

BOULDER COUNTY EMERGENCY SERVICES GRANT PROGRAM

Fall 2026 Fire Protection District Application Questions

Section A: Organization Information

A1: Organization Name, Address, and TIN (All fields must match W-9)

A2: Website Address (if applicable)

A3: Organization Description: Include any details that may help identify the unique purpose and need that your agency fills related to emergency services. (No more than 150 words.)

Examples may include:

- (a) Your organization's goals and mission statement,
- (b) General duties and responsibilities,
- (c) Any details that may help identify the unique purpose and need that your organization fills related to emergency services.

A4: Organization Data:

- (a) Area(s) or communities served,
- (b) Recent annual budget OR cost/revenue statement,
- (c) W-9 signed in current year. (Note: The name and address provided in A1 MUST MATCH the name and address on the W-9.)
- (d) If a 501(c)(3) non-profit organization, a [Certificate of Good Standing](#) from the State of Colorado

A5: Two Applicant Contact Names, Titles, and Contact Information: Include the lead administrator, fire chief, or treasurer—the person authorized to sign the grant agreement and receive payments—along with a contact for follow-up questions about the application.

Section B: Project Description:

B1: Project Name or Grant Request Description Title (i.e., Name of Proposal) – This is the title you give your proposal which should succinctly name what you are requesting (e.g., “New bunker gear to replace outdated and worn bunker gear.”)

B2: Total Proposal Funding Request (i.e., rolled up dollar amount requested)

B3: Brief Proposal Summary (i.e., Quick summary of what your organization is asking for) (no more than 50 words)

B4. Purpose of Proposal or Request (250-word limit):

Thoughts to consider in your response:

- What are the goals of the project/request?
- What specific impacts or benefits will the request provide?
- How will your proposal improve safety and emergency services in the mountain and rural areas of **Boulder County, specifically**? Please describe how your proposal will directly benefit Boulder County residents and visitors.
- What is the problem/opportunity this program/project would address?

B5. Is your proposal fully ready for implementation if awarded funds from this grant round? (i.e., Is it 'shovel ready'?) If not, are there any potential delays, such as pending funding, permits, or approvals? Briefly explain the status of any outstanding approvals or funding sources.

B6. Will the requested funding amount fully pay for this request, or does your request depend on matching funds or other supplemental funds? (Briefly describe)

B7. Can your request be adjusted if only partial funding is available? How would you prioritize your request(s) if the county could only partially fund your request? (Briefly describe)

B8. How will this project be sustained after this one-time funding? What are the long-term plans for using and maintaining the resources requested, and how will it continue to support Boulder County emergency services? (Briefly describe)

B9. How does your agency engage with the public, especially historically underrepresented communities, outside of emergency situations? i.e. Beyond your agency's commitment to serving all people during times of need, please describe any programs you organize or participate in to build trust, foster positive relationships, and ensure that diverse community voices are included in the planning and decision-making in your service area. A few examples might include activities like participating in events hosted by local nonprofits, schools, or community-based organizations such as National Night Out; attending HOA or neighborhood meetings in underserved areas; or finding other welcoming ways for residents to meet first responders, ask questions, share their experiences, and provide input on district planning and practices. (150-word limit)

B10. Bonus Question (optional): Is this grant request collaborative with other fire districts, or could it be? e.g., Can/will these resources be shared with another agency or response area? Have you reached out to other agencies to see where duplicative services or requests might be combined for shared used, cost savings, or volume discounts? (Briefly describe)

Section C: Timeline, Detailed Funding Request & Other Attachments

C1. Project or Request Timeline: Provide a general project timeline, including key milestones such as purchase or 'in service' dates for equipment, project duration, and the timeframe for spending the funds. (Note: Grant funds must be used within one year of issuance.)

C2. Estimated Cost Summary: Provide a brief narrative with summarized amounts for the expenses included in your application. Ensure your descriptions are clear and concise.

Note: You will be asked to upload itemized estimates in C.3. that include:

- (a) Item(s) to be purchased OR summary of costs by category or item,
- (b) Personnel/labor (i.e., personnel time if tied to the project for development, project layout, administration, and implementation),
- (c) Supplies/materials or construction estimates.
- (d) Other (consulting time, programming expenses, etc.)

C3. Supporting Documents (Attachments)

- **Itemized documentation of requested expenses:** (e.g., cost estimates, vendor quotes, spreadsheet, etc.) (required)
- **Most recent annual budget OR summary of annual revenues and expenditures** (required)
- **W-9 signed within the past six months.** (Note: The name and address provided in A1 MUST MATCH the name and address on the W-9.)
- (Optional, but encouraged) **Photos or other documents** showing the nature of your request or the reason that funding is needed (files must be 10MB or less)

Completion of Project Requirements:

Boulder County requires reporting and documentation from awardees. A final report outlining the project's accomplishments must be submitted within one year, unless significant capital expenses are granted. Please be prepared to provide the following after your proposal is implemented:

- Brief narrative describing the use of funding
- Receipts (or proof of purchase) for purchased items,
- List of partners who contributed to the project (if applicable),
- Digital photos showing grant award funds in use.