



# GRANT APPLICATION

## APPLICANT AND DEPARTMENT INFORMATION

First Name	<input type="text" value="Robin"/>
Last Name	<input type="text" value="McGuire"/>
Title/Position	<input type="text" value="Grants Coordinator"/>
Organization/Department	<input type="text" value="Fort Bend County"/>
Department Tax ID #	<input type="text" value="74-6001969"/> (xx-xxxxxxx)
Address 1	<input type="text" value="Sheriff's Office"/>
Address 2	<input type="text"/>
City	<input type="text" value="Richmond"/>
State	<input type="text" value="Texas"/> ▼
Zip	<input type="text" value="77469"/>

Organization Phone Number	<input type="text" value="281-341-4681"/> (xxx-xxx-xxxx)
Organization Phone Ext	<input type="text"/>
Alternate Contact Name (Must be different from main contact/applicant)	<input type="text" value="Major James Hines"/>
Alternate Contact Number	<input type="text" value="281-341-8706"/> (xxx-xxx-xxxx)

## Information

Please complete all fields on the form.

**Alternate Contact Ext**

**Alternate Contact Email  
Address**

james.hines@fortbendcountytexas.gov

**Communities Served**

19

**Population**

685,345

**Number of Runs/Calls for  
Service Per Year**

2000

**(for fire, EMS and police only)**

**Local Approval Pre-Qualifications**

**(select the option that applies to your department/organization)**

- ☒ As required by our community, this request has been presented and approved by our local government as part of our process when applying for external funding.
- ☐ Our jurisdiction requires approval from local officials once the award is granted.
- ☐ Our jurisdiction does not require pre-approval from local officials.

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## REQUIRED DOCUMENTS

Attachments must be in the form of PDF, JPEG or Word Doc.

### Background/History

If there are multiple documents, they must be combined into one PDF document. Please note, file size cannot exceed 20 MB.

(history of the department or organization applying for funds.)

#### UPLOAD FILE

Fort Bend County SO Narrative.docx

### Recent quote for ALL requested equipment from a vendor with vendor contact information

If there are multiple documents, they must be combined into one PDF document. Please note, file size cannot exceed 20 MB.

(include sales tax where applicable and an estimated freight charge. If approved for funding Firehouse Subs Public Safety Foundation will NOT exceed the dollar amount quoted. Our Foundation is tax exempt in CO, FL, IL, IN, MA, MI, MN, MO, MT, NV, NM, OH, PA, RI, TN, TX, UT, VA, WV and Puerto Rico.)

#### UPLOAD FILE

Fort Bend County Equipment Quotes.pdf

### Most recent financial information

If there are multiple documents, they must be combined into one PDF document. Please note, file size cannot exceed 20 MB.

Our Board of Directors is looking for a balance of funds and financial stability. We recommend you reach out to your organization or city's accounting department for these requirements. Please note, revenue and expenses must be included in financials.

This is best shown with:

1. A balance sheet which consists of Assets (Cash Accounts, Accounts Receivables) and Liabilities (this is what you owe; Accounts Payables, Debt)

And/Or

2. A Profit & Loss Statement also called an income statement. This statement will list your income accounts and expense accounts.

## Information

The first four documents are required to complete the application.

- a. A budget showing income and expenses will also fulfill this requirement.
- b. Bank Statements which show an average balance can also fulfil this requirement. This will show income and expenses leaving your checking account, savings account, and any other bank account you may have.

\*\*\*A previous year's audit report will usually include everything needed. This is best when you are an organization that is funded by the city or county. If your organization is funded by a local government you may only have a budget for your department. If this is the case, please submit the local government's audited financials (normally found on their website) along with your specific department's budget.

**UPLOAD FILE**

Fort Bend County 2015 Comprehensive Audit.pdf

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#### Current inventory of major apparatus including special equipment

If there are multiple documents, they must be combined into one PDF document. Please note, file size cannot exceed 20 MB.

(i.e. thermal imagers, extrication tools, etc. / typed list of all major equipment)

**UPLOAD FILE**

Fort Bend County Sheriff's Office Inventory Report.pdf

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# GRANT APPLICATION

## APPLICATION REQUEST INFORMATION

Please select the type of grant you are requesting:

- ☒ Equipment Donation/Prevention Education Items
- ☐ Scholarships/Continuing Education
- Please note, our Foundation only reviews scholarship/continuing education grants connected with accredited schools
- For all-terrain wheelchair grant applications, please email [foundation@firehousesubs.com](mailto:foundation@firehousesubs.com) (mailto:foundation@firehousesubs.com) to request a paper all-terrain wheelchair grant application, please title the email All-Terrain Wheelchair Grant Request

If approved, the process for purchasing and taking delivery of equipment will be implemented in one of two ways:

**1) The Foundation Team will purchase the requested equipment based on your submitted quote.** The vendor will ship the equipment directly to your organization. Upon delivery, you will need to send a signed & dated copy of the packing slip to our Foundation.

OR

**2) The Foundation Team will draft a memo of understanding for both parties to sign, our Foundation will then send your organization a check directly.** Once the items have been received, you must send us all invoices signed and dated for auditing purposes to our Foundation.

**NOTE: It will be up to our Foundation to determine which procurement method will be used.**

What Equipment are you requesting for your department?

(210) Mustang Survival Universal Foam Vests - Life Jackets for our Sheriff's Office Patrol Department  
(60) Eight (8) foot heavy duty galvanized Steel Interlocking Barricades

Limit 300 characters

## Information

Please answer the questions with as much detail as possible.

What is the TOTAL cost of the equipment? (including sales tax and shipping, where applicable)

12072.00

☐ I understand that in order to be considered for funding, the total listed on the submitted quote must match the total above.

Briefly explain how the equipment will benefit your community and your department.

After the extreme rainfall Fort Bend County experienced in May of 2016, our goal as an office is to equip all of our patrol cars with one life vest. This vest will serve not only our patrol officers, but also, our community. We would be able to respond immediately to an evacuation or life threatening event. In addition, we are requesting barricades to help maintain the safety of our community by controlling traffic, especially during wrecks, floods, evacuations, etc.

Limit 500 characters

This would have a direct impact on more than  children in our community.

(For prevention education items)

This would have a direct impact on more than  senior citizens in our community.

(For prevention education items)

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# GRANT APPLICATION

## COMMUNITY IMPACT

Have you unsuccessfully reached out to the city for funds to purchase the equipment?

No, we have not reached out to the the county for these funds. At the time of the floods, the County Operating budget process was already underway for the upcoming fiscal year.

Was there a particular instance where a life would have been positively impacted if you would have had the equipment available?

In May of 2016, Fort Bend County experienced significant rainfall which led to the Brazos river rising to elevated levels. The river rose above 54 feet which flooded most of the unincorporated areas. These floods affected approximately 50,000 people in our area. Rescue missions were conducted in several neighborhoods, road were shut down for several days, and areas were blocked off and became restricted to our community. These life

What positive effects will the equipment specifically have? Please use statistics when possible.

In June 2016, FEMA declared a Federal Disaster Declaration for Texas Counties. During this flood, there was over 148 square miles flooded, \$13.9 million infrastructure damage, 1,245 damaged homes, and 50,000 people impacted. According to the US Coast Guard, 9 out of 10 drownings occur on inland waters. Also reported, In surrounding counties, there were 6 deaths of people who drove through high waters. Life vests and barricades

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## Information

Please answer the questions with as much detail as possible.



# GRANT APPLICATION

## FIREHOUSE SUBS RELATIONSHIP

(Please visit your nearest Firehouse Subs restaurant for this information.)

Name of franchisee of the Firehouse Subs location nearest you?

Raj Patel

Address of Firehouse Subs location nearest you:

23511 Brazos Town Crossing  
Rosenberg, Texas 77471

How far is this location from your department? 3.1 Miles

How did you hear about our organization?

The grant website [www.policegrantshelp.com](http://www.policegrantshelp.com) referred our department to your organization.

Has your department received funding from Firehouse Subs Public Safety Foundation in the past two years? This information will be verified, if submitted incorrectly it will result in an automatic denial.

☐ Yes ☒ No

It is strongly recommended and greatly appreciated that your organization acknowledges the donation by displaying our Foundation logo on donated items/equipment whenever possible. Please note that the artwork will need to be approved by our Foundation team before being displayed.

## Information

Please answer the questions with as much detail as possible.



If approved for funding we may facilitate a media presentation/press event at a local Firehouse Subs restaurant to demonstrate the equipment and acknowledge the donation. It may take up to a year depending on location and donation delivery time frame. In the meantime, we ask that any immediate media announcements regarding the grant award be approved by the Foundation.

By applying, you grant Firehouse Subs Public Safety Foundation (the “Foundation”) permission to use your organization’s name and identifying trademarks in connection with this application and in connection with the Foundation’s solicitations for support.

Initial Acceptance

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PIO (Public Information Officer) Name:

Bob Haenel

(If you do not have a PIO, please list a contact for event planning and publicity. This individual will need to be readily available by email and phone.)

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PIO Email:

bob.haenel@fortbendcoun

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PIO Phone Number:

281-341-4638

(xxx-xxx-xxxx)

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