



Commonwealth of Virginia  
Department of Fire Programs

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**VIRGINIA FIRE SERVICE GRANT  
PROGRAM AGREEMENT**

**Grant for Constructing or Repairing Burn Building or  
Fire Service Training Facilities**

**Statutory Authority: §38.2-401 of the *Code of Virginia***

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This Grant Agreement, made as of the \_\_\_\_\_ day of \_\_\_\_\_  
by and among the VIRGINIA DEPARTMENT OF FIRE PROGRAMS (the "Department"), acting as  
authorized on behalf of the Virginia Fire Services Board (the "Board"), and

\_\_\_\_\_, (the  
"Grantee"), governs the distribution and use of Fire Services Grant Program moneys, as  
provided for in §38.2- 401 (D) of the *Code of Virginia*.

**WHEREAS**, §38.2-401 (D) of the *Code of Virginia* , authorizes the Board to determine the  
distribution of grants to provide regional fire services training facilities; to finance the Virginia  
Fire Incident Reporting System; and to build or repair Burn Buildings; and

**WHEREAS**, the Grantee has submitted an application for a grant from the Fire Services  
Grant Fund Program to assist in funding the construction of or repair to a burn building, or  
funding the construction of or repair to a regional fire service training facility,

together with plans, specifications and project narrative for such project narrative for such  
project, more specifically described in Attachment A hereto (the "Project"); and

**WHEREAS**, the Board has approved the Project and has authorized the Department to act  
on its behalf in the distribution and administration of grants;

**NOW, THEREFORE**, pursuant to the authority granted to the Board and Department by  
§38.2-401(D) of the *Code of Virginia* , and in consideration of the Grantee's adoption and  
ratification of the representations, terms and conditions as herein provided, and benefits to  
accrue to the Commonwealth and public from the accomplishment of this Project, the  
department offers a grant of \_\_\_\_\_ to pay eligible  
Project cost subject to the terms and conditions listed below:

1. These funds shall be disbursed by the Department to the Grantee after the Agreement has been signed.
2. These funds shall be deposited in an interest-bearing account or normal risk and with a demand restriction, if any, not exceeding 30 calendar days until they are needed. The Grantee must be able to account for both the principle and the interest amounts. Any unused funds, including interest, shall be returned to the Department.
3. Unless an extension has been granted by the Department, the construction and/or repair tasks shall be completed, and all documentation pertaining to such activities shall be submitted to the Department on or before 12 months after the grant funds have been disbursed.
4. The Department may grant an extension of up to three months beyond the 12 month period to complete the construction and/or repairs, and to submit documentation. Any extension beyond three months must be submitted to the Virginia Fire Services Board for approval.
5. The Grantee agrees to carry out and complete all phases of the Project strictly in accordance with the plans, specifications and project narrative. The plans, specifications and project narrative may only be revised or modified with the Board or Department's prior written approval. The Grantee agrees to allow the Board representative access to the Project at all reasonable times to verify compliance with the approved plans, specifications and project narrative.
6. The Grantee agrees that no construction or repair work shall commence until the following types of insurance are in place for entities performing any such work, including subcontractors, and these types of insurance shall be maintained at all times while construction or repair work is being performed: (a) an All Risk Builders Risk Property insurance policy based on the completed value of all such work, with exclusions for design errors or defects removed by policy endorsement, and the locality shall be named additional insured in such policy; (b) a Workers' Compensation and Employer's Liability insurance policy covering all workers or employees engaged in such work, and, in case any such work is sublet, each subcontractor shall, similarly, provide Workers' Compensation and Employer's Liability Insurance for all of the subcontractor's workers or employees who are engaged in the work, and in amounts not less than the minimums required by the Code of Virginia and other applicable laws and regulations;

(c) a Comprehensive Commercial General Liability insurance policy that provides a minimum level of \$500,000 combined single limit per occurrence, and the locality shall be named as an additional insured party in such policy; and (d) a Comprehensive Automobile Liability insurance policy that will insure against claims for property damage that may arise from the operation of motor vehicles associated with the construction or repair work, with a minimum level of \$500,000 combined single limit per occurrence, Before the commencement of any work, the locality must submit to the VDFP a Certificate of Coverage or Certificate of Insurance indicating that these types of insurance are in effect. All insurance shall be provided by insurers who are licensed to provide insurance in the Commonwealth of Virginia.

