



**General Instructions & Notices**

- Applicants are directed to "**Regional Fire Services Training Facilities Grant Program Policy**" as amended for the current funding year which is incorporated by reference to all applications and any subsequent awards. (Such practices document is inclusive of all *terms & conditions*.)
- The filing of an application does not bind the Board to award nor the Department to pay any such grant.
- Incomplete applications and those received after the deadline will not be considered.  
(Deadline) → **March 1, 2015** postmarked
- Completed applications executed by the competent authority will only be accepted directly from jurisdictions not fire departments.
- Timeliness of filing and subsequent receipt by the Agency are solely the applicant's responsibility – all applications must be completed in ink and sent directly to: **VDFP Grants and Local Aid Manager,**  
**Address → 1005 Technology Park Drive, Glen Allen VA 23059-4500**
- All decisions regarding grant awards made by the Board are final; applicants may appeal decisions in writing to the address provided above within 15 business days of the posting of awards.

**A. Applicant Information**

1. Title of Lead Jurisdiction Making Application <small>(Check <input checked="" type="checkbox"/> only one, then make entry)</small>	<input checked="" type="checkbox"/>	County of	
		City of	Roanoke
		Incorporated Town of	
2. Employer Identification Number (EIN)	[REDACTED]		
3. Principal Point of Contact	<small>(Include salutation, name &amp; title.)</small> Dale Barker-Battalion Chief of Training		
4. Mailing Address (Include zip code)  Identify COUNTY if appropriate	713 Third Street SW Roanoke VA 24012 Roanoke City		
5. Telephone Number	( 540 ) 387-6911-ext 224		
6. FAX Number	( )		
7. Internet e-mail address	dale.barker@roanokeva.gov		

**B. Additional Parties**

	Identify ALL jurisdictions (Not Fire Departments) participating in the proposed project. Attach additional sheets as may be required.
1. Formal Agreement Among Parties	<p>In accordance with Program Policy, multi-jurisdictional regional training partnerships must be documented (e.g. MOA, MOU, etc.) as required supporting documentation to the Application for consideration of Program funding.</p> <p>A copy of the Agreement has been attached to this application.  <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p><i>If a copy of the Agreement has not been attached as required supporting documentation, this Application will be considered incomplete and funding will not be approved.</i></p>

Department of Fire Programs

MAR 02 2015

Administration



{ Reproduce and complete as many additional blocs as may be necessary for complete disclosure. }

2a. Complete <u>one each</u> for ALL other Parties of Interest	Number <u>2</u> of a total of <u>4</u> parties to proposed project <small>(Count the LEAD Locality as #1, thereby start with #2.)</small>									
2b. Title of Jurisdiction <small>(Check <input checked="" type="checkbox"/> only one, then make entry)</small>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>County of</td> <td>Roanoke</td> </tr> <tr> <td><input type="checkbox"/></td> <td>City of</td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td>Incorporated Town of</td> <td></td> </tr> </table>	<input type="checkbox"/>	County of	Roanoke	<input type="checkbox"/>	City of		<input type="checkbox"/>	Incorporated Town of	
<input type="checkbox"/>	County of	Roanoke								
<input type="checkbox"/>	City of									
<input type="checkbox"/>	Incorporated Town of									
2c. Employer Identification Number (EIN)	[REDACTED]									
2d. Principal Point of Contact <small>(Include salutation, name &amp; title.)</small>	Brian Witt-Battalion Chief of Training									
2e. Mailing Address <small>(Include zip code+4)</small>  <small>Identify COUNTY if appropriate -</small>	1220 Kessler Mill Rd Salem VA 24153 Roanoke County									
2f. Telephone Number	( 540 )									
2g. FAX Number	( )									
2h. Internet e-mail address	bwit@roanokecountyva.gov									

{ Reproduce and complete as many additional blocs as may be necessary for complete disclosure. }

