

COMPETITIVE GRANT GUIDELINES FY2025

Bureau of Emergency Medical Services Utah Department of Public Safety

Introduction

The Legislature established the EMS competitive grants program for the purpose of improving the statewide delivery of emergency medical services with focus on rural Utah. Competitive grants are available for use specifically related to the provision of emergency medical services. **Competitive grants are available only to EMS Licensed agencies existing in counties of the third through sixth class. There is no match requirement for this grant.** This program is administered by the Bureau of Emergency Medical Services, Department of Public Safety, through Rules established by the EMS Committee.

These guidelines provide specific information relevant to the grant application process, scheduling, and other special conditions. Careful adherence to these guidelines will assist the Department and the Grants Subcommittee in evaluating local needs and fairly allocating grant resources.

Because grant funding amounts may change during the evaluation process, the EMS Grants Subcommittee may adjust award amounts.

During FY2025, each licensed ground ambulance provider may request grant funds for:

1. Equipment and/or Vehicle
OR
2. Recruitment, training or retention of EMS providers
OR
3. A combination of the two categories above.

The Grants Subcommittee will provide a recommendation to the EMS Committee for approval of the grants requests.

FY2025 Competitive Grant Application Process

During Fiscal Year 2025, the Bureau of Emergency Medical Services, will consider awarding earmarked competitive allocated funds to licensed ground ambulance provider grant applicants. Grantees shall be limited to entities that are licensed and provide emergency medical services in a third through sixth class county classification. Non-licensed, designated, or non-designated agencies **ARE NOT** eligible for competitive grants. **Grantees must be in full compliance with the EMS Systems Act and all applicable EMS rules.** Application forms are available online: <https://bemsp.utah.gov/operations-and-response/grants/>. For more information please contact Gay Brogdon at: (801) 520-6610, email: gbrogdon@utah.gov, or by mail at P.O. Box 141775, Salt Lake City, Utah 84114-1775.

The schedule for the application process is as follows:

1. Completed forms and **one** signed application must be emailed to Gay Brogdon, gbrogdon@utah.gov or **received** by the Bureau of EMS, P.O. Box 141775, Salt Lake City, Utah, 84114-1775 or delivered to 4501 S 2700 W, Taylorsville, Utah no later than **5:00 p.m. (MST) May 31, 2024** Applications must be filled out completely. Incomplete applications may be rejected by the EMS Grant Committee. **All forms must be typed or computer generated. If an eligible provider needs assistance with applying, please call 801-520-6610.**
2. Competitive grants applications for Fiscal Year 2025 do not need to be prioritized by their county. The competitive grant application is in addition to already submitted Per Capita applications for FY2025.
3. In June 2024, the Grants Subcommittee will meet to review their recommendations for funding grants to the EMS Committee.
4. In July 2024, the Grants Subcommittee will present recommended funding to the EMS Committee for consideration of approval.

JUSTIFICATION

There must be adequate justification for the grant. Applicants without justifications may be excluded. **Detailed explanations of current need(s) are mandatory.** The Grant Subcommittee needs a detailed plan of your intentions with these funds and the ability to use them to help your EMS program succeed. The committee's goal is to award funds which they believe create the greatest benefit to improve EMS services within the State.

If requesting funds for equipment and/or ambulance, justify the need. Include information of current equipment status, age, ability to meet demands of service, etc.

The competitive grants in **FY2025** will only be awarded **as a one-year grant** because of limited funds appropriated through legislation.

Use of previous year(s) grant awards demonstrating achievement of program goals may affect awards for the upcoming grant requests. Also, the financial need of the applicant may be considered in determining grant awards.

The Grants Subcommittee desire is to assist as many rural ambulance providers as possible to ensure statewide provision of this essential service. Awards will occur in the following order to assist with this goal.

The first \$1,000,000 will be awarded equally to all eligible providers who provide a proper application and justification.
then

Each agency's' application will be rated using a rubric form that will assist in determining greatest need and benefit. After the first \$1,000,000 is awarded to eligible providers the maximum amount of additional funds an agency may receive will be limited to the following formula. 150% of remaining funding would be divided by the number of eligible applicants.

Example: **IF** \$2,200,000 is available for FY2025. First \$1,000,000 is divided equally amongst (40) eligible applicants. Assume all applicants applied for \$25,000 or greater. They receive \$25,000 each. The balance of \$1,200,000 times 150% equals \$1,800,000. \$1,800,000 divided by the 40 applicants equals \$45,000. This is the maximum amount an applicant may receive in addition to their initial amount of \$25,000 for a total of \$70,000. The rating of your application will determine whether you receive \$0-\$45,000 additional funds on top of the equally distributed amount awarded. Total grant funds awarded are limited to funds available, needs expressed in application and improvements of provision of service. Please apply for funds that provide the greatest benefit and **no more** than needed.

(See the attached Rating and Ranking Rubric that will be used by the EMS Grant Committee to determine the awards. The value in the last column represent total points possible.)

Ambulance and or other EMS quick response vehicles are eligible with the maximum funding limited to the formula above due to limited funds available. No "off road" vehicles such as all terrain vehicles (ATV) utility task vehicle (UTV) or water craft vehicles are eligible.