7. The Grantee agrees to operate and maintain the Project, now existing or built in whole or in part as a result of the Project, as a training facility for a period of 20 years from completion of this Project.

8. The Grantee agrees to operate, maintain and use the Project in accordance with the policies adopted by the Board, as amended from time to time.

9. Subject to lawful appropriation, the Grantee agrees to repay to the Department a sum which is equal to the pro-rata share (computed monthly) of all monies received under this Grant Agreement based on the period of operation and maintenance as specified in paragraph 7 above in the event that the Project ceases to be available for such specified training purposes prior to the expiration of such period, if such change in availability is due to an act or omission within the sole and direct control of the Grantee.

10. Grantee hereby agrees that the Project shall be maintained and operated at all times in a manner designed to prolong the useful life of the Project and that no condition will be allowed to exist that will, or is likely to, lead to a shorter than expected useful life for the Project. The Grantee further agrees to ensure appropriate encroachment factors of surrounding land for a period of 5 years from the completion date of the Project.

11. The Grantee represents to the Department that (a) its authorized representative whose signature appears below has read and understands the referenced provisions of the Code of Virginia and the Board's policy entitled "VFSB Burn Building Policy: Fire Service Grant Program, Grant Awards to Construct, Renovate, or Repair Burn Buildings throughout the Commonwealth", adopted thereunder, as amended from time to time, which are hereby incorporated into this Grant Agreement by reference in its entirety; (b) it agrees to comply with all applicable provisions of the Code of Virginia, including if appropriate, the Virginia Public Procurement Act that governs construction of public facilities by private entities. (c) It is duly authorized to enter into this Grant Agreement and to perform its obligations hereunder and has taken all necessary action to authorize such execution and performance.

12. This grant will be fully liquidated in public benefits to the Commonwealth 20 years from the completion date of the Project and the Grantee shall have no further financial obligation to the Commonwealth under this Grant Agreement upon the expiration of such time.

13.To the extent permitted by law, the Grantee shall retain title to the Project and underlying land, and the Grantee shall not release or transfer title without first receiving written approval from the Board prior to such release, which approval shall not be unreasonably withheld.

14.The Grantee agrees to retain all books, records and other documents relative to expenditures of Grant Funds for five years from the completion date of the Project. The Board, the Department and/or State auditors shall have full access to and the right to audit any of these records during the above-referenced period.

15.The Department shall be bound hereunder only to the extent of the Fire Services Grant Funds available or which may hereafter become available for the purpose of this Grant Agreement.

16.This writing constitutes the entire Grant agreement between the parties, supersedes any existing agreement among the parties hereto relative to the matters contained herein, and may be modified only by written amendment executed by all parties.

17.This agreement shall in all respects be governed by the laws of the Commonwealth of Virginia without regard to the legislative or judicial conflict of laws rules of any state.

18.If any provision of this Grant Agreement is determined to be invalid by a court of competent jurisdiction, it shall not render the remaining portions of this Grant Agreement void or unenforceable.

19.This Grant Agreement may be executed in several counterparts, each of which shall be an original and all of which together shall constitute but one and the same instrument.

20.When any written notice or report is required or may be given hereunder, it will be deemed sufficient if the party giving such notice, request, or report delivers the same to the other party by U.S. mail, postage prepaid, or by other superior mailing, or by hand delivery. All notices, request, demands or reports delivered by mail or by hand will be deemed to have been given when received by any party hereto at the following addresses:

Grantee: Such office or mailing address as stated on the Point of Contact Form attached hereto or to such other address of which the Grantee has notified the other parties hereto in writing.

Agency and Board: Virginia Department of Fire Programs  
Attn: Burn Building Grant Administration  
1005 Technology Park Drive  
Glen Allen VA 23059-4500

or to such other address of which the Department has notified the Grantee in writing.

**IN WITNESS WHEREOF**, the parties hereto have by their duly authorized representatives executed this Grant Agreement as of the date first above written, intending to be bound thereby.

**DEPARTMENT OF FIRE PROGRAMS**

BY:

Signature of Authorized Representative

Date:

Name:

Title:

**GRANTEE**

The Grantee,  
does hereby accept and ratify all terms, conditions and agreements contained in this Grant Agreement and does hereby accept the grant and by such acceptance agrees to all of the terms and conditions hereof.

BY:

Signature of Authorized Representative

Date:

Name:

Title: