GUIDELINES
2022 FIRE SAFETY MICRO-GRANT PROGRAM

Application Submission Deadline: 5:00 pm, March 1, 2022
Range of individual Micro-Grants: $2,000–$6,000. Total funding available: $50,000.
Application Form at: https://firesafemendocino.org/micro-grant-program
Questions? Contact Emily Tecchio, emily@firesafemendocino.org

PURPOSE

The Mendocino County Fire Safe Council (MCFSC) is offering Micro-Grants of $2,000—$6,000 in order to stimulate community action toward wildfire preparedness and resilience. We want to support you in accomplishing your priority projects to make your local area safer. Successful proposals will:

- increase wildfire safety, preparedness and resiliency throughout Mendocino County;
- build capacity for Neighborhood Fire Safe Councils (NFSCs) and county fire agencies through community organizing, essential equipment purchases, and wildfire-readiness projects;
- stimulate neighborhood-level engagement and incentivize volunteer action toward fire safety;
- strengthen ties between neighbors, and also between MCFSC and fire agencies and our affiliated NFSCs;
- generate inspiring success stories, quotes and photos to provide wider awareness and appreciation for the work of MCFSC, local fire agencies and NFSCs; and
- potentially inspire future ideas and efforts in other local groups.

ELIGIBILITY

Eligible projects will be consistent with MCFSC’s mission “To inform, empower, and mobilize county residents to survive and thrive in wildfire-prone environments.” Micro-Grants will not be granted to individuals, for normal operating expenses, or for purchases or activities that occur prior to grant decisions, or are eligible for funding from other sources. If your group is not already a nonprofit or fire agency, your grant award will include fiscal sponsorship by MCFSC. Applicants must:

- be a Neighborhood Fire Safe Council affiliated with the Mendocino County Fire Safe Council, or a fire district or fire department operating within Mendocino County
- serve residents of Mendocino County—all requested funds must be spent within the county
- conduct business without discrimination on the basis of race, color, gender, sexual orientation, age, disability, national origin, or religious affiliation
- demonstrate the ability to achieve and successfully document community-impact projects
- obtain CEQA or any other permits required for work projects before work or funding can proceed
- if applicable, obtain appropriate insurance coverage related to your project

As examples, projects may include but are not limited to the following:

- emergency-ingress mapping for first responders
- adding to a fire-detection camera network
- road renaming and/or road signage
• Knox or similar lock-boxes
• home-preparedness assessments
• bulk purchase of reflective address signs or home-hardening equipment
• community fuel-reduction workday expenses
• wildfire-safety trainings or educational efforts
• emergency water source development
• neighborhood alert systems
• fuel reduction along primary access roads
• other creative ways of addressing your local fire-safety priorities

FUNDING CONSIDERATIONS:

• Program proposals will be evaluated according to their potential benefit ("bang for the buck") toward significantly increasing wildfire safety, preparedness, or resilience in your area.
• You must be able to describe why your group selected this project as its highest priority.
• Strong proposals will demonstrate an adequate level of additional resources and volunteer support, if applicable, available for the project, indicating that your group has the energy and capacity to complete the project and achieve the desired results. For example, a history of successful similar projects or workdays, or a commitment from participants with relevant expertise, will strengthen your application.
• Where applicable, additional weight will be given to projects that connect neighbors and/or fire agencies to work together in addressing a need.
• Duplication of other efforts, or projects that could be funded through other sources, is discouraged.
• Projects must be completed within one year of the award date, with preference given to projects that can be completed within the current fire season.
• Payments will be made on a reimbursement basis unless financial need or hardship is demonstrated. Appropriate documentation will be required for all reimbursements.
• For fuel-reduction projects, you should estimate beforehand, and report afterward, the estimated acreage or number of houses treated by the fuel-reduction work. This information is important to us as it strengthens our own future funding requests—including ongoing support for the Micro-Grant Program.
• You must commit to providing a final report that includes documentation of your results, including expenditures, fuel-reduction metrics, photos, any lessons learned, good stories, quotes, etc.
• You must consent to MCFSC’s potential use, in any media format, of all photos, quotes or other content submitted, for its own educational, publicity, funding or other purposes.

APPLICATION PROCESS

The Micro-Grant Application Form and Guidelines are at: https://fire safemendocino.org/micro-grant-program

Applications are due to MCFSC by March 1, 2022. Email completed Application with any related documentation to emily@firesafemendocino.org, or mail to MCFSC Micro-Grant Program, PO Box 263, Ukiah, CA 95482-0263.

Applicants collaborating with other groups or organizations must submit a letter of support/agreement from each partner group, expressing their support and describing their role in the project.

There is no match requirement for Micro-Grants, but you will be required to report all volunteer hours and funds from other sources spent on this project, as well as documenting all expenses for which you are seeking reimbursement.
REVIEW PROCESS

MCFSC wants you to succeed, and will make every effort to fund the most competitive proposals while balancing the needs of other applicants and the county in general.

Both successful and unsuccessful applicants will be notified of their award status within one month of the application due date. Those approved for further review may expect questions or possibly a site visit after that date, but this is not a guarantee of funding. MCFSC’s staff and committee will make the final award decisions, and are under no obligation to award any or all funds available or requested.

FOLLOW-UP AND REPORTING REQUIREMENTS

It is your responsibility to track all appropriate grant expenses and documentation, deadlines and reporting dates. You may be required to have a mid-project check-in with a MCFSC representative, or to be available for a potential site visit during the term of the grant.

Upon completion of your project, you are required to provide a Final Report including the following:

- project-related expenditures, including documentation
- number of project-related volunteer hours spent or other resources contributed, if applicable
- the impact of your project on your work or your neighborhood safety and preparedness—for example, the number of houses or acres receiving fuel reduction, or purchases made (documentation required)
- stories, quotes and photos about your project, with implied consent for unrestricted MCFSC use. These are important to MCFSC and our funders, as they provide feedback, lessons learned, and inspiration for future fire-safety projects in our community. Your application constitutes consent for MCFSC to publish your photos, quotes or other content on our website or in other funding applications or media.

The Final Report form will be available online at https://firesafemendocino.org/micro-grant-program. Final Reports are due any time after project completion, and no later than the due date in the Timeline below. Failure to complete the Final Report by its due date will make you ineligible for future funding.

TIMELINE

- Micro-Grant applications will be accepted beginning February 1, 2022.
- Completed applications must be submitted by 5:00 p.m. on March 1, 2022.
- Approve/reject notifications will be made by the Award Date: March 31, 2022.
- Projects must be completed no later than March 31, 2023.
- Final Reports and invoices must be submitted, including all supporting documentation, stories, quotes and photos, within 60 days of project completion and no later than April 30, 2023.

Thank you for the work you are doing to make us all more wildfire-ready and resilient!

Questions regarding Micro-Grants may be directed to: Emily Tecchio, emily@firesafemendocino.org
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This grant program is made possible by the Mendocino County Fire Safe Council, its members, donors, and Factory Pipe, LLC.