



CITY OF SAN RAFAEL FIRE DEPARTMENT

WILDFIRE MITIGATION GRANT PROGRAM (WMGP GUIDELINES)

GUIDELINES FOR APPLICANTS

Overview of the Program

The City of San Rafael is offering a grant program to assist San Rafael property owners to reduce wildfire risks on their property. Qualifying work includes vegetation management within 30 feet of structures and home hardening efforts. The work completed will support the resident's compliance with the vegetation standards of San Rafael Municipal Code Chapter 4.12 or the California Fire Code 7A home hardening standards, which would include ember-resistant vents, dual-paned windows, etc. Only the person directly incurring the expense will be eligible for reimbursement. In general, this will be the property owner, however a renter that can provide documentation (such as a lease agreement) that the work is their responsibility may be eligible. This Grant Program is funded by the Marin Wildfire Prevention Authority (MWPA).

Available Funding

The City will offer up to \$500 per applicant to cover the expenses relating to vegetation management/fuel reduction and up to \$500 for home hardening. The \$500 grant does not require any matching funds. As an example, a resident may hire a contractor to remove juniper within 30 feet of a structure prior to a Marin Wildfire Prevention Authority/Fire Safe Marin chipper day and incur a bill of \$400. The City will reimburse the resident the full \$400 for that work.

The City will offer up to \$1,000 per applicant in matching funds for work relating to vegetation management/fuel reduction. The City will also offer up to \$1,000 per applicant in matching funds for work relating to home hardening (for example gutter screens, dual-paned windows, fire-resistant vents, etc). To receive the \$1,000 maximum for vegetation management/fuel reduction or home hardening, residents will need to provide documentation of \$2,000 or more in eligible expenses. As an example, if a resident spends \$1,500 on home hardening, the City will reimburse the resident \$750 for that work.

However, notwithstanding the foregoing, a resident is limited to a total of \$1,000 in assistance for vegetation management/fuel reduction and \$1,000 in home hardening/structural adaptations in a single calendar year. Eligibility for assistance in subsequent years may change and will be determined by the funding available. This assistance program is not intended to support routine or ongoing maintenance. At this time funds can only support risk reduction and not replanting or similar activities.

This program is separate and distinct from the direct assistance program, chipper program and partnership with AmeriCorps.

Residents may benefit from different MWPA project allocations, provided the work cost exceeds the total amount of the grants received. For example, for vegetation removal a resident cannot receive two \$500 grants for \$600 worth of the same work. However, a resident that spends \$10,000 may be eligible for two different \$1,000 grants.



Eligible Work/Related Costs

The following standards are meant to prioritize the most urgent risk reduction work and may be adjusted as community needs change.

For the work to be eligible, it must be:

- Within 30 feet of structures or within 10 feet of a roadway or along a driveway to meet the access zone standards outlined in the most recent defensible space evaluation report
- Completed by a licensed contractor
- Directly incurred such as the purchase of home hardening materials or disposal of vegetation

All work completed in 2021 will be eligible if it meets the above requirements and the resident can clearly demonstrate the work was eligible with before and after photos, or a defensible space evaluation report.

Process

Administration of the grant program shall follow the following procedure:

- Property owner/Resident is responsible for work to be completed
- Defensible space evaluation by the Department may occur before or after work is completed, provided before photos are available
- Property owner/Resident handles payment with the licensed contractor, or has directly purchased supplies
- Property owner/Resident submits required documentation to the Fire Department, including:
 - Before and After photos
 - Invoice/Bill outlining work completed or item receipt purchased and associated costs, must be specific to show eligible work. * For example, "Removal of Juniper" is eligible, however "landscaping" is not.
 - Proof of payment (receipt, credit card statement, etc.)
 - Signed Application
 - Signed Grant Agreement
- Once received, the Fire department will review the grant application packet within two to four weeks. If it is completely eligible and the work has already been completed, a grant will be awarded. Notice of grant approval or denial will be given within 30 days. Payment may take an additional 30 days to be received.

*If the receipt includes non-qualifying items, that item and any sales tax thereon will be excluded from consideration in the grant packet. For example, if a receipt from a hardware store includes vents and a snack or paint. The city will only pay for direct qualifying items and the sales tax will be excluded.



WILDFIRE MITIGATION GRANT PROGRAM (WMPG) APPLICATION



APPLICATION FORM

Legal Name: _____

Date: _____

Street Address: _____

City, State, Zip: _____

Email: _____

Contact Name: _____

Contact Phone Number: _____

I own this property I rent (provide proof of maintenance responsibility)

DESCRIPTION OF WORK

Description of your eligible project:

Type of project: Home Hardening Vegetation Management/Fuel Reduction

Total cost of eligible work: \$ _____ Reimbursement Amount requested: \$ _____

I certify that all information noted on this application is accurate and true.

Signature of applicant: _____ Date Signed: _____

REQUIRED DOCUMENTS FOR SUBMISSION OF GRANT APPLICATION

- Application Form
- Before/After Photos
- Copy of PAID Receipt(s)/Invoice(s)
- Signed Grant Agreement Form

Other assistance opportunities include Fire Safe Marin chipper days, Direct Assistance Programs, Other MWPA grants. If you are interested in any of these programs, please reach out to srfd.dspace@cityofsanrafael.org or call 415-485-3304

Wildfire Mitigation Grant Programs Agreement

THIS WILDFIRE MITIGATION MATCHING GRANT PROGRAMS AGREEMENT (“Agreement”) is entered into by and between _____ (“Applicant”), and the City of San Rafael through its San Rafael Fire Department (“Department”) (each a “Party”, and collectively the “Parties”), on the date signed below;

WHEREAS, Applicant desires to obtain a grant to assist with the payment for services done to fulfill vegetation management or home hardening requirements and follow the best practices in wildfire prevention (“Project(s)”), and the Department desires to provide a grant subject to, and in accordance with, the terms and conditions of this Agreement;

NOW, THEREFORE, in consideration of the promises set forth below, and for other valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows.

1. The Applicant has received and agrees to all terms and conditions of the Wildfire Mitigation Grant Program Guidelines (WMGP Guidelines) for Applicants, which is incorporated herein by reference.
2. All grant funds provided by the Department to the Applicant shall be used in accordance with the WMGP Guidelines for Applicants.
3. This agreement does not guarantee funds. The City reserves its discretionary right to distribute the limited funds in a way that promotes the greatest community risk reduction.
4. The Applicant shall indemnify, defend, and hold harmless the City of San Rafael, its respective directors, trustees, officers, employees, and agents (collectively “City”) from any claims, damages, losses, judgments, suits, liabilities, actions or causes of actions, including without limitation reasonable attorney’s fees and costs of litigation that result or arise directly or indirectly out of this Agreement, and/or the Projects funded by the grant program.
5. This Agreement is governed by the laws of the State of California. Any action brought in connection with this Agreement shall be filed in the Superior Court of Marin County, California.
6. By signing below, I certify that I am the property owner, or I am authorized to sign on behalf of the property owner for the property listed below.

I acknowledge and accept the terms and conditions of this Agreement.

Date:

Print Name:

Signature:

Title:

Street Address Benefitting from Grant: