



Fire Department Memorandum

January 9, 2014

TO: Brian Kischnick, City Manager
Tom Darling, Finance Director

FROM: William S. Nelson, Fire Chief

SUBJECT: Overpayment of 2009 Assistance to Firefighters Grant

In 2009 the fire department applied for an Assistance to Firefighters Grant (AFG) to replace existing firefighter protective equipment (turnout gear) . The original grant request was for \$208,000.00 which would require a 20% match by the department or \$41,600.00 resulting in a federal share of \$166,400.00. The fire department had budgeted funds to replace protective equipment in the 2009 operating budget and had purchased some protective equipment prior to the notification of the grant award which was not eligible to be paid by the grant.

The fire department actually purchased protective equipment which cost a total of \$194,631.00 of which the AFG grant share was \$155,704.80. It was anticipated that additional protective would have to be purchased during the grant period for new personnel, however the fire department did not add any additional volunteer firefighters during the grant performance period.

Reimbursement for the total grant share of the program was requested and the city received \$166,400.00 from the AFG program. Since there were no additional purchases of protective equipment under the grant, the AFG program over paid the city \$10,695.20.

The fire department submitted an application for the 2013 AFG program and was notified that the grant request would not be processed until the excess payment from 2009 was refunded to the AFG program.

The city has repaid the overpaid funds to reconcile the grant. The repaid funds came from the current fire department equipment account and expenditures have been adjusted to keep within the budget.

If you have any questions, or require additional information please let me know.