



Rescue Squad Assistance Fund (RSAF) Technical Assistance Webinar

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Topics

1. RSAF purpose, overview, eligibility, and timeline
2. E-GIFT and RSAF Application
3. RSAF Review Process and Evaluation Criteria
4. Q&A

RSAF Purpose

- The mission of RSAF is to financially assist eligible Emergency Medical Service agencies to purchase EMS equipment and vehicles and provide needed EMS programs and projects pursuant to §§ 32.1-12, 32.1-111.4, and 32.1-111.3 of the Code of Virginia.
- Spring 2019 Deadline: March 15, 2019 at 5 p.m. Eastern Standard Time (EST)

Overview of Funding

- Approximately \$9 million available annually
- Match requirement
 - Regular - 50/50
 - Hardship - 80/20
- Two Grant Cycles Annually
 - Deadlines - March 15th and September 15th
 - Awards - July 1st and January 1st

Funding Areas:

- Grants may be approved for the following:
 1. Establishment of a new EMS agency, program, or service where needed to improve EMS offered in an area;
 2. Expansion or improvement of an existing EMS agency, program, or service;
 3. Replacement of equipment or procurement of new equipment; or
 4. Establishment, expansion or improvement of EMS training programs

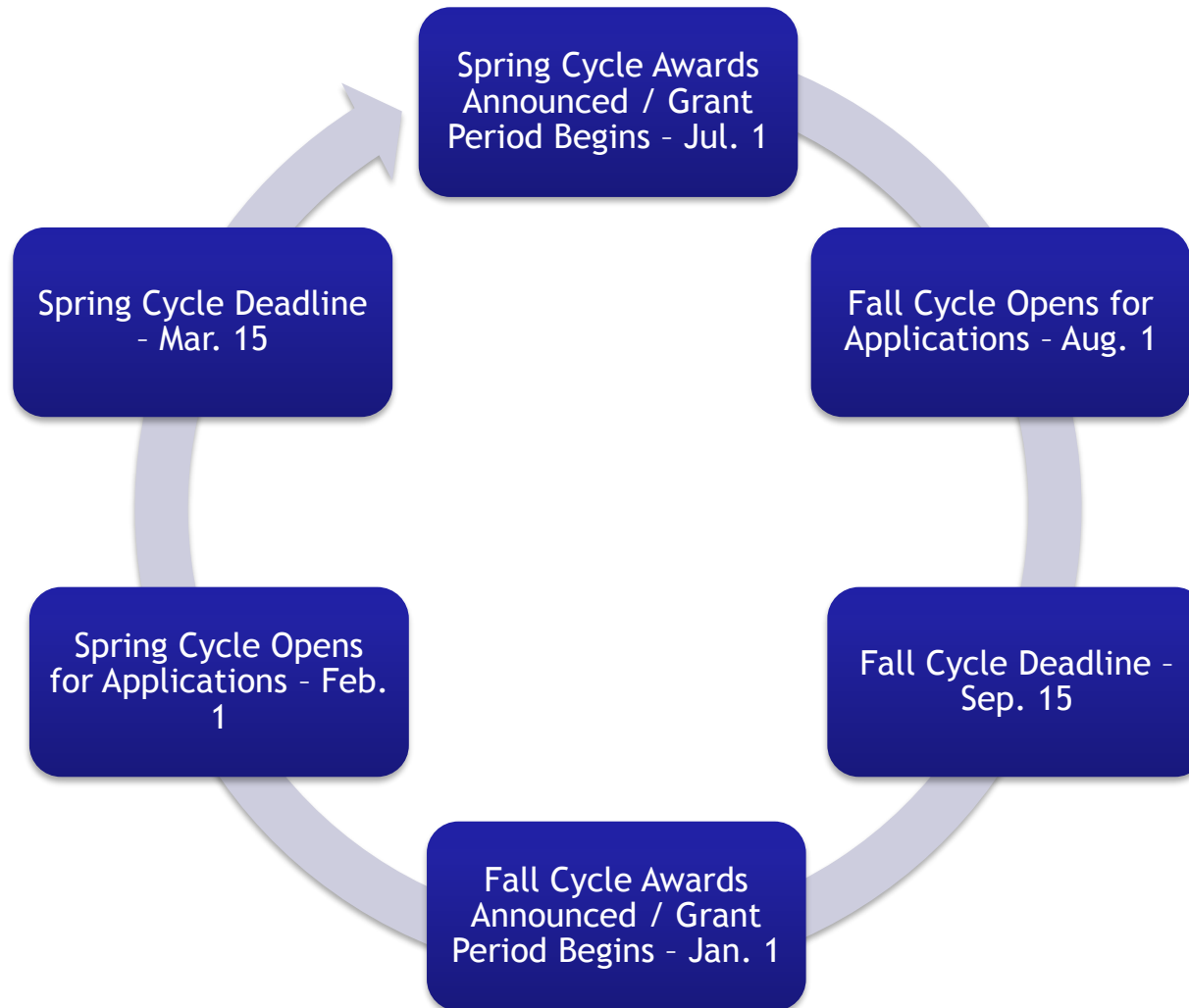
Special Priorities

- Migration to VPHIB's Version 3 (VAv3) Requirements
- Emergency Medical Dispatch
- Emergency Operations
- Innovative (special) Projects
- Multi-Jursidictional/Agency Projects (MJAP)
- Recruitment and Retention

Agency Eligibility

- Applicant must be a Virginia non-profit agency/volunteer or governmental organization involved in EMS pursuant to § 32.1-111.12 of the Code of Virginia

Annual Application Cycle



Technical Requirements

- Applicant can submit only one (1) application per cycle, but may request more than one item or unit of equipment per application
- Line items of less than \$500 will be automatically disqualified
- Requested communications equipment must be P25 Compatible

Technical Requirements

- All Requests shall comply with applicable plans, policies, procedures, and guidelines by the State EMS Advisory Board
- Applications must be submitted through the EMS-Grant Information Funding Tool (E-GIFT)
- Must be registered in eVA as a vendor and fill out the eVA supplemental W-9

Attachments

- Applicant must submit verification of its Federal Identification Number (FIN)
- Applicant must submit a copy (1st page only) of the most recent *Federal Tax Return* from the Internal Revenue Service (IRS) - Form 990.
- Applicants must submit a quote with each item requested.
- All MJAP applicants must submit a signed Letter of Agreement from all parties participating in the grant project.

Unallowable Items

- Leased Equipment or vehicles
- Equipment or vehicles secured by a lien
- Guarantees or warranties
- Fire suppression apparatus or law-enforcement equipment
- Capital improvements
- Office management expenses
- Articles of clothing (t-shirts, hats, etc.) that are not personal protective clothing
- Training courses for EMS provider certification
- Building utilities (electric, gas, water, telephone, etc.)
- State or federal sales tax

Request Size

- Applicants are encouraged to use the OEMS 2019 Consolidated Grants Product Price List (located under “downloads” on the RSAF webpage) when preparing a quote for their RSAF application.
- Awards will not exceed the maximum size per category on the 2019 Consolidated Grants Product Price List

E-GIFT

- E-GIFT is the web-based grant application system that all applications for RSAF must be submitted through.
- Applicants must create an account and register as either an EMS or Non-EMS Agency in E-GIFT
- The E-GIFT system requires three (3) types of users:
 - The Authorized Agent;
 - The Financial Officer; and
 - Agency Operational Medical Director (OMD)
- E-GIFT User Guides may be found for EMS and Non-EMS agency on the RSAF webpage
- OMD signature is not required for non-EMS agencies, depending on request.

E-GIFT - Login

Existing Users

[Sign In](#)

[Reset Password](#)

If you have applied through E-GIFT before, you can log in here.

New Users

All non-licensed agencies must create an online account to submit a grant. Please click below to sign up and submit a grant.

[Register](#)

New users and new agencies must register for E-GIFT to apply

E-GIFT - Registration

E-GIFT Account Registration

Cancel

Below is a listing of all agencies, both licensed through the OEMS along with organizations that are not licensed but have applied for a grant through the Rescue Squad Assistance Fund in a past cycle.