2a. Complete <u>one each</u> for ALL other Parties of Interest	Number <u>3</u> of a total of <u>4</u> parties to proposed project <small>(Count the LEAD Locality as #1, thereby start with #2.)</small>									
2b. Title of Jurisdiction <small>(Check <input checked="" type="checkbox"/> only one, then make entry)</small>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>County of</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>City of</td> <td>Salem</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Incorporated Town of</td> <td></td> </tr> </table>	<input type="checkbox"/>	County of		<input checked="" type="checkbox"/>	City of	Salem	<input type="checkbox"/>	Incorporated Town of	
<input type="checkbox"/>	County of									
<input checked="" type="checkbox"/>	City of	Salem								
<input type="checkbox"/>	Incorporated Town of									
2c. Employer Identification Number (EIN)	[REDACTED]									
2d. Principal Point of Contact <small>(Include salutation, name &amp; title.)</small>	Mike Christley-Captain									
2e. Mailing Address <small>(Include zip code+4)</small>  <small>Identify COUNTY if appropriate -</small>	1220 Kessler Mill Rd Salem VA 24153 City of Salem									
2f. Telephone Number	( 540 )									
2g. FAX Number	( )									
2h. Internet e-mail address	mchristley@salemva.gov									

{ Reproduce and complete as many additional blocs as may be necessary for complete disclosure. }

2a. Complete <u>one each</u> for ALL other Parties of Interest	Number <u>4</u> of a total of <u>4</u> parties to proposed project <small>(Count the LEAD Locality as #1, thereby start with #2.)</small>									
2b. Title of Jurisdiction <small>(Check <input checked="" type="checkbox"/> only one, then make entry)</small>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>County of</td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td>City of</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Incorporated Town of</td> <td>Vinton</td> </tr> </table>	<input type="checkbox"/>	County of		<input type="checkbox"/>	City of		<input checked="" type="checkbox"/>	Incorporated Town of	Vinton
<input type="checkbox"/>	County of									
<input type="checkbox"/>	City of									
<input checked="" type="checkbox"/>	Incorporated Town of	Vinton								
2c. Employer Identification Number (EIN)	[REDACTED]									
2d. Principal Point of Contact <small>(Include salutation, name &amp; title.)</small>	Chris Linkous-Captain									
2e. Mailing Address <small>(Include zip code+4)</small>  <small>Identify COUNTY if appropriate -</small>	120 W Jackson Ave Vinton VA 24179 Town of Vinton									
2f. Telephone Number	( 540 )									
2g. FAX Number	( )									
2h. Internet e-mail address	clinkous@vintonva.gov									



**C. Previous Applications/Awards**

1.	Has the Applicant previously <b>applied</b> for a RFSTF Grant from the Board? - check <input checked="" type="checkbox"/> one	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
2.	Has the Applicant previously <b>received</b> a RFSTF Grant from the Board? - check <input checked="" type="checkbox"/> one	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes

**D. Project Title(s) and Description(s)**

*Enter a descriptive 'Title' and brief 'Description' for the lead training project <sup>and</sup> / or program proposed for funding from any Grant which may be awarded pursuant to this application.*

(Project Title)	(Description)
1 Gas prop training pad	training area for use of the Fire Blast training props(car, grill, propane tank, etc)
Which statement best describes the above proposed project and/or program? <i>check <input checked="" type="checkbox"/> one</i>	
<input checked="" type="checkbox"/> New <input type="checkbox"/> Change to existing <input type="checkbox"/> Continuing	
Which statement best describes how many training programs may benefit from the proposal? <i>check <input checked="" type="checkbox"/> one</i>	
<input checked="" type="checkbox"/> Multiple Programs <input type="checkbox"/> Single Program	
Describe the impact on training if this Grant is not awarded, or check <input checked="" type="checkbox"/> No Significant Impact	
The regional training center has acquired a Fire Blast trailer with gas props and need an area to set up and use the training props.	
Currently we have to use the parking lot or a gravel area that causes several safety issues. This would improve both career & volunteer training by providing a safe, secure, level & clean area to conduct live fire exercises.	
<input type="checkbox"/> ← Check <input checked="" type="checkbox"/> IF a Continuation D Sheet is used to account for <b>more than one (1) project / program.</b>	
IMPORTANT, if box above is checked and no continuation sheets are attached, the application will not be further considered.	

**E. Project Goods & Services Requested**

In the below table, itemize in priority order – starting with the most needed first, ALL items of "Goods" (e.g. equipment, hardware or other durable items) or categories of "Services" which are to be funded in whole or in part from any Grant which may be awarded pursuant to this application.

