

DISCUSSION

Background:

This is the second round of funding proposals to a grant program established by your Board on July 13, 2004. The specific requests in this report are for funding from a \$75,000 dollar allocation your Board made to *Fire Safe Councils, Fire Planning & Education*. This allocation provides a funding pool for fire safe councils (FSC) within Humboldt County to carry out projects identified in the current draft of the Humboldt County Master Fire Protection Plan (MFPP) that are consistent with Title III allowable uses.

On March 22, 2005, for the first round of the grant program, your Board approved funding for a group of FSC support projects. Funding for these projects was drawn from the \$75,000 dollars previously allocated for that purpose. This decision left a remaining un-obligated amount of \$15,000. The second application round for this remaining funding was initiated on April 13th, 2005.

Application Process:

A call for applications for the second round of the Title III grant program went out on April 13th, 2005. Information about the program and how to apply was publicized in a variety of local newspapers either as a public service announcement or a news article. The grant program was also publicized through local radio broadcasts, emails sent out to local fire safe councils (FSCs) and citizens who expressed interest in starting a FSC during the Humboldt County Community Fire Planning outreach process.

The Humboldt County Title III Project Application was posted on the Humboldt County Community Development Services website, and emailed as an attachment to local FSCs and interested citizens. To view this application go to the Humboldt County Community Development Services website (<http://www.co.humboldt.ca.us/planning/>) and look in “news and update”.

The deadline for application submittal to the Planning Division for preliminary evaluation was May 31st, 2005. During the application period planning staff provided application assistance support to interested FSC members. Planning staff received one application from the newly formed Fruitland Ridge FSC. After the conclusion of the application period, planning staff worked closely with the applicant to make a few necessary alterations to assure that the proposed project was consistent with the allowable uses of Title III funding.

In response to the low number of grant proposals submitted for this last application period, planning staff prepared a proposal to build local FSC capacity throughout the county. The proposal outlines a workshop format designed to initiate improved coordination and communication between local FSCs. The workshop will also provide opportunities for FSC members to gain skills relevant to the fire prevention and community education goals (see complete proposal in attachment 1). At their June 12th meeting the Humboldt County Fire Safe Council unanimously approved of this proposal.

Recommended Projects:

On the basis of their compatibility with the allowable uses of Title III and the Humboldt County Fire Safe Council Project Ranking Criteria staff is recommending funding for the two grant applications submitted to the program. (Full copies of the grant applications and associated grant ranking criteria checklists can be found in Attachment 1):

Applications submitted for the Local Fire Safe Councils Fire Planning & Education allocation (\$75,000)		
<i>Project Name</i>	<i>Applicant Organization</i>	<i>Amount requested</i>
Fruitland Homeowner’s At-risk Education	Fruitland FSC	\$3,075
Support Workshop for Humboldt County Fire Safe Councils	Humboldt County Community Development Service, Planning Division	\$6,250
Total amount requested		\$9,325

FSCs form to enhance the effectiveness of fire protection and prevention by securing grant funds and volunteer support for fire hazard reduction projects and community fire-safety education. Taking the recommended action will enable FSCs in Humboldt County to build strong foundations from which they can work to increase the protection of their communities from wildfire.

Fully funding these two grant proposals will leave a remaining \$5,675. The availability of these remaining funds for local FSC support projects will be publicized until they are fully expended

FINANCIAL IMPACTS

Funds for these programs currently reside in a County trust fund (HR 2389 Title III) and do not come from the general fund. Revenue account 1100277-505010 was created for this grant program with \$170,000 in expense account 1100277-3100, “Title 3 Grant Program”. Taking the recommended action will leave a remaining \$5,675 in the account.

OTHER AGENCY/DEPARTMENT INVOLVEMENT

Because the USDA Forest Service was the source of these County funds, a copy of this report was sent to Six Rivers National forest as a courtesy. The recommendations in this report were also reviewed by County Council and the County Auditor.

ALTERNATIVES

The Board has numerous alternatives available associated with these program monies. These include adjusting the dollar amounts requested in each project proposal, adding or deleting components, or soliciting additional input for program proposals. As long as the eligibility criteria and regulations are followed, the Board has the discretion over what projects are funded.

