



**Grant Announcement**

**EMS Flex Grant**

**Issued: June 13, 2022**

**1.0 GENERAL INFORMATION**

Emergency Medical Services (EMS) serve as the backbone to emergency care, with 791 Wisconsin-based EMS Services, and over 16,000 licensed providers providing pre-hospital emergency medical care statewide. Wisconsin has a robust volunteer model, with over 450 EMS Services being solely volunteer, or operating with a combination of volunteers and part-time/full-time staff. It is no secret that COVID-19 has exposed the EMS system to its greatest challenge yet.

As a group, EMS Services in Wisconsin have been impacted by the economic disruption resulting from and exacerbated by the COVID-19 public health emergency. The EMS system was stretched to the brink before the pandemic. EMS staff serve our state’s most vulnerable residents, including work on the very front lines of the COVID-19 pandemic. Positioned at the intersection of public health and public safety, Emergency Medical Services serve our communities 24 hours a day, seven days a week. From stroke to trauma to heart attack to COVID-19, EMS and fire agencies provide life-sustaining frontline healthcare. EMS agencies of all sizes dipped deeply into scant reserves to protect their staff and their communities from COVID-19. The EMS Flex Grant program was created in response to the need to stabilize mobile healthcare providers by providing this one-time funding to ensure they can continue to respond to emergencies across Wisconsin.

All EMS Services that are licensed in the state of Wisconsin are eligible to submit a request for funding.

**1.1 Reasonable Accommodations**

DHS will provide reasonable accommodations, including the provision of informational material in an alternate format, for qualified individuals with disabilities upon request. Any applicant in need of reasonable accommodations should contact the Program via email at [DHSFlexGrant@dhs.wisconsin.gov](mailto:DHSFlexGrant@dhs.wisconsin.gov).

**1.2 Calendar of Events**

| <b>EVENT</b>   | <b>DUE DATE</b>             |
|--|-----------------------------|
| Grant Announcement Issue Date  | June 13, 2022               |
| Informational Webinar (information about this webinar will be posted on the EMS web page)  | June 20, 2022               |
| Questions about the application due date (questions must be emailed to <a href="mailto:DHSFlexGrant@dhs.wisconsin.gov">DHSFlexGrant@dhs.wisconsin.gov</a> email) | June 20, 2022               |
| Applications Due   | July 11, 2022 at 4 p.m. CDT |
| Notification of Award (estimated)  | August, 2022                |

**2.0 ELIGIBILITY REQUIREMENTS**

All EMS Services licensed in the state of Wisconsin are eligible to request funding. DHS shall interpret eligibility criteria to align with program objectives and American Recovery Plan Act of 2021 requirements. EMS Services may not be funded for the full amount requested, and may be required to submit a revised budget.

Should additional funding become available, DHS will use the initial requests received to make additional decisions about fund availability to selected agencies or to fund additional agencies that applied but were not funded originally.

Funds must be spent within twelve months of the Notice of Award (with the opportunity for an extension under extenuating circumstances).

EMS Services will be required to submit reports every six months. Templates and report submission details will be provided along with the Notice of Award.

Eligible Costs

- Funds can be requested for reasonable operating expenses for EMS.
- Funds must be used to supplement the existing organizational budget.

Ineligible costs:

- Fire suppression equipment
- Costs funded by 2023 Emergency Medical Services: Funding Assistance Program
- Costs that exceed the budget limits outlined below.

| SUPPLIES   | SAMPLE SUPPLY ITEMS:   |  |
|--|--|--|
| <ul style="list-style-type: none"> <li>• You may request up to \$10,000 in total supplies.</li> <li>• Supplies are defined as: items that cost up to \$4,999.</li> <li>• Sample supply items are listed. This list is not exhaustive.</li> </ul> | <p>All Disposables</p> <ul style="list-style-type: none"> <li>• Gloves</li> <li>• Face masks</li> <li>• Face Shields</li> <li>• Gowns</li> <li>• Booties</li> </ul> <p>Replacing of supplies used during Pandemic</p> <ul style="list-style-type: none"> <li>• Cot sheets</li> <li>• Pillowcases</li> <li>• B/P Cuffs</li> <li>• Stethoscopes</li> </ul> | <ul style="list-style-type: none"> <li>• Personal protective equipment</li> <li>• Respiratory isolation hoods (PAPR's)</li> </ul> <p>Laptops<br/>Portable radios<br/>Cell phones</p> |

| EQUIPMENT  | SAMPLE EQUIPMENT:   |   |
|--|---|---|
| <ul style="list-style-type: none"> <li>You may request up to \$30,000 in total equipment.</li> <li>Equipment is defined as: items that cost \$5,000 and above.</li> <li>Sample equipment items are listed. This list is not exhaustive.</li> </ul> | <ul style="list-style-type: none"> <li>Cardiac Monitors</li> <li>IV Pumps</li> <li>Transport ventilators</li> <li>No touch thermometers</li> <li>Capnography Monitors</li> <li>Portable Ultrasound</li> </ul> | <ul style="list-style-type: none"> <li>Disinfectant Fogger Machine</li> <li>Ambulance child restraint</li> <li>CPR assist device</li> <li>Mechanical cot</li> </ul> |

| EMERGENCY RESPONSE VEHICLES   |
|---|
| <ul style="list-style-type: none"> <li>You may request up to \$50,000 for an emergency response vehicle such as an ATV, Snowmobile, or Winter EMS Sled</li> </ul> |
| <u>OR</u>   |
| <ul style="list-style-type: none"> <li>You may request up to \$200,000 for an ambulance</li> </ul>  |

| TRAINING  |
|---|
| <ul style="list-style-type: none"> <li>You may request the cost of training that is required to use equipment purchased</li> <li>You may request the cost of training required to advance scope of practice</li> <li>You may request up to \$15,000 for training</li> </ul> |

| STAFFING  |
|---|
| <ul style="list-style-type: none"> <li>You may request up to \$50,000 to enhance recruitment and retention</li> </ul> |

### 3.0 Submitting Your Request

**Application forms are due to DHS no later than 4:00 p.m. CDT on July 11, 2022.** Late forms will not be accepted. Submitters will receive email confirmation of receipt by DHS.

The form will be available in your Service E-Licensing account.

- Service directors will need to log in to review and complete the form
- The form will be submitted through E-Licensing

Form Questions

1. **NEED Statement:** The intent of this funding opportunity is to stabilize mobile healthcare providers by providing this one-time funding to support emergency responses across Wisconsin. Please describe what you need funds for, and how these funds will support your ability to continue to respond to emergencies. Suggested word count for the narrative is approximately 300-400 words.
2. **Equity:** (checkbox: yes or no) Projects that are focused on serving geographic or demographic communities in a Qualified Census Tracts will receive stronger consideration. The following link shows the Qualified Census Tracts in Wisconsin <https://www.huduser.gov/portal/qct/1statetable.html?statefp=55.0&DDAYEAR=2022>  
 2 Please indicate if your project serves in a Qualified Census Tract.

Provide details of the eligible expenses you are requesting through this form. The fields and categories collected in E-licensing are listed below. Note the maximum totals per budget category.

Instructions: In the first column, list the items, for example "5 Laptops." Cost per item should be the market cost of one item, for example "\$300." Total cost of items would then be "\$1,500." For Total Amount Requested, please enter the sum total amount requested for ALL items.

| <b>SUPPLIES</b>   |               |                        |
|---|---------------|------------------------|
| Items   | Cost per item | Total cost of item(s)  |
|   |               |                        |
| Supplies Sub-Total not to exceed \$10,000                       |               |                        |
| <b>EQUIPMENT</b>  |               |                        |
| Items   | Cost per item | Total cost of item(s)  |
|   |               |                        |
| Equipment Sub-Total not to exceed \$30,000                      |               |                        |
| <b>EMERGENCY RESPONSE VEHICLE</b>                               |               |                        |
| Items   | Cost per item | Total cost of item(s)  |
|   |               |                        |
| Emergency Response Vehicle Sub-Total See Section 2.3 for Limits |               |                        |
| <b>TRAINING</b>   |               |                        |
| Items   | Cost per item | Total cost of item(s)  |
|   |               |                        |
| Training Sub- Total not to exceed \$15,000                      |               |                        |
| <b>STAFFING</b>   |               |                        |
| Staffing Request Description                                    |               | Total amount requested |
|   |               |                        |

EMS Flex Grant

---

|   |  |
|---|--|
| Staffing Sub-Total not to exceed \$50,000 |  |
|---|--|

**4.0 Additional Supplier Forms Required**

- DOA-6456 Authorization for Direct Deposit form
- DOA-6457 Address Update form
- DOA-6460 New Supplier form
- IRS W-9 Request for Taxpayer Identification Number and Certification
- Voided Check

*NOTE: This varies depending on what information is already on file for the applicant. These forms will be uploaded into E-Licensing. A screening question will prompt the applicant as to which attachments they are required to submit. This will be addressed in the instructions section of the application.*

**5.0 Questions**

Submitters should submit all questions no later than 11:00 a.m. CDT on June 20, 2022. Answers to submitted questions will be posted online. Questions can be submitted in two ways:

- a. By email to [DHSFlexGrant@dhs.wisconsin.gov](mailto:DHSFlexGrant@dhs.wisconsin.gov).
- b. During the webinar on June 20, 2022.

Questions not received in writing (i.e., email) or during the webinar will not be addressed.

**7.0 Attestations**

Attestations in accordance with applicable provisions of the Federal American Rescue Plan Act of 2021 and the EMS Flex Grant provisions, are required and submitters must certify the following at the time of their request