

Overview

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<p><b>*Did you attend one of the workshops conducted by DHS's regional fire program specialist?</b></p> <p>No, I have not attended workshop</p>
<p><b>*Are you a member, or are you currently involved in the management, of the fire department or non-affiliated EMS organization applying for this grant with this application?</b></p> <p>Yes, I am a member/officer of this applicant</p>

If you are a grant writer or otherwise not affiliated with this applicant, please **complete** the information below.  
**Fields marked with an \* are required.**

If you are a member/officer of this applicant, please do **not** complete the information requested below.

Preparer Information

- \* Preparer's Name
- \* Address 1
- Address 2
- \* City
- \* State
- \* Zip

**Contact Information**

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## Alternate Contact Information Number 1

* Title	Fire Chief
Prefix	N/A
* First Name	Kevin
Middle Initial	R
* Last Name	Bowman
* Business Phone	352-728-9780 Ext.
* Home Phone	352-267-3027 Ext.
Mobile Phone/Pager	
Fax	352-728-9784
* Email	kevin.bowman@leesburgflorida.gov

## Alternate Contact Information Number 2

* Title	Battalion Chief
Prefix	N/A
* First Name	David
Middle Initial	D
* Last Name	Johnson
* Business Phone	352-728-9780 Ext.
* Home Phone	352-516-9779 Ext.
Mobile Phone/Pager	
Fax	352-728-9784
* Email	david.johnson@leesburgflorida.gov

**Applicant Information**


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\* Organization Name Leesburg Fire Department

\* Type of Applicant Fire Department/Fire District

\* Type of Jurisdiction Served City

If other, please enter the type of Jurisdiction

\* Employer Identification Number 59-6000362

\* What is your organization's DUNS Number? 102625931 (call 1-866-705-5711 to get a DUNS number)

Headquarters or Main Station Physical Address

\* Physical Address 1 201 S. Canal Street

Physical Address 2

\* City Leesburg

\* State Florida

\* Zip 34748 - 5901  
Need help for ZIP+4?

Mailing Address

\* Mailing Address 1 201 S. Canal Street

Mailing Address 2

\* City Leesburg

\* State Florida

\* Zip 34748 - 5901  
Need help for ZIP+4?

Account Information

\* Type of bank account Checking

\* Bank routing number - 9 digit number on the bottom left hand corner of your check 061000104

\* Your account number 0133026706959

Additional Information

\* For this fiscal year (Federal) is your organization receiving Federal funding from any other grant program that may duplicate the purpose and/or scope of this grant request? No

\* If awarded the AFG grant, will your organization expend more than \$500,000 in Federal funds during your organization's fiscal year in which this AFG grant was awarded? No

\* Is the applicant delinquent on any Federal debt? No

If you answered yes to any of the additional questions above, please provide an explanation in the space provided below:

**Department Characteristics (Part I)**

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* Are you a member of a Federal Fire Department or contracted by the Federal government and solely responsible for suppression of fires on Federal property?	No		
* What kind of organization do you represent?	All Paid/Career		
If you answered combination, above, what is the percentage of career members in your organization?	%		
If you answered volunteer or combination or paid on-call, how many of your volunteer Firefighters are paid members from another career department?			
* What type of community does your organization serve?	Rural		
* What is the square mileage of your first-due response area?	42		
* What percentage of your response area is protected by hydrants?	65 %		
* In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located?	Lake		
* Does your organization protect critical infrastructure of the state?	Yes		
* How much of your jurisdiction's land use is for agriculture, wild land, open space, or undeveloped properties?	30 %		
* What percentage of your jurisdiction's land use is for commercial, industrial, or institutional purposes?	30 %		
* What percentage of your jurisdiction's land is used for residential purposes?	40 %		
* How many occupied structures (commercial, industrial, residential, or institutional) in your jurisdiction are more than four stories tall?	7		
* What is the permanent resident population of your <u>Primary/First-Due Response Area or jurisdiction served?</u>	20506		
* How many active firefighters does your department have who perform firefighting duties?	63		
* How many ALS level trained members do you have in your department/organization?	24		
* How many stations are operated by your organization?	4		
* Do you currently report to the National Fire Incident Reporting System (NFIRS)?	Yes		
If you answered yes above, please enter your <u>FDIN/FDID</u>	12022		
* What services does your organization provide?			
Structural Fire Suppression	Medical First Response		Hazmat Operational Level
Wildland Fire Suppression	Basic Life Support		
Airport Rescue Firefighting (ARFF)	Advanced Life Support		Rescue Operational Level
	Formal/Year-Round Fire Prevention Program		Rescue Technical Level

**Fire Department Characteristics (Part II)**

	2009	2008	2007
* What is the total number of fire-related civilian fatalities in your jurisdiction over the last three years?	0	0	1
* What is the total number of fire-related civilian injuries in your jurisdiction over the last three years?	1	0	0
* What is the total number of line of duty member fatalities in your jurisdiction over the last three years?	0	0	0
* What is the total number of line of duty member injuries in your jurisdiction over the last three years?	0	2	1
* Over the last three years, what was your organization's average operating budget?	5905251		
* What percentage of your TOTAL budget is dedicated to personnel costs (salary, overtime and fringe benefits)?	86 %		
* What percentage of your annual operating budget is derived from: Enter numbers only, percentages must sum up to 100%			
Taxes?	100 %		
EMS Billing?	0 %		
Grants?	0 %		
Donations?	0 %		
Fund drives?	0 %		
Fee for Service?	0 %		
Other?	0 %		

If you entered a value into Other field (other than 0), please explain

\* How many vehicles does your organization have in each of the types or class of vehicle listed below? **You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession.** (Enter numbers only and enter 0 if you do not have any of the vehicles below.)

Type or Class of Vehicle	Total Number	Total Number of Riding Positions
Engines or Pumpers (pumping capacity of 750 gpm or greater and water capacity of 300 gallons or more): Pumper, Pumper/Tanker, Rescue/Pumper, Foam Pumper, CAFS Pumper, Quint (Aerial device of less than 76 feet), Type I or Type II Engine Urban Interface	5	20
Tankers (pumping capacity of less than 750 gallons per minute (gpm) and water capacity of 1,000 gallons or more): Tanker, Tender, Tanker/Tender	0	0
Aerial Apparatus: Aerial Ladder Truck, Telescoping, Articulating, Ladder Towers, Platform, Tiller Ladder Truck, Quint (Aerial device of 76 feet or greater)	2	8
Brush/Quick attack (pumping capacity of less than 750 gpm and water carrying capacity of at least 300 gallons): Brush Truck, Patrol Unit (Pick up w/ Skid Unit), Quick Attack Unit, Mini-Pumper, Type III Engine, Type IV Engine, Type V Engine, Type VI Engine, Type VII Engine	1	2

Rescue Vehicles:

Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle,  
Hazardous Materials Unit

1 2

Ambulances for transport, emergency or scheduled

0 0

Other:

EMS Chase Vehicle, Air/Light Unit, Rehab Units, Bomb Unit, Technical Support  
(Command, Operational Support/Supply), Hose Tender, Salvage Truck, ARFF  
(Aircraft Rescue Firefighting), Command/Mobile Communications Vehicle, Other  
Vehicle

3 10

**Department Call Volume**


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	2009	2008	2007
* How many responses per year by category? (Enter whole numbers only. If you have no calls for any of the categories, enter 0)			
Working Structural Fires	30	37	26
False Alarms/Good Intent Calls	1144	390	341
Vehicle Fires	22	33	23
Vegetation Fires	54	28	30
EMS-BLS Response Calls	3565	2899	2960
EMS-ALS Response Calls	1233	1169	876
EMS-BLS Scheduled Transports	0	0	0
EMS-ALS Scheduled Transports	0	0	0
Vehicle Accidents w/o Extrication	270	369	368
Vehicle Extrications	2	12	9
Other Rescue	54	249	241
Hazardous Condition/Materials Calls	87	79	82
Service Calls	227	235	245
Other Calls and Incidents	92	447	735
Total	6780	5947	5936
 What is the total acreage of all vegetation fires?	 1	 1520	 1744
 In a particular year, how many times does your organization receive mutual/automatic aid?	 90	 53	 16
 In a particular year, how many times does your organization provide mutual/automatic aid? (Please indicate the number of times your department provides or receives mutual aid. Do not include first-due responses claimed above.)	 390	 408	 151

**Request Information**

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\* 1. Select a program for which you are applying. If you are interested in applying under both Vehicle Acquisition and Operations and Safety, and/or regional application **you will need to submit separate applications.**

Program Name

Operations and Safety

\* 2. Will this grant benefit more than one organization?

Yes

If you answered Yes to Question 2 above, please explain.

The washer/extractors can be utilized by other fire service agencies within Lake County.

\* 3. Enter Grant-writing fee associated with the preparation of this request. Enter 0 if there is no fee.

