

**GEORGIA FIREFIGHTERS BURN FOUNDATION, INC.**  
**CHESNEY FALLEN FIREFIGHTERS MEMORIAL GRANT PROGRAM**  
**REQUIREMENTS AND GUIDELINES**

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The Georgia Firefighters Burn Foundation (GFBF) offers a special grant program in memory of Gwinnett County career firefighter, Brant Chesney, who lost his life on December 27<sup>th</sup>, 1996, battling a fire as a volunteer with the Forsyth County Fire Department, and all other fallen firefighters who have lost their lives in the line of duty in the State of Georgia. Grants awarded under this program are to be used by fire departments in the State of Georgia to develop a new program or enhance an existing public life safety program, dedicated primarily to fire safety and burn prevention education.

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*Please read this entire document before applying.*

**CONDITIONS:**

All applications must:

1. Be submitted by a Georgia certified fire department.
2. Have program goal(s) achievable within specified time period.

**FUNDS AVAILABILITY:**

1. Maximum grant available is \$3,000 per fire department application.
2. Applications requesting lesser amounts are encouraged to apply.
3. Grant requests will be reviewed and administered through the GFBF.

**REQUIREMENTS:**

1. Funds must be utilized no later than **Friday, October 28, 2016**. If by this date, said Department has not accessed its grant award, funds will revert to the GFBF's general operating budget and the Department must reapply for funding. Upon reapplying, the Department's request will be considered as a new request.
2. Funding will be disbursed as reimbursement to the Department (with receipts) or by direct invoice from the vendor.
3. Joint ventures between fire departments and other agencies will be considered.
4. Departments must make available fire safety education to all sections of society located within their community at no cost.
5. Awarded Departments may be required to present program at a local conference or meeting.
6. A detailed grant report must be submitted to the GFBF following the completion of the program no later than **Friday, December 16, 2016**. The report must include specific usage of funds, details of program implementation, demonstration of program effectiveness, photographs and media coverage. If the required grant report is not submitted to the GFBF by December 11th, 2015, the Department may no longer be eligible for future funding through this grant program.
7. Departments applying for GFBF funds to be used towards a program whose total cost exceeds \$3,000 must show that resources are available to complete program.
8. Departments must contact the GFBF regarding scheduled media involvement and GFBF recognition so that GFBF representatives may directly participate in program implementation and media coverage when possible. Chesney grant recipients are encouraged to use the GFBF logo or, at a minimum, the GFBF name on any information recognizing funding support. In addition, the GFBF should be recognized in annual reports, newsletters and other collateral material.

## CONSIDERATIONS:

The following will be considered by the Review Committee when determining priority of grant award recipients:

1. Departments should demonstrate effectiveness in the program goals.
2. Departments are encouraged to use creative approaches and include necessary components of an effective prevention program.
3. Use of GFBF grant funds in combination with funds from donations and other sources is encouraged but not required.
4. Departments should expand proven successful programs to new areas when possible.
5. Joint efforts among groups and organizations are encouraged.
6. Departments are encouraged to make effective programs available to other departments or agencies.
7. Department's participation in GFBF fundraising activities receives extra consideration, but all Departments are encouraged to apply.

## REQUIREMENTS FOR USE OF FUNDS:

1. Funds can be used to purchase equipment and non-consumable items that have an **expected life of more than five (5) years**. Examples of these items may include but are not limited to: robots for safety education, stationary or mobile fire safety houses, table top hazard houses, audio-visual equipment, puppet programs, smoke alarm programs, and manualized educational programs.
2. Funds may not be used for personnel expense, operating expense, or miscellaneous expense. All expenditures must be itemized. Additionally, funds **may not be used to purchase consumable items** including, but not limited to: brochures, pamphlets, coloring books, crayons, pencils, stickers, plastic, helmets, magnets, balloons, and food.
3. Grant funds must be used for the original purpose /program stated in the application. Funding may only be applied to another program other than that stated in the application upon approval by GFBF and Review Committee.

## REVIEW COMMITTEE:

1. Review Committee will consist of four (4) fire safety professionals, and one member of the GFBF Board of Directors, who shall serve as the Chair of the Committee.
2. Rating process is developed by the Review Committee.
3. Decision of Review Committee will be final upon approval by the GFBF Board of Directors.

## TIMELINE:

1. **April 22, 2016:** Applications must be submitted online at [www.gfbf.org](http://www.gfbf.org) by 5:00pm April 22, 2016 and supporting documents must be postmarked on or before April 22, 2016 for consideration.
2. **May 20, 2016:** Notification of awards to all applicants.
3. **October 28, 2016:** Deadline to access and spend grant funds (**Note: All vendor invoices and departmental reimbursement requests with accompanying receipts must be received no later than 5:00pm on Friday, October 28, 2016**).
4. **December 16, 2016:** Grant Report and all accompanying documentation (i.e. videos, media clips and photographs) due to GFBF office.

## QUESTIONS:

Please contact the GFBF office at (404) 320-6223 or 1-800-273-2876.