Also needed:

The Grants Subcommittee has the option to limit funding based on justified need or funds available. **Please DO NOT request more funds that your agency will need. Any funds not spent must be returned to the Office.**

Tax Identification – "Request for IRS Taxpayer Identification Number and Certification Form" (W-9) is required **only** if your agency has changed addresses. One can be obtained by contacting Gay Brogdon or the IRS website <http://www.irs.gov/pub/irs-pdf/fw9.pdf>.

Grant Proposal Preparation Assistance or Questions

We recognize there may be questions regarding the program. It is the desire of the Bureau of EMS, the Grants Subcommittee and the State EMS Committee that the grant process be as simple and easy to accomplish as possible. We strongly encourage you to contact your Regional Consultant or Gay Brogdon for assistance in grant preparation. Contact Information:

Linda Simmons, RC (Carbon, Daggett, Duchesne, Emery, Grand, San Juan, Summit, Uintah, Wasatch)	435-459-1549	lindasimmons@utah.gov
Dan Camp, RC (Box Elder, Cache, Juab, Morgan, Rich, Tooele)	801-560-2821	dcamp@utah.gov
Marcy Willits, RC (Beaver, Garfield, Iron, Kane, Millard, Piute, Sanpete, Sevier, Wayne)	801-541-5740	mwillits1@utah.gov
Gay Brogdon, Grants Coordinator	801-520-6610	gbrogdon@utah.gov

ALL GRANT APPLICATIONS Will be AVAILABLE on the Bureau website:

<https://bemsp.utah.gov/operations-and-response/grants/>

EMS Rating and Ranking Criteria and Project Score Sheet									
Agency:		Total Project Cost:		\$0.00	Non-Bureau Funds:		\$0.00		
		Request:		\$0.00	Source of Funds:				
Rating and Ranking Criteria Description		Data Range/Score (Mark only one for each criteria)					Score:		
1	Capacity To Carry Out The Grant: Rated by state staff. (See Note #1 for scoring)	5 points	4 points	3 points	2 points	1 points			5
2	Bureau Funds Requested Per Capita: Bureau funds requested divided by the number of project beneficiaries.	\$01-100.99	\$101-200.99	\$201-400.99	\$401-800.99	\$801 or >			5
		5 points	4 points	3 points	2 points	1 point			
3	Percent Of Non-Bureau Funds Invested In Total Project Cost: Non-Bureau Funds Amount, Divided by Total Project Cost, Multiplied by 100.	>50%	>40%	>30%	>20%	>10%	<10%		6
		6 points	5 points	4 points	3 points	2 point	1 points		
4	Non-Bureau Funds Secured: Non-Bureau funds have been Secured, Partially Secured, or Applied for.	Secured	Partial	Applied	Unknown				3
		3 points	2 points	1 point	0 point				
5	Jurisdiction population.	<500	501-1000	1001-5000	5001-10000	10001-25000	>25001		5
		5 points	4	3	2	1	0		
		5 Points	4 Points	3 Points	2 Points	1 Point			
6	Jurisdiction Leadership	Volunteer	Volunteer with Stipend	Part Time Employee	Contracted or Full Time Unbenefitted	Full Time Benefitted			5
		County	Portion of County	Community	Portion of Community				5
		5 points	4 points	3 points	1 point				
8	Does this agency have special taxing authority (SSD, Ambulance District, Fire District)	No	Yes						5
		5 points	0 points						
9	Narrative Effectively Details the Use of Funding and Is Clear and Well Stated. Application contains adequate documentation. The overall project is well outlined.	Excellent	Very Good	Good	Insufficient	Poor	Non-Existent		5
		5 points	4 points	3 points	2 points	1 point	0 points		
10	Includes Detailed Budget and List of Expenditures	Yes	No						2
		2 points	0 point						
11	Non Resident Transport Percentage (Tourism Impact)	>60%	50-60%	40-49%	30-39%	<30%			5
		5	4	3	2	1			
12	Project Maturity: (See Note #12 for scoring)	2 Points	1 point						2
13	Applicant Funded In Previous Years:	2020 and Prior	2021	2022	2023				4
		4 points	3 points	2 points	1 point				
14	Project Priority: As Determined by the EMS Grant Committee.	Recruitment and Retention Efforts	Staff / FTE Support	Training	Vehicle Purchases	Equipment			5
		5 points	4 points	3 points	2 points	1 point			
15	Health And Safety: Does the project address serious health and safety threats to personnel or public.	Yes	Partially	No					3
		3 points	2 points	1 point					
16	Pro-active Planning: Does the application reflect a proactive planning and solution process.	5 points	4 points	3 points	2 points	1 point			5
17	Overall Impression of Need* (Committee Member Justification should be written in the Notes)	Extreme Need	Moderate Need	Average	Less Than Critical	Not Critical			20
		20	15	10	5	0			
						Total Score:			90
Notes:									
#1 - This score will come from the Bureau state staff. Staff will look at past performance, completion and reporting history.									
#12 - One point will be awarded if an RFP process has been followed for equipment purchases. One point will be awarded if project plans are completed for the project or a vendor has been selected for an equipment purchase.									