Licensed EMS Agencies: A licensed EMS Agency is an agency that is authorized by the Office of EMS to provide emergency medical services in the state as an EMS agency. You need to contact your agency super user for further assistance.

Non-Licensed EMS Agencies: A non-licensed EMS Agency is an agency that is not authorized by the Office of EMS to provide Emergency medical services in the state (ex. EMS Regional Council, Community College, Sheriff's Office, 911 Centers, Volunteer Fire Department, etc).

Select the Agency you wish to submit a grant for from the drop down list below ^{*} 

Click here to create a new agency if you don't find your agency in the above list.

You can register yourself as part of an existing agency or create a new agency

E-GIFT - Organization Information

Organization Information

Agency Name * ABC Volunteer Fire & Rescue ?

Address Line1 * 100 East St. ?

Address Line2 ?

Zip Code * 23059 ^ ?

City * GLEN ALLEN ?

County/City * HENRICO ?

Regional Council * Old Dominion EMS Alliance ?

State * VA ?

Information
prepopulates
based on
agency
address

E-GIFT - Organization Information

Shipping address must also be in Virginia

Phone Number * (804)888-8888 ?

Shipping Address Line1 * 100 East St. ?

Shipping Address Line2 ?

Shipping Zip Code * 23059 ^ ?

Shipping City * GLEN ALLEN ▾ ?

Shipping State * VA ?





Organization Type * Governmental Non-Governmental ?

Federal Tax Id # * 54-1159 ?

Organization Structure Governmental ▾ ?

E-GIFT - Personal Information

Personal Information

First Name *	<input type="text" value="John"/>
Mi	<input type="text"/>
Last Name *	<input type="text" value="Doe"/>
Suffix	<input type="text"/>
Date of Birth *	<input type="text" value="11/03/1981"/> 
Certification Number	<input type="text"/> 
Phone Number *	<input type="text" value="(804)888-8888"/>
Email Address *	<input type="text" value="john.doe@email.org"/>  This will be your online User ID 
Re-enter Email Address *	<input type="text" value="john.doe@email.org"/>

Application - Organization Information

- Agency Type (EMS/Non-EMS)
- Organization Name
- Address
- Regional Council
- Organization Structure
- Organization Phone Number
- FIN #
- Organization Type

*Much of this information will be pre-populated based on your E-GIFT registration

Application - Personnel Information

- # of Certified personnel
- # of Certifications
- # of Career and Volunteer Personnel
 - **The numbers of certified and total personnel must match**
- Comments

Application - Call Activity and Demographic Information

- # BLS Calls
- # ALS Calls
- # Calls Unable to Respond
- # Calls Outside Primary Service Area
- Average Call Time
- Average Round Trip Mileage
- Average Mileage to Nearest Hospital
- Square Miles of Service Area
- Population of Service Area
- Total Number of Stations
- Comments

Application - Call Activity and Demographic Information

- Additional ambulances not listed
- Comments
- Vehicles used by other jurisdictions
- List vehicles by unit #, VIN, Chassis year, Model, Type, Class Permit, 4WD, Mileage, and Engine Hours

Application - Financial Information

- **Assets** - Cash Balance, Real Estate, Investments (unrestricted), Equipment/Vehicles, Restricted Funds
 - Restricted Funds Description
- **Liabilities** - Balance of Open Accounts, Notes or Mortgages Owed, Indebtedness / Obligations
 - Description of Indebtedness / Obligations
- **Other Fees** -
 - Amount received from EMS Fee for Service Last Fiscal Year (\$)
 - Service Fee Charged (Y/N)
 - Service Fee per Call (\$)
 - Cost Recovery (%)

Application - Financial Information

- **Receipts/Revenue** - Local Government, Return to Locality, Donations, EMS Fee for Service, Fundraising, Interest Dividends, Grants, Other Revenue
- **Expenditures** - Operational, Personnel, Capital, Other, Non-Operational
 - Definition of Capital Expenditures
- **Finance Summary** - Total Assets, Liabilities, Receipts, Expenditures, Net Worth, Beginning Balance, Cash Difference, Ending Balance