Enter Project Title from [D] above	Check <input checked="" type="checkbox"/> One	Description	Total Cost	Less any Matching Funds	Grant Amount Requested
1	<input type="checkbox"/> Goods <input checked="" type="checkbox"/> Services	35' X 80' concrete pad	(a)	(b)	(a-b)
			\$47,560	\$ -	\$ 47,560.00
2	<input type="checkbox"/> Goods <input type="checkbox"/> Services		(a)	(b)	(a-b)
			\$ -	\$ -	\$ -
3	<input type="checkbox"/> Goods <input type="checkbox"/> Services		(a)	(b)	(a-b)
			\$ -	\$ -	\$ -
4	<input type="checkbox"/> Goods <input type="checkbox"/> Services		(a)	(b)	(a-b)
			\$ -	\$ -	\$ -
5	<input type="checkbox"/> Goods <input type="checkbox"/> Services		(a)	(b)	(a-b)
			\$ -	\$ -	\$ -

← Check  IF a Continuation D Sheet is used to account for **more than one (1) project / program.**  
IMPORTANT, if box above is checked and no continuation sheets are attached, the application will not be further considered.

<b>E</b>	Enter here the <b>lesser</b> amount of: • Sum of <u>all</u> items (1 thru n) under "Grant Amount Requested" • OR \$50,000 (Grant maximum)	\$	<b>47,560.00</b>
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**F. Matching/Cost Share**

1	Which statement best describes the matching funds contributions? <i>check <input checked="" type="checkbox"/> one</i>	<input type="checkbox"/> 50% or More	<input type="checkbox"/> Less than 50%	<input checked="" type="checkbox"/> None
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**G. ATL Funding**

1	What is the amount of the Applicant's FY-2014 Aid to Localities (ATL) allocation from the Fire Programs Fund? <i>check <input checked="" type="checkbox"/> one and complete as necessary</i>	<input type="checkbox"/> \$10,000 or \$20,000 exactly	<input checked="" type="checkbox"/> Other - Enter amount here <b>292,416</b>
---	---	---	--

2	Did the Applicant have cash carry forward from previous years' Aid to Localities (ATL) allocations? <i>check <input checked="" type="checkbox"/> one and complete as necessary</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If "Yes", amount of FY-2014 ATL carry forward: <b>76,627.11</b>
---	---	------------------------------	-----------------------------	---

<b>Remarks</b>	Make entries or check <input checked="" type="checkbox"/>	<input type="checkbox"/> None	<b>Important</b> If the sum (1 to n) of <u>individual</u> "Grant Amount Requested" in E above exceeded \$50,000, an explanation must be entered here as to how the shortfall would otherwise be made up.

**EFT (EDI)**

Grant awards are paid as an **Electronic Funds Transfer / EDI** to the current *account-of-record* for the jurisdiction's annual allocation of Aid to Localities (ATL) from the Fire Programs Fund.

**Certification:**

- To be completed by either:
- County Administrator –or- Executive, City Manager, Town Mayor –or- Administrator; Deputy, or...
  - Other duly authorized official whereby the application is accompanied by a copy of an 'Ordinance' or other such formal instrument clearly granting that party such authority.

This grant application is entered on behalf of the APPLICANT jurisdiction identified above with the knowledge and belief that all representations herein made are true and correct; with the understanding that all grant terms & conditions in-force as of the date of such application are hereby included by reference; with the further understanding that if an award is granted pursuant to this application that the recipient is bound by those same terms & conditions.

*[Signature]*  
Signature

**2-25-15**  
Date

**Christopher P. Morrill**  
Printed Name

**City Manager**  
Title

( All applications must be notarized to be considered – Incomplete forms shall be returned.)

State of Virginia }  
City / County of \_\_\_\_\_ }

On this \_\_\_\_\_ day of \_\_\_\_\_ (month) in \_\_\_\_\_ (year), before me, the undersigned a Notary Public for the Commonwealth of Virginia, personally appeared \_\_\_\_\_ to me known ( or to me proved ) to be the identical person named herein and having in my presence executed the above, and acknowledged that he executed same as his voluntary act and deed.