ATTACHMENTS

Attachment 1: Humboldt County Title III Project Applications

ATTACHMENT 1: Humboldt County Title III Project Applications

The attached includes both grant applications preceded by a staff summary of compliance with the grant ranking criteria.

TITLE III GRANT RANKING CRITERIA CHECKLIST

Applicant Organization: Fruitland Fire Safe Council
Project Number: FSC-1 second round
Project Name: Fruitland Homeowner's At-Risk Education

Type of project allocation:

- Fire District & Department Funding Assistance** - A funding pool for Fire Districts and Fire Departments to carry out projects identified in the draft Humboldt County Fire Plan and which are consistent with Title III allowed uses.
- Local Fire Safe Councils Fire Planning & Education** - A funding pool for Fire Safe Councils in the County to carry out projects identified in the draft Humboldt County Fire Plan which are consistent with Title III allowed uses.

Humboldt County Fire Safe Council Project Ranking Criteria	Compatible With Criteria
1. Comply with the requirements of Title III.	X
2. Are consistent with the recommendations (chapter 5) in the current draft of the Humboldt County Master Fire Protection Plan (MFPP)	X
3. Have a funding cap of \$15,000 for FSCs and \$10,000 for fire departments and are achievable within a year of receipt of funding bearing extenuating circumstances.	X
4. Place priority on rural areas (population based)	X
5. Support existing fire departments or FSCs, or the formation of a new FSC.	X
6. Include fiscal accountability, with a line item for reporting project results.	X
7. Where applicable, demonstrate coordination between local fire departments and FSCs.	X
8. Strive to increase level of community participation in FSCs and fire departments.	X

Planning Staff Recommendations:

The Fruitland Fire Safe Council proposal is consistent with all of the Humboldt County Fire Safe Council Project Ranking Criteria. The proposed project is in line with the allowable uses of Title III under Category 5: Fire Prevention and County Planning. If implemented, this project would satisfy the education components of this Title III category. The project is consistent with the recommendations in the MFPP that emphasis the need for educating homeowners about fire safety methods, support the use of Title III funds to aid FSCs in the accomplishment of their goals, and encourage compliance with state and County firesafe ordinances, and promote hazardous fuels reduction. The funding request is well below the recommended cap and Fruitland is considered to be a rural area. The proposed work plan for the project has a line item for reporting to

the county on progress and fiscal sponsorship responsibility taken on by the local fire department demonstrates that there is coordination between fire prevention and protection entities in this community. The design of the proposed project will increase the level of community participation in the local FSC by showcasing some of their work and bringing in locals to volunteer their time to the effort.



PLANNING DIVISION
COMMUNITY DEVELOPMENT SERVICES

COUNTY OF HUMBOLDT

3015 H STREET

EUREKA, CALIF. 95501-4484 PHONE (707) 445-7541

Office Use Only: Date Received

6-23-05

Application #

FSC-1 Fruitland

HUMBOLDT COUNTY TITLE III PROJECT APPLICATION

(Applications for the Fire Prevention and County Planning category of Title III)

Applicant Organization Name: FRUITLAND FIRE SAFE COUNCIL

Please check applicable box:

- Fire Safe Council (FSC)/Fiscal Sponsor-Fruitland Volunteer Fire Company
- Fire Department (District or non-district)

Organization Address: 10189 DYERVILLE LOOP ROAD

City: Myers Flat

State: CA

Zip: 95554

Contact Person Name: BEVERLY BULL

E-mail: lake_95554@yahoo.com Fax: 707-943-1753

Phone: 707-943-3612

Project Name: FRUITLAND HOMEOWNER'S AT-RISK EDUCATION

Amount Requested: \$3075

Select the applicable project allocation:

- Fire District & Department Funding Assistance*** - A funding pool for Fire Districts and Fire Departments to carry out projects identified in the draft Humboldt County Fire Plan and which are consistent with Title III allowed uses.
- Local Fire Safe Councils Fire Planning & Education*** - A funding pool for Fire Safe Councils in the County to carry out projects identified in the draft Humboldt County Fire Plan which are consistent with Title III allowed uses.

Project Information:

Please provide the information requested below, limiting your response to a maximum of 5 pages to address all 7 subjects.

1. Describe proposed project:

This project is going to demonstrate what a Fire Safe Home property looks like.

We are going to Fire Safe a highly visible property at Elk Creek Road. Owner is in her 80's and unable to help herself.

At least 99% of local residents have to pass by this property.

We will do this by using or renting equipment for volunteers to remove brush and grasses, reduce fuel ladder where necessary surrounding our project home. This will be done to show what a fire safe home complying with the defensible 100 foot space should look like.

At completion we are planning to erect a professional quality sign stating, "This is a Fire Safe Home with 100 feet defensible space...Fruitland Fire Safe Council." This sign will be alongside the property line at the roadside.

2. Describe Goals and Objectives of the proposed project:

GOAL: Public education and awareness about how to Fire Safe a defensible space around our homes and what defensible space looks like.

OBJECTIVES:

Gather support for the Fruitland Fire Safe Council

Recruit more active personnel for the Fruitland Fire Safe Council

Inspire local homeowners to buy into making a defensible space around their homes.

Get inspiration for what project will take the next priority.

3. Explain how the project is consistent with either of the authorized uses for the Fire Prevention and County Planning category of Title III funding (see attachment 1):

This is an effort to educate homeowners in techniques for fuel reduction and home landscaping that can increase protection to people and property from wildfire.

The Fruitland Fire Safe Council is planning a practical hand-on demonstration of fire safe fuels reduction on a roadside property that 99% of Fruitland homeowners must drive past and view.

4. Explain how the project links to the Humboldt County Fire Safe Council's (HCFSC) project ranking criteria (see attachment 2):

5.2D: The lack of awareness of wildfire risks results in a false sense of security and inadequate preparation by some rural residents.

The general Fruitland community still misunderstands what a Fire Safe Council does. Nor do they understand defensible space. We have mailed fliers, made phone calls and posted meeting date signs with little effect on increasing attendance at Fire Safe meetings. Our core group is going to perform the fuels reduction to clear the 100 feet zone now required by California law.

5. Describe how project results will be measured and reported to Humboldt County Planning.

Project "At-Risk" results will be measured with before and after photos of our Fire Safe Demonstration house. Objective results will be measured with attendance rosters to Fruitland Fire Safe meetings, newly identified projects and photo evidence of homeowners starting to do self-fuels reduction.

6. Describe your organizations qualifications and capabilities to carry out this project:

Our core membership have organized and successfully completed 30 years of projects on Fruitland Ridge. All are retired Fruitland Volunteer Firefighters. We see the extreme need for fuels reduction, fire preplanning, water storage, safe ingress and egress routes, and public education. This area is at very high risk for wildland fires as viewed on CDF fuel load GIS maps. Something needs to be done and we are determined to make this happen. Our own homes depend on it. The Fruitland Fire Safe council has the fiscal sponsorship of the Fruitland Volunteer Fire Company, Incorporated. Members of the Fire Company will be present with a Fire Engine and Medical Support during all operations to support the Fire Safe Volunteers.

7. If the requested funding from Title III is being used as a local match to leverage additional funding, please describe the source and the amount of the additional funding:

Not Applicable

Project Name: Fruitland Homeowner's At-Risk Education

PROJECT WORK-PLAN*

Sequential Tasks	Time Frame (months)	Responsible Party	Cost Estimate
Define project	One	Group	0
Acquire landowner's permission	One	Debra Lake	0
Determine insurance costs or responsibility	One	Debra Lake	0
Photograph project "Before" view	One	Debra Lake	0
Calendar of work dates	One	Group	0
Design and mail fliers to community announcing project dates, times and recruit volunteers and their equipment	Two	Group	\$100
Number of workdays to be determined as project commences for equipment use associated with clearing of property	2 - 6 months	Group	\$1500
Get roadside sign designed, made and installed	6 + months	Group	\$850-\$1000
Report to Humboldt County Planning Department	6 months	Group	0
TOTAL			<\$3500
* Note: Projects that can be completed in one year are ranked higher			