\$0

**Request Details**

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The activities for program **Operations and Safety** are listed in the table below.

Activity	Number of Entries	Total Cost	Additional Funding	Action
Equipment	3	\$ 29,343	\$ 0	<a href="#">View Details</a> <a href="#">View Additional Funding</a>
Modify Facilities	3	\$ 69,392	\$ 0	<a href="#">View Details</a>
Personal Protective Equipment	0	\$ 0	\$ 0	<a href="#">View Details</a> <a href="#">View Additional Funding</a>
Training	0	\$ 0	\$ 0	<a href="#">View Details</a>
Wellness and Fitness Programs	0	\$ 0	\$ 0	<a href="#">View Details</a>
Grant-writing fee associated with the preparation of this request.			\$0	

**Budget**Budget Object Class

a. Personnel	\$ 0
b. Fringe Benefits	\$ 0
c. Travel	\$ 0
d. Equipment	\$ 98,735
e. Supplies	\$ 0
f. Contractual	\$ 0
g. Construction	\$ 0
h. Other	\$ 0
i. Indirect Charges	\$ 0
<b>Federal and Applicant Share</b>	
Federal Share	\$ 88,862
Applicant Share	\$ 9,873
Federal Rate Sharing (%)	90/10
* <u>Non-Federal Resources</u> <i>(The combined Non-Federal Resources must equal the Applicant Share of \$ 9,873)</i>	
a. Applicant	\$ 9873
b. State	\$ 0
c. Local	\$ 0
d. Other Sources	\$ 0

If you entered a value in Other Sources other than zero (0), include your explanation below. You can use this space to provide information on the project, cost share match, or if you have an indirect cost agreement with a federal agency.

All applicant share costs will be paid from the general fund of the City of Leesburg.

**Total Budget****\$ 98,735**

**Narrative Statement**

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## Project Description

\* Please indicate which of these Target Capabilities your request outlined in this application will satisfy. Check all that apply:

## Responder Safety and Health

\* Please provide your narrative statement in the space provided below. Include in your narrative, details regarding (1) your project's description and budget, (2) your organization's financial need, (3) the benefit to be derived from the cost of your project, and (4) how the activities requested in your application will help your organization's daily operations and how this grant will protect life and property.

## Project Description and Budget

The purpose of this grant project is to purchase eight (8) exhaust filtration systems for five (5) engines, one (1) aerial ladder, one (1) command vehicle and one (1) special operations vehicle. These vehicles are located at Fire Stations 61, 62 and 64. The cost for eight (8) exhaust filtration systems is \$69,392.00. Also part of this grant request is to purchase three (3) washer/extractors for Fire Station 61, 63 and 64 at a cost of \$29,343.00. The grant request is for \$98,735.00. The City of Leesburg's share is \$9873.00.

## Financial Need

The City of Leesburg Fire Department requests grant funding in an effort to protect the health and safety of our firefighters, administrative personnel and visitors from the public who frequently visit our fire stations. The realization of the dangers and affects of vehicle exhaust within our buildings has our City Leaders concerned. As well as the proper care and maintenance of our firefighter protective ensembles. Severe budget cutbacks have affected our community and our elected officials have committed themselves to prevent any further financial strain on our residents through increase in taxes, impact fees, etc. These families cannot afford increases in taxes to support improvements to the fire department.

Florida's economic struggle continues and Leesburg remains in a very precarious financial condition. Growth in the residential sector is stagnant and all revenue sources to the City of Leesburg have dropped dramatically. Home prices and sales still remain at an all time low and foreclosures continue. So, revenue from real estate taxes and building permit fees has plummeted as well. Employee positions continue to be eliminated from the City's table of organization. Revenue projections for the upcoming fiscal year show a continued decline. Revenue will not support current or projected expenses. Further cuts are inevitable. Award of this grant would improve fire protection operations and firefighter safety and achieve compliance with national standards.

## Cost/Benefit

The consequences of failure to fund the grant project are to perpetuate the risks that currently exist in our three fire stations, which firefighters are housed 24/7. The continuation of toxic exhaust fumes could result in firefighters contracting occupational injuries such as asthma, cancer and other lung illnesses, which can be directly attributed to toxic diesel exhaust. By installing source capture diesel exhaust filtration systems, we are mitigating the risk our firefighters are exposed to on a daily basis. Additionally, we are concerned with the contamination of personal protective ensembles being exposed to these toxic exhaust fumes.