My Commission expires: \_\_\_\_\_ Date \_\_\_\_\_ Notary Public \_\_\_\_\_ {Seal}

Department of Fire Programs

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1320 Southside Drive  
Salem, Virginia 24153  
Phone: 540-387-5059  
Fax: 540-387-3394

Roanoke County / City of Salem  
Fire Fighter Training Facility

Attn: Chief Whitt

G&H Contracting, Inc. is pleased to provide you with a budget number for the concrete pad addition. Following is our scope of work:

- "L" shaped concrete pad – Approx. 3400/sf (See attached sketch)
- 4000psi strength concrete
- 8" thick with one layer of #5 rebar 1/ft on center each way
- 8" #57 gravel compacted
- Excavation of pad site
- Drainage ditch to collect water
- Concrete slick finish

Notes:

- 1) Does not include rock or unsuitable soil clause
- 2) Does not include Site, Engineered, or Architectural Drawings

Budget Amount: \$ 47,560.00

If you have any questions about our proposal, please give us a call.

Thanks,

  
Bryan Fasnacht  
Project Manager

Department of Fire Programs

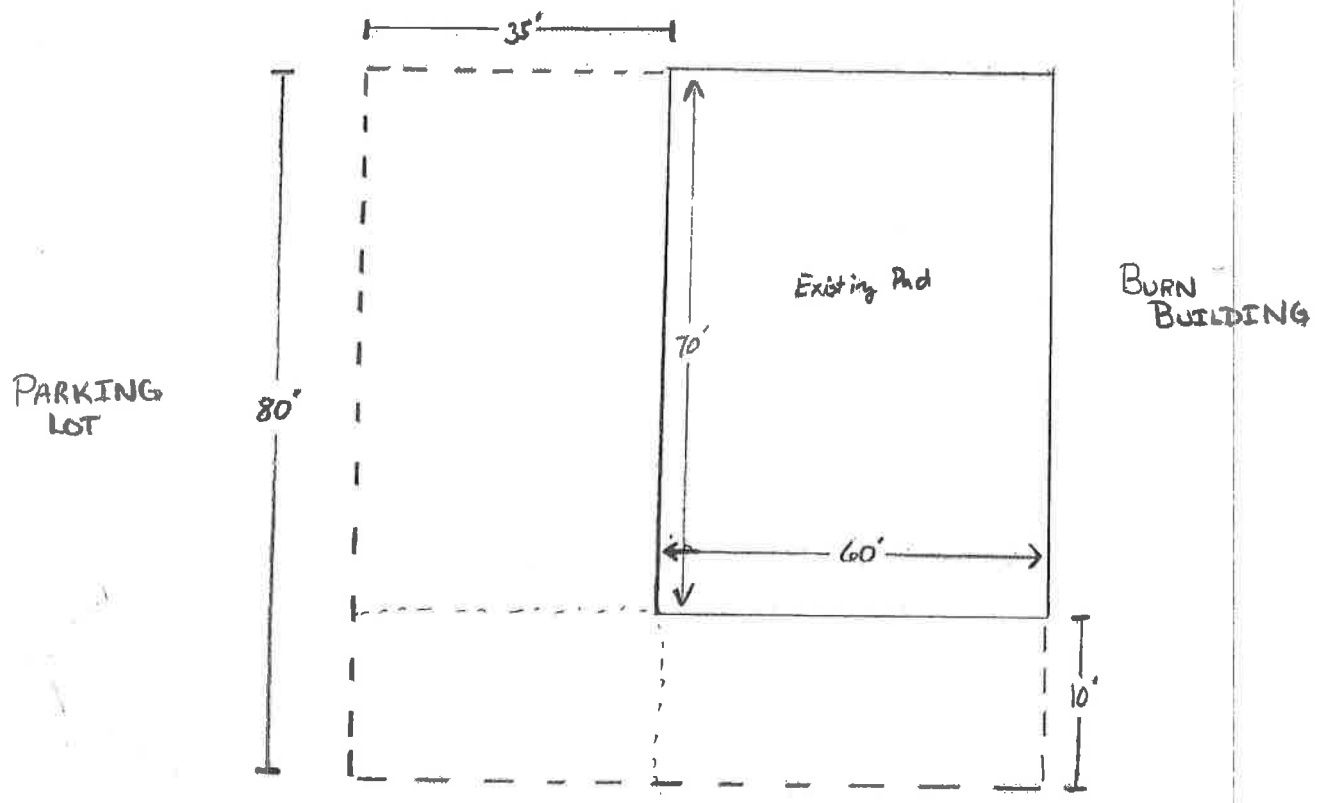
MAR 02 2015

Administration

G+H Contracting Inc.

