

RESOLUTION \_\_\_\_\_

**ENTITLED: "A RESOLUTION AUTHORIZING THE RATIFIED SUBMITTAL OF A GRANT APPLICATION TO THE WYOMING STATE FORESTRY DIVISION FROM THE STATE FIRE ASSISTANCE PROGRAM TO FUND LARAMIE COUNTY FIRE DISTRICTS THROUGH THE FIRE WARDEN FOR THE PURPOSE OF BRINING IN TRAINING. CFDA#10.664, NOT TO EXCEED \$5,000.**

**WHEREAS**, Laramie County desires to submit a grant application to Wyoming State Forestry for the purpose of funding Laramie County Fire Districts for trainings such as wildland, high/low angle rescue, grain rescue, structural firefighting or hazardous materials through the Fire Warden in the amount of \$5,000.

**THEREFORE, THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING RESOLVES**

To authorize acceptance by its Chairman on behalf of Laramie County of the final and actual agreement(s) with the Wyoming State Forestry upon review and approval of the offer by the Laramie County Attorney for concordance with the attached draft agreement(s);

To appoint Sandra Newland, or her successor in the position of Laramie County Grants Manager, as agent of the Laramie County Board of Commissioners to execute and submit certifications and reports which may be necessary for this grant agreement(s).

To appoint Matthew Butler, or his successor, in the position of Laramie County Fire Warden, as an agent of the Laramie County Board of Commissioner to implement the State Fire Assistance programs to the Laramie County Fire Districts which may be necessary for this grant agreement (s).

**PRESENTED, READ AND ADOPTED THIS 4<sup>th</sup> DAY OF MAY, 2021.**


ATTEST:

\_\_\_\_\_  
Gunnar Malm, Chairman

\_\_\_\_\_  
Laramie County Clerk

\_\_\_\_\_  
Date

Received And Approved As To Form Only By:



\_\_\_\_\_  
Laramie County Attorney's Office

\_\_\_\_\_  
Date 4/19/21



# SFA GRANT APPLICATION

## (State Fire Assistance Grant)



**1. COUNTY:**

Laramie County

**2. DEPARTMENT (LEGAL NAME OF ENTITY):**

Grants Department

**ADDRESS (PHYSICAL & MAILING):**

310 W 19th Street, Suite 140  
Cheyenne, WY  
82001

**3. APPLICATION DATE :**

4/15/2021

**4. NAME OF THE PERSON APPLYING FOR THIS GRANT:**

Sandra Newland(Laramie County)

**TITLE:**

Grants Manager

**5. APPLICANT INFORMATION:**

**a. Name and Contact Information**

Prefix:

-

First Name:

Laramie County

Middle Name:

Last Name:

Title

Telephone Number (Daytime):

307-633-4201

Telephone Number (Evening):

Email:

Fax Number:

307-633-4285

**b. Address**

Street1:

310 W. 19th Street, Suite 140

Street2:

City:

Cheyenne

County:

Laramie County

State:

WY

Zip/Postal Code:

82001

Country:

USA – UNITED STATES

**c. Wildland Fire Reporting Status:**

Did you report your wildland fires on WSFD Online Reporting?

Yes       No

**d. Project has been approved by which responsible party:**

- County Fire Warden
- District Board
- Fire Chief
- Other: \_\_\_\_\_

**6. PROJECT INFORMATION:**

**a. Project Title:**

Laramie County Fire Training

**b. Project is for: (check all that apply)**

- Organizing
- Training
- Equipment
- Salary CFW
- Prevention
- Other: \_\_\_\_\_

**c. Project Description:**

The Laramie County Fire Fire Chiefs Association has recently brought together a Laramie County Fire Training Committee comprised of all the fire entities within Laramie County. The direction that was given to this committee was to examine and create county wide fire training to better serve the citizens of Laramie County. Through this grant it is the goal of the Laramie County Fire Chiefs Association, the Laramie County Fire Warden and the Laramie County Fire Training Committee to bring a wide range of training to Laramie County. These trainings often times provided by outside vendors and Subject Matter Experts are invaluable for tall the fire entities to grow and gain further knowledge. These trainings could be but are not limited to trainings such as: wildland training.

**d. Proposed Project:** Start Date: 6/1/2021

End Date: 12/1/2021

**7. By signing this application, I certify to the statements contained in this form herein are true, complete and accurate to the best of my knowledge. I agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties (U.S. Code, Title 218, Section 1001)**

I AGREE

Signature:



Date Signed:

4/19/21

**U.S. DEPARTMENT OF AGRICULTURE**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY  
AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)**

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Laramie County, Wyoming                      SFA  
Organization Name                      PR/Award Number or Project Name

Gunnar Malm, Chairman  
Name(s) and Title(s) of Authorized Representative(s)

[Signature]                      4/19/20  
Signature(s)                      Date

## **Instructions for Certification**

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transactions," "debarred," "suspended," "ineligible," "lower tier covered transactions," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

