positions, totaling \$236,448 in year one, and \$262,911 in year two of the grant period. Also, we are currently in the process of accepting applications to fill open positions aside from the three that were reduced in the budget, so we'll have the means in place to hire within the 90-day timeframe if we are successful in our grant application.

I've discussed this grant with the Board of Police and Fire Commissioners and will provide a similar communication to keep them informed as well.

Hopefully, I've provided sufficient information to help you understand the grant process, our request, and our City's commitment. If you have further questions or concerns, please feel free to contact me, or my Assistant Chief of Fire Prevention, Marty King. Chief King's staff is responsible for grant-writing and he is very familiar with the process, having written several successful AFG grants in the past.

Thank you for your time, and consideration.