Project Name: FRUITLAND HOMEOWNER'S AT-RISK EDUCATION

BUDGET INFORMATION

EXPENSES

COST CATEGORIES	FUNDING SOURCES			TOTAL
	Title III Request	Applicant Contribution	Other Cash Funds	Total
Personnel	\$0	\$0	\$	\$
Travel	\$75	\$150	\$	\$
Equipment	\$1500	\$3000 DONATED USE	\$	\$
Supplies	\$400	\$	\$	\$
Other_SIGN____	\$1000	\$	\$	\$
Other_OUTREACH MAILING	\$100	\$	\$	\$
Total Expenses	\$3075	\$3150	\$	\$
REVENUES				
Committed	\$	\$	\$	\$
Pending	\$	\$3150	\$	\$
Proposed	\$3075	\$	\$	\$
Sub-Total	\$3075	\$	\$	\$
In-Kind 80hrs X \$20	\$	\$1600	\$	\$
Total Revenues	\$3075	\$4750	\$	\$

TITLE III GRANT RANKING CRITERIA CHECKLIST

Applicant Organization: Humboldt County Community Development Services, Planning Division
Project Number: FSC-2 second round
Project Name: Collaboration and Capacity Building among the Humboldt County Fire Safe Councils

Type of project allocation:

- Fire District & Department Funding Assistance** - A funding pool for Fire Districts and Fire Departments to carry out projects identified in the draft Humboldt County Fire Plan and which are consistent with Title III allowed uses.
- Local Fire Safe Councils Fire Planning & Education** - A funding pool for Fire Safe Councils in the County to carry out projects identified in the draft Humboldt County Fire Plan which are consistent with Title III allowed uses.

Humboldt County Fire Safe Council Project Ranking Criteria	Compatible With Criteria
8. Comply with the requirements of Title III.	X
9. Are consistent with the recommendations (chapter 5) in the current draft of the Humboldt County Master Fire Protection Plan (MFPP)	X
10. Have a funding cap of \$15,000 for FSCs and \$10,000 for fire departments and are achievable within a year of receipt of funding bearing extenuating circumstances.	X
11. Place priority on rural areas (population based)	X
12. Support existing fire departments or FSCs, or the formation of a new FSC.	X
13. Include fiscal accountability, with a line item for reporting project results.	X
14. Where applicable, demonstrate coordination between local fire departments and FSCs.	X
8. Strive to increase level of community participation in FSCs and fire departments.	X

Planning Staff Recommendations:

The County Planning proposal is consistent with all of the Humboldt County Fire Safe Council Ranking Criteria. The proposed project is consistent with many of the recommendations in the MFPP, the funding request is below the recommended cap, and if implemented the project will benefit local FSCs in rural areas of the county. The proposal includes a line item for reporting on the project's progress. One of the objectives of the project is to not only cultivate increased coordination among local FSCs but also between FSCs and fire departments. If implemented the project will help to strengthen local FSCs and help them reach out to their communities to increase public involvement and commitment to fire safety.



PLANNING DIVISION
COMMUNITY DEVELOPMENT SERVICES

COUNTY OF HUMBOLDT

3015 H STREET

EUREKA, CALIF. 95501-4484 PHONE (707) 445-7541

Office Use Only: Date Received _____ Application

HUMBOLDT COUNTY TITLE III PROJECT APPLICATION
*(Applications for the Fire Prevention and County Planning
category of Title III)*

Applicant Organization Name: Humboldt County Community
Development Services, Planning Division

Organization Address: 3015 H St.
City: Eureka **State:** CA **Zip:** 95501

Contact Person Name: Cybelle Immitt

E-mail: cimmitt@co.humboldt.ca.us **Fax:** (707) 4457446
Phone: (707) 268-3736

Project Name: Collaboration and Capacity Building among the
Humboldt County Fire Safe Councils

Amount Requested: \$6,250

Project Information:

Please provide the information requested below, limiting your response to a maximum of 5 pages to address all 7 subjects.

1. Describe proposed project:

The California State Fire Safe Council (State FSC) recommends that emerging FSCs network with members of more seasoned FSCs. The State FSC website states that 'established Councils [FSCs] have already experienced many of the growing pains a new Council may experience and can provide insight on what works and what doesn't'. In the spirit of this recommendation Humboldt County Planning proposes to conduct a workshop designed to initiate coordination and communication among local fire safe councils (FSCs) in Humboldt County.