Application - Requested Items Information

- Item name
- Item type
- Funding level
- Action
- Requested Quantity
- Current Quantity
- Total Price
- Matching Funds
- State Funds
- Comments
- Hardship Justification
- Supporting Documents - Quote

Application - Affirmation

- Authorized Agent E-Signature
- Financial Officer E-Signature
- Operational Medical Director E-Signature
- Supporting Documents - IRS Letter / Form 990 / W-9

Grant Review Process

- Applications will be forwarded to the following after the grant deadline:
 - Local Regional EMS Council
 - Regional OEMS Program Representative
 - OEMS Staff
 - EMS Advisory Board Committees
 - Other Parties as deemed appropriate by OEMS
- Reviewers will submit recommendations and comments to OEMS within 30 days
- OEMS will provide the Financial Assistance Review Committee (FARC) with all recommendations, comments, and documentation

Grant Review Process

- FARC reviews recommendations and comments from reviewers and makes final recommendations (score 1-5) to OEMS within 30 days.
- FARC will conduct an award meeting for announcing the requests that received a viable funding grade
- FARC reserves the right to recommend a request be partially funded or to place a condition of funding on any award.
- Within 7 days of the award meeting, a report of the requests that are recommended for funding will be submitted to the Health Commissioner for approval
- Agencies will be notified of decisions via E-GIFT on July 1 and January 1, respectively

RSAF Evaluation Criteria

- Requested item/project is required for licensure and/or certification by the Rules and Regulations Governing EMS.
- Equipment requested is required for upgrade from BLS to ALS. OMD identified, class availability, statement of endorsement from local governing body supporting upgrade.
- Current personnel trained to operate requested items. Equipment matches level of care. Vehicle requests will be evaluated based on current vehicle inventory, call volume/vehicle/year and current number of EMS certified personnel.

RSAF Evaluation Criteria

- Requesting agency serving more than its own service area, an increasing percent of calls are out of its district.
- Equipment requested to be shared with other EMS agencies.
- If requesting a new ambulance as a replacement, your agency must state the number of engine hours along with the mileage for the replacement.
- Program request identified in local, regional and/or state EMS Plan(s) as priority, impact to citizens served. The program/equipment request is compatible with goals and objectives of the Agency, EMS Region and the Commonwealth.

RSAF Evaluation Criteria

- Applicants applying for the Migration to VPHIB version 3 (VAv3) Requirement may apply for a broad range of items including, but not limited to, hardware, software, licenses, support and services. Applications will be reviewed on the information provided in the VPHIB Questionnaire.
 - Priority will be given to those agencies that are being forced to move to version

Grading Scale

Grad 1 - Immediate Funding Need

- Alternative funding sources exhausted or unavailable. System will suffer if program postponed. Program request is of greatest impact to citizens served.

Grad 2 - Definite Funding Need

- Alternative funding limited or delayed availability. Program of high priority. Need is present. Program of high impact to citizens.

Grade 3 - Project Needed Eventually

- Local funding available in future. System will benefit from improved time table. Limited available funding.

Grading Scale

Grade 4 - Project Can Be Delayed

- Local funds available. Program of low impact to citizens served. Consideration will be given as need increases.

Grade 5 - Project Not Needed / Incomplete Application

- Local funds available. Limited or no impact to service area. Duplication of resources. Consideration will be given as need is evident. Failure to submit a complete application.

VDH Scoring Criteria

- Health Professional Shortage Area (HPSA)
- Medically Underserved Area/Population (MUA/P)
- Fiscal Stress Index (FSI)
- Return to Localities (RTL)

RSAF Applicant Resources

- RSAF Webpage - <http://www.vdh.virginia.gov/emergency-medical-services/administration-finance/rsaf-grants-program/>
- RSAF Grant Program Downloads - <http://www.vdh.virginia.gov/emergency-medical-services/administration-finance/rsaf-grants-program/grant-program-downloads/>
- Luke Parker - luke.parker@vdh.virginia.gov
- Linwood Pulling - linwood.pulling@vdh.virginia.gov



Q & A