2/2/15

\* Not to Scale  
Approx Measurements



Approx = 3400/sf



**CITY OF SALEM, VIRGINIA**  
114 NORTH BROAD STREET  
OFFICE OF CITY MANAGER P. O. BOX 869 24153-0869  
(540) 875-3016

June 23, 1999

Mr. Elmer C. Hodge  
Roanoke County Administrator  
P. O. Box 29800  
Roanoke, VA 24018-0798

Dear Elmer:

Enclosed is an original of the Regional Fire Training Center Agreement for your file that has been executed by all of the appropriate jurisdictions.

Sincerely,

Randolph M. Smith  
City Manager

RMS:kac

Enclosure

*Appendix C is filed in the  
BOS files with the original  
agreement*



## MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is hereby made and entered into this 31st day of March, 19 99 with Roanoke County ("County") the City of Roanoke ("City"), City of Salem ("Salem") and Town of Vinton ("Town"), Virginia, and for identification shall be hereinafter referred to collectively as "Partners".

WHEREAS, the undersigned political subdivisions which are parties to the Agreement are desirous of maximizing the training of fire, emergency medical personnel by combining resources and making the most efficient use of training staff; and

WHEREAS, it is desirable that each of the parties hereto should voluntarily aid and assist each other in the training of fire and emergency medical personnel; and

WHEREAS, none of the parties hereto currently has a suitable facility for conducting on-going fire training academies and related classes; and

WHEREAS, all parties hereto desire to combine potential resources to construct a regional fire training academy for the use and good of all parties; and

WHEREAS, County owns appropriate land identified in the attached plat (Appendix B) in Roanoke County suitable for the development of a cooperative fire training facility which land and existing improvements shall be used by the Partners for purposes of this Agreement; and

WHEREAS, partner jurisdictions have capital funds available to begin development of a cooperative fire training facility.

NOW, THEREFORE it is hereby agreed by and between the parties hereto as follows;

The term "Regional Fire Training Building or Center" shall mean land, designated roadways leading immediately thereto, utilities, fire tower, training center, or other physical structures and facilities located on property used for the purpose of providing a fire training facility on property



heretofore identified and used for the purpose of providing a fire training facility.

The Center shall be under the joint direction and supervision of a training governing committee ("Committee") consisting of representatives appointed by the Fire Chiefs of the Partners.

#### SPECIFIC PROVISIONS

1. County shall make available suitable land heretofore identified at the Kessler Mill Site in Roanoke County to be developed as a regional training center. County shall retain ownership of the land and improvements throughout the term of this agreement. The Cities of Roanoke and Salem and Town hereby authorizes the County to make all applications on their behalf related to zoning and any required permits for this project.
2. County has prepared a draft site plan that provides general dimensions of the training center and includes proposed building location with draft architectural drawings. The draft site plan and drawings are incorporated into and made a part of this agreement as depicted in Appendix C.
3. Costs of utilities shall be born by the committee which shall provide for such costs in its annual operations budget.
4. County will, as expeditiously as possible, take all actions necessary thereafter to obtain all required zoning, special use and building permits. County will act on behalf of the Partners and be the lead agent in bidding and procuring an architect and builder of the center. Cost will be allocated to each Partner in accordance with the formula set forth in Appendix A.
5. The committee will be responsible for administration and coordination of the Center's use.
6. County will coordinate utilities, trash removal and routine center maintenance which shall be provided at the level currently provided at other Roanoke County facilities.
7. In so far as permitted by law, each party agrees that, as between the parties, it shall be

responsible for its agents' acts and employees' acts and omissions within the scope of their duties which cause injury to persons or property including any violation of any environmental or other responsibility imposed by statute or regulation directly resulting from their use of the Center. Notwithstanding the above, none of the Partners shall be responsible for punitive damages assessed against its employees or agents or for its employees or agents criminal conduct. Nothing herein shall be deemed as a waiver of sovereign immunity or any other defense available to the Partners.

The provisions of this agreement are for the sole benefit of the parties, and no other person or entity shall be entitled to enforcement of any parts of this agreement.