The workshop will be designed to encourage presentations from the more established local FSCs in Humboldt County. In this way local FSCs may learn from one another and support their mutual mission of reducing the risk of wildfire damage to their respective communities. The workshop will provide a forum for the sharing of ideas, the teaching of skills necessary for running a successful FSC, and the creation of materials that will help FSCs achieve their goals.

Representatives from local FSCs will prepare presentations and materials that will summarize lessons learned from their experience. Local FSC presenters will provide recommendations for how to avoid common pitfalls and how to build a strong community FSC. Additionally representatives from agencies and organizations that support the activities of FSCs will make presentations in order to add to the dialogue between diverse local experiences and management and policy.

The workshop will be a one-day event held in a centrally located venue. The event will be widely publicized so that interested members of the public are well aware of the opportunity to participate. Additionally, participants will be specifically invited from existing local FSCs, local fire departments, communities in need of FSCs, the California Department of Forestry and Fire Protection (CDF), Six Rivers National Forest, and the Bureau of Land Management (BLM).

Through this grant, planning staff will work closely with representatives of local FSCs to design a process and workshop agenda that best meets the needs of their respective communities. Priority will be placed on workshop topics and activities that will yield tangible benefits to FSCs.

2. Describe Goals and Objectives of the proposed project:

The goal of this workshop is to reduce the risk of wildfire damage to Humboldt County communities and resources by supporting

the development of local community fire safe councils.

The objectives of the workshop are to:

- Identify common challenges that local FSCs face and document a range of possible strategies for addressing these challenges.
- Provide local FSCs with the opportunity to network and share successes and failures (lessons learned).
- Achieve participation from each local FSC (both established and emerging councils).
- Gain an understanding of the geographical and administrative regions served by each FSC and resolve any confusion regarding areas of overlap.
- Provide local FSCs with better strategies and tools relevant to achieving administrative, funding, business management, outreach and education, and other goals
- Compile a list of resources available to FSCs and make it available on the web.
- Establish a means of continued communication and coordination among local FSCs (semi annual newsletter, mailing list, list-serve, website...)
- Identify the roles and responsibilities of all parties involved in fire prevention, protection, and management.
- Initiate a mechanism for tracking and coordinating fuels reduction projects throughout Humboldt County.
- Establish a strong link between local FSCs and local fire departments in areas where these links do not already exist.
- Share ideas about how to increase community participation in the activities of local FSCs.
- Integrate diverse lessons learned and successes into a more coherent set of strategies, methods, and ways to partner, both locally and regionally.

3. Explain how the project is consistent with either of the authorized uses for the Fire Prevention and County Planning category of Title III funding (see attachment 1):

This project will aid local FSC in their efforts to educate homeowners in fire-sensitive ecosystems about the consequences of wildfires and techniques in home sitting, home construction, and home landscaping, thus increasing the protection of a broad range of rural and urban communities and property from wildfires. This is consistent with the education component of the Title III allowable uses.

4. Explain how the project links to the Humboldt County Fire Safe Council's (HCFSC) project ranking criteria (see attachment 2):

This project meets all of the ranking criteria set by the Humboldt County Fire Safe Council. The project fits within the allowable uses of Title III by aiding FSCs in their mission to educate homeowners about techniques that will increase the protection of their communities from wildfire.

The project is consistent with many of the recommendations in Chapter 5 of the current draft of the Master Fire Protection Plan (Fire Plan). The specific Fire Plan recommendations addressed by the proposed project are 5.2-1 and 5.2-2 by providing FSCs with tools necessary to better educate homeowners in their respective areas and to improve coordination of this effort; 5.2-5 by establishing a means by which FSCs can maintain a high level of communication countywide; 5.2-7 and 5.6-3 by requesting Title III funding to implement Fire Plan recommendations and improve coordination and planning; and 5.4-3 to 5.4-5 by improving the ability of FSCs to plan and establish fire hazard mitigation and fuels reduction programs and to better coordinate these efforts.

The funding request in this proposal is well below the cap of \$15,000 and the work plan can be completed within a year. The project is aimed at supporting local FSCs in Humboldt County which are all located in the rural areas of the County. County Planning is fiscally accountable and a line item is included in the work plan for reporting project results. Coordination between local fire departments and FSCs is demonstrated in this proposal by one of the objectives of the workshop to establish a stronger link between these two entities. Fire department personnel will be invited to participate in the workshop as a way for them to learn how coordinating their efforts with local FSCs can complement their mission. One of the objectives of the workshop will be to provide information on how to increase the level of community participation in FSCs.

5. Describe how project results will be measured and reported to Humboldt County Planning.

Once the workshop has been successfully completed the Planning staff will write up a report on the achievements and outcomes of the event. Such details will include the number of participants, a copy of the agenda used for the workshop, evaluation sheets filled out by participants, and an assessment of how well the program served its purpose. This report will be filed at Humboldt County Planning with all other such progress reports associated with the Title III grant support program.

6. Describe your organizations qualifications and capabilities to carry out this project:

Humboldt County Community Development Services has administered numerous grants involving a range of funding agencies and dollar amounts. The amounts range from a few thousand dollars to multiple millions. Additionally, members of the Humboldt County

Planning staff have been working closely with local FSCs through the development of the Humboldt County Master Fire Protection Plan (MFPP) and coordination of the Humboldt County Fire Safe Council (HCFSC). Through this work, staff has gained an understanding of who the representatives are from each local FSC and where it makes sense to encourage the development of new FSCs. County Planning is in a good position to coordinate the countywide workshop outlined in this proposal.

7. If the requested funding from Title III is being used as a local match to leverage additional funding, please describe the source and the amount of the additional funding:

N/A

Project Name: **Collaboration and Capacity Building Among the Humboldt County Fire Safe Councils**

PROJECT WORK-PLAN*

Sequential Tasks	Time Frame (months)	Responsible Party	Cost Estimate**
Workshop preparation: <ul style="list-style-type: none"> • Locate venue, • secure a facilitator, • design workshop format and agenda, • survey local FSC • send out mailers, • publicize workshop through the media, • conduct participant registration, • prepare workshop materials and presentations, • secure necessary equipment, • coordinate with workshop presenters, • arrange for refreshments 	Begin process 6 months before workshop	Planning staff, facilitator	Staff \$1,000 Facilitator \$500 Materials \$600 Lunch/Refreshments \$300
Subtotal			\$2,400
Conduct workshop <ul style="list-style-type: none"> • Planning staff will work with the Facilitator to conduct the workshop • Coordinate the presenters • Serve refreshments 	One day	Planning staff, facilitator, presenters	Facilitator \$1,000 Staff \$450 Presenter stipends \$800 Travel reimbursement for participants \$500
Subtotal			\$2,750
Workshop follow up <ul style="list-style-type: none"> • Write up workshop summary and send to participants and post on County website • Tabulate feedback forms • Create mailing list • Conduct workshop debrief with organizers • Assemble FSC resource guid • Thank presenters 	Within a week of the workshop	Planning staff	Staff \$750 Materials \$200
Subtotal			\$950
Reports: Prepare close of grant reports	Before yearend from the start date	Planning staff	Staff \$150
Subtotal			\$150
TOTAL			\$6,250

* Note: Projects that can be completed in one year are ranked higher
 ** If the cost estimate includes funding other than the requested Title III, please differentiate them by putting the Title III portion in parentheses after the total cost for that task.

Project Name: **Collaboration and Capacity Building Among the Humboldt County Fire Safe Councils**

BUDGET INFORMATION

EXPENSES

COST CATEGORIES	FUNDING SOURCES			TOTAL
	Title III Request	Applicant Contribution	Other Cash Funds	Total
Personnel	\$2,350 (six full staff days+/-)	\$	\$	\$
Travel	\$500 (\$.405/mile reimbursement for participant up to a cap of \$500)	\$	\$	\$
Equipment	\$	\$	\$	\$
Supplies	\$1,100	\$	\$	\$
Other: Consultant Facilitator	\$1,500	\$	\$	\$
Other: Presenter stipends	\$800	\$	\$	\$
Total Expenses	\$6,250	\$	\$	\$6,250
REVENUES				
Committed	\$	\$	\$	\$
Pending	\$	\$	\$	\$
Proposed	\$6,250	\$	\$	\$
Sub-Total	\$	\$	\$	\$
In-Kind	\$	\$	\$	\$
Total Revenues	\$6,250	\$	\$	\$6,250