## U.S. DEPARTMENT OF AGRICULTURE

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### CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS (GRANTS) ALTERNATIVE I - FOR GRANTEEES OTHER THAN INDIVIDUALS

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This certification is required by the regulations implementing Sections 5151-5160 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 701 et seq.), 7 CFR Part 3017, Subpart F, Section 3017.600, Purpose. The regulations were published as Part II of the January 31, 1989 Federal Register (pages 4947-4952). Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the grant.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

#### Alternative I

(A) The grantee certifies that it will provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing a drug-free awareness program to inform employees about --
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's policy of maintaining a drug-free workplace;
  - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --
  - (1) Abide by the terms of the statement; and

- (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- (e) Notifying the agency within ten days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction;
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted --
  - (1) Taking appropriate personnel action against such an employee, up to and including termination; or
  - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

B. The grantee shall insert in the space provided below the site(s) for the performance of work done in connection with the specific grant.

Place of Performance (Street address, city, county, State, zip code)

3962 Archer Parkway  
 Cheyenne, WY 82009

Laramie County, Wyoming SFA  
 Organization Name PR/Award Number or Project Name

Gunnar Melin, Chairman

Name and Title of Authorized Representative



Signature

4/19/21

Date

**INSTRUCTIONS FOR CERTIFICATION**

1. By signing and submitting this form, the grantee is providing the certification set out on pages 1 and 2.
2. The certification set out on pages 1 and 2 is a material representation of fact upon which reliance was placed when the agency determined to award the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

## Sandra Newland

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**From:** Matthew Butler  
**Sent:** Thursday, April 15, 2021 7:52 AM  
**To:** Sandra Newland  
**Subject:** SFA  
**Attachments:** SFA GRANT APPLICATION FORM template.pdf

Good Morning,

The Chiefs voted in favor of going after SFA for training purposes last night. I looked back at the email from Shielah to double check due date and it is May 1<sup>st</sup> 2021...I thought that we had a few more months. I have included a filled out application form, based off the last SFA we submitted as well as the hype links to the other forms(below in Shielah's email). Sorry for such the late notice and please let me know if there is anything else you need from me. Thank you!

Matt Butler  
Laramie County Emergency Management  
Operations Coordinator/Fire Warden  
Office: 307-633-4335  
EMA On-call: 307-775-7360

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**From:** Shielah Esterholdt <shielah.esterholdt@wyo.gov>  
**Sent:** Thursday, January 21, 2021 1:37 PM  
**To:** cdinges@co.albany.wy.us; bquick@co.albany.wy.us; ckocher@worlandfire.org; boliver@natronacounty-wy.gov; djpepple@natronacounty-wy.gov; wcfire@rtconnect.net; plattecountyfire@gmail.com; cthomas@sheridancounty.com; bhcofirewarden@gmail.com; dizatt@ccfire.us; ronbrown@carbonwy.com; trfire2000@gmail.com; dougl@crookcounty.wy.gov; chaslam@wyoming.com; blaw@goshencounty.org; hscwarden@rtconnect.net; tiddle@yahoo.com; mbutler@laramiecounty.com; khoffman@allwest.net; mhaigler@natronacounty-wy.gov; luskfiremaster@yahoo.com; jparker@parkcounty.us; shad.cooper@sublettefire.com; bournazianm@sweet.wy.us; bhansen@tetoncountywy.gov; equinney@uintafire.org  
**Subject:** 2021 SFA Grant funding is now available!! (It's back)

Good afternoon,

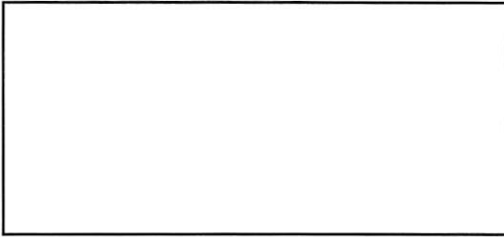
State Forestry had now **re-opened** the SFA (State Fire Assistance) application forms for all 23 counties. If you're still interested in applying, please submit your [SFA applications](#) along with the signed [AD1048](#) and [AD1049](#), as soon as possible to me (via email) on or before the deadline of May 1, 2021

Grant funding will be for the amount of \$5,000 all fed dollars with no match - per county. The SFA Application process will be the same just like last year, in which an agreement or contract (once State Forestry receives your SFA application) will need to be created and fully executed before final reimbursement is to be released.

If you have any further questions, please let me know.

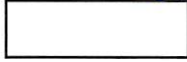
Thank you,





Email: [shielah.esterholdt@wyo.gov](mailto:shielah.esterholdt@wyo.gov)

Fire website: <http://wsfd.wyo.gov/fire-management>



"Always do right - this will gratify some and astonish the rest" - Mark Twain

E-Mail to and from me, in connection with the transaction of public business, is subject to the Wyoming Public Records Act and may be disclosed to third parties.

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