#### MUTUAL OBLIGATIONS

1. The Partners agree to provide contributions of assets or funds as identified in Appendix A for the construction of and improvements to the Center. Once the Center is initially completed, the Partners will contribute funds contingent upon budgetary approval by the Partners in pro-rated parts toward the operating and routine maintenance expenses of the Center based upon the formula in Appendix A.
2. The initial Center improvements shall include the following: an office and instructional building of new construction of approximately 15,400 square feet.
3. The Partners agree that the construction of and improvements to the Center will comply with all state laws and county code provisions and the directions of the Committee. The Roanoke County Purchasing Department will handle the procurement of all construction services, materials and supplies for the construction of and improvements to the Center upon written direction of the Committee by its Chair as provided in paragraph 5 below.
4. The Roanoke County Finance Department will process all invoices for payment for these

materials and supplies and will bill the Partners on a quarterly basis in accordance with the terms of this agreement for all expenses, services and operating costs associated with the Center as approved by the Committee.

5. The Center will be under the jurisdiction and supervision of the Committee. The Committee will consist of eight (8) members appointed as follows:

Chair: The Chair shall be a member of the Committee who shall have all rights of membership including the right to vote. The Chair shall rotate each calendar year between the jurisdictions in the following order: County Fire-Rescue Chief or his designee; City Fire-EMS Chief or his designee; Salem Fire Chief or his designee.

Members	County (3):	Fire Chief, Training Officer, appointee of Fire Chief
	City (3):	Fire Chief, Training Officer, appointee of Fire Chief
	Salem (1):	Chief or designee.
	Town(1):	Designee

6. The Committee shall adopt and be governed by bylaws which shall be subject to approval by the Chiefs of both the City and County. Such bylaws shall include the following components:
1. Quorum. Five (5), which can be made up of members from any of the four departments. In order for the Committee to approve any formal action, if fewer than five affirmative votes are received, there must be at least one affirmative vote from a representative of three of the Partners.
  2. Meeting Schedule. To be held at least quarterly.
  3. Notice of Meetings. Five working days unless waived in writing by all members.
  4. Scheduling/Use. To be determined by the Committee and incorporated in the bylaws or published rules.

7. With the objective of insuring safe operation of the Center, the Committee shall govern the use of the Center. Subject to the terms and conditions of this memorandum of agreement, the Committee shall have absolute discretion to refuse permission for the use of the Center or to establish such conditions for its use as the Committee shall deem necessary.
8. Each respective political subdivision shall have control over their employees. Employees will be under the rules and regulations of their employers.
9. This Agreement shall not be construed to impair or affect any sovereign or governmental or official immunities that may otherwise be available to the City and County of Roanoke, Salem and Vinton, any of its officers, agents or employees. Any legal liability which may be imposed upon any partner by a court of competent jurisdiction or by duly authorized settlement of any legal claim against any jurisdiction shall be retained by such party hereto for the conduct of its own employees and for such invitees as each may authorize to use or be present on the premises of the Center. In the event of a third party liability claim not covered by this paragraph, the City of Roanoke, Roanoke County, the City of Salem and Town of Vinton shall share in the proportions set forth in Appendix A in all costs of defense and in any monetary judgment or settlement of such claim, unless otherwise mutually agreed to between the parties.
10. Each partner shall be responsible for worker's compensation liability for their respective employees who may suffer compensable injuries arising out of their use of or authorized presence at the Center.
11. Snow removal decisions shall be made by the Committee and necessary costs for such will be shared by the parties hereto according to Appendix A, cost sharing formula.
12. Annual operating costs and maintenance of the Center:

- A. The Committee shall adopt an annual operating and maintenance budget for the Center and shall submit such budget to the City and County, Salem and Vinton budget offices by December 15 of each year. Operating costs shall be pro-rated as outlined in the cost sharing formula of Appendix A.
- B. The County Fire-Rescue Chief or his designee will prepare an itemized invoice and forward to the other Partners on a quarterly billing (September 30, December 31, March 31 and June 30) for the actual cost of operating and maintaining the Center. Within 30 days, the Partners shall approve and forward for payment.
13. It is the intent of the Partners of this agreement to have a twenty-five year (25) term. This agreement can be renewed on a five (5) year recurring basis with approval of the remaining Partners.
14. Any Partner may indicate its desire to terminate this agreement by providing written notice to the chief governing officer of the other Partners at least two (2) years in advance of such termination. Within thirty (30) days upon receipt of such written notice to terminate, the receiving jurisdiction may request the initiation of mediation or other non-binding alternative dispute resolution (ADR) proceedings. Such a request for ADR proceeding shall operate as a stay of any termination until the completion of any such proceedings pursued in good faith. In the event of termination, each Partner which is to no longer have an interest in the Partnership will be reimbursed by the remaining Partners for the value of the improvements and equipment for which such Partner has been invoiced and has paid as part of construction of the offices and training center complex but reduced in value on a straight line depreciation calculation but not to exceed a twenty-five (25) year calculation period. Ownership of any Partner's personal property which has not been formally transferred to the Committee shall

be retained by the Partner and may be removed from the Center site at termination. The County shall retain ownership of the site and shall have and receive ownership of all fixtures, personal property and equipment and other assets of the Committee. Each Partner shall execute any quit claim deeds, bills of sales or conveyances reasonably requested by the County to evidence the County's ownership of all assets formerly owned or controlled by the Committee.

15. The Partners which retain an interest in the Center shall pay the exiting jurisdiction any amount established in accordance with paragraph 14 above within ninety (90) days from the termination date of this agreement.

Attest:

Mary J. Parker  
City Clerk

W. Robert Herbert  
W. Robert Herbert, City Manager, Roanoke City

4/9/99  
Date

Approved as to Form:

William K. ...  
City Attorney

Approved as to Execution:

\_\_\_\_\_  
City Attorney

Appropriation and Funds Required for this Contract Certified

Example for  
Director of Finance

3-31-99      008-052-9718  
Date              Acct. #

Attest:

Mary H. Allen  
County Clerk

Elmer C. Hodge

Elmer C. Hodge, Roanoke County Administrator

April 27, 1999

Date

Approved as to Form

Paul M. Mahoney  
County Attorney

Attest:

Forest Sp...  
City Clerk

Randolph M. Smith  
Randolph M. Smith, City Manager, Salem

Date

6/1/99

Attest:

Carolyn S. Ross  
Town Clerk

B. Clayton Goodman, III

B. Clayton Goodman, III, Vinton Town Manager

June 9, 1999  
Date

Approved As To Form

Amos Heartwell  
Vinton Town Attorney

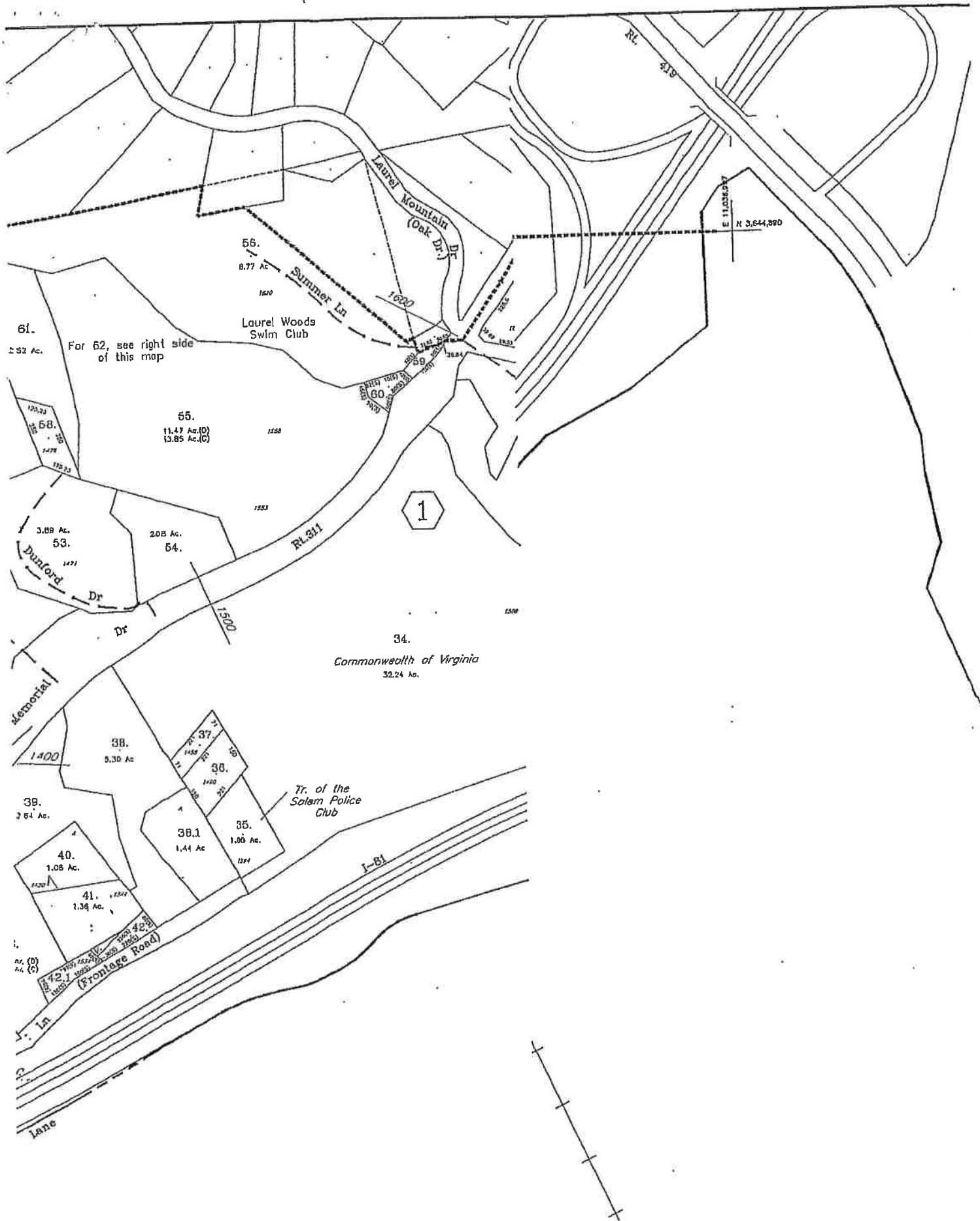


APPENDIX A

ROANOKE VALLEY REGIONAL FIRE TRAINING ACADEMY AGREEMENT

Each Partner agrees to support the Regional Fire Training Center on a pro-rated schedule as outlined below:

Locality	Estimated Construction Costs	Estimated Annual Maintenance Cost	% of Total
Roanoke County	\$837,845.32	\$13,200	44%
Roanoke City	\$837,845.32	\$13,200	44%
Salem City	\$152,335.32	\$ 2,400	8%
Town of Vinton	\$ 76,167.75	\$ 1,200	4%
<b>Total</b>	<b>\$1,904,193.71</b>	<b>\$30,000</b>	<b>100%</b>





# GRANT PROCESSING REQUEST FORM

Department of Finance

DATE :				
DEPARTMENT:				
GRANT PROGRAM:				
GRANTING AGENCY:		AGENCY CONTACT:		AGENCY PHONE NO:
IF FEDERAL GRANT... CFDA #		EXAMPLE OF NUMBER Dept: Department of Education (Agency No.) 84.XXX (Grant Program No.)		
PROGRAM TITLE:				
FUNDING REQUEST:				
FEDERAL	STATE	LOCAL MATCH	OTHER	TOTAL REQUEST
IF LOCAL MATCH IS REQUIRED, ARE FUNDS AVAILABLE IN DEPARTMENT BUDGET? Y/N				
ACCOUNT TO WHICH THE MATCH WILL BE CODED:				
INDIRECT COSTS? Y/N			AMOUNT	
REIMBURSEMENT GRANT? Y/N				
FINANCIAL & PROGRESS REPORTS PREPARED BY:			REQUEST FOR FUNDS SUBMITTED BY:	
Department	Finance	Department	Finance	
PROJECT DIRECTOR:				
PHONE:		FAX:		EMAIL:

DEPT. DIRECTOR OR THEIR DESIGNEE APPROVING SUBMISSION:	SIGNATURE:	DATE:
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REVIEWED & APPROVED BY FINANCE:	SIGNATURE:	DATE:
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REVIEWED & APPROVED BY COUNTY-ADMINISTRATION:	SIGNATURE:	DATE:
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