The second part of this grant request is to establish a "gear management" program that conforms to NFPA 1851 to reduce the safety risks and potential health risks associated with poorly maintained, contaminated, or damaged protective ensembles and ensemble elements. The purchase of the washer/extractors would allow our Department to initiate a program to evaluate the risks our emergency responders face and their particular needs for the protective clothing and be able to inspect, maintain, and care for the protective ensembles and elements they use during structural fire fighting operations.

The overall protection and safety of our fire fighting personnel depend not only on adequate protective clothing, but equally on our organization's policies, training, and administration of the correct use of the proper protective ensemble in fire fighting situations. To satisfy this portion, this new program will develop criteria for the care and maintenance of the protective ensembles and ensemble elements providing optimum safety to our fire fighters.

## Statement of Effect

Award of the grant would immediately reduce the exposure of toxic diesel fumes within our fire stations and enhance the maintenance and care of personal protective ensembles, which would have a significant impact on the health and wellness of our personnel.

Immediately upon purchase of the vehicle exhaust systems, the air quality in our fire stations would be greatly enhanced reducing the concerns associated with exposure to soot, vapors, particulates and gaseous compounds such as Benzene. Firefighter safety is our highest priority and the installation of this equipment would eliminate the short and long term effects. The installation of the washer/extractors would allow our administration to immediately initiate our comprehensive "gear management" program and bring the Leesburg Fire Department into full compliance with NFPA 1851 and ensure our personnel their protective ensembles are combat ready for structural and wildfire firefighting and free of any biomedical hazards.

In summary, the award of this grant purchase will have sweeping benefits and positive operational effects that will greatly enhance not only firefighting operations, emergency medical operations and the wellness and safety throughout our Department.

\* Please describe all grants that you have received from DHS including any AFG grants received from DHS or FEMA, for example, 2002 AFG grant for vehicle or 2003 ODP grant for exercises. (Enter "N/A" if Not Applicable)

SAFER 2005

**Assurances and Certifications**

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**Form 20-16A**

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**You must read and sign these assurances.** These documents contain the Federal requirements attached to all Federal grants including the right of the Federal government to review the grant activity. You should read over the documents to become aware of the requirements. The Assurances and Certifications must be read, signed, and submitted as a part of the application.

**Note:** Fields marked with an \* are required.

## Assurances Non-Construction Programs

**Note:** Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290-dd-3 and 290-ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply with provisions of the Hatch Act (5 U.S.C. Sections 1501-1508 and 7324-7328), which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Sections 276a to 276a- 7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for Federally assisted construction sub agreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. Section 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. Section 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.
19. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

Signed by **David Johnson** on **05/04/2010**

**Form 20-16C****You must read and sign these assurances.**

Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters and Drug-Free Workplace Requirements.

**Note:** Fields marked with an \* are required.

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying; and 44 CFR Part 17, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Homeland Security (DHS) determines to award the covered transaction, grant, or cooperative agreement.

**1. Lobbying**

A. As required by the section 1352, Title 31 of the US Code, and implemented at 44 CFR Part 18 for persons (entering) into a grant or cooperative agreement over \$100,000, as defined at 44CFR Part 18, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement and extension, continuation, renewal amendment or modification of any Federal grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all the sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements and sub contract(s)) and that all sub recipients shall certify and disclose accordingly.

**2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)**

A. As required by Executive Order 12549, Debarment and Suspension, and implemented at 44CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A, the applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

(b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification: and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

### 3. Drug-Free Workplace (Grantees other than individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 44CFR Part 17, Subpart F, for grantees, as defined at 44 CFR part 17, Sections 17.615 and 17.620:

(A) The applicant certifies that it will continue to 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 an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantees 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 to 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 employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable DHS awarding office, i.e. regional office or DHS office.

(f) Taking one of the following actions, against such an employee, within 30 calendar 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, consistent with the requirements of the Rehabilitation Act of 1973, as amended; 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 may 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	City	State	Zip	Action
201 S. Canal St.	Leesburg	Florida	34748 -5901	

If your place of performance is different from the physical address provided by you in the Applicant Information, press *Add Place of Performance* button above to ensure that the correct place of performance has been specified. You can add multiple addresses by repeating this process multiple times.

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for DHS funding. States and State agencies may elect to use a Statewide certification.

Signed by **David Johnson** on **05/04/2010**

**FEMA Standard Form LLL**

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Only complete if applying for a grant for more than \$100,000 and have lobbying activities. See Form 20-16C for lobbying activities definition.

**This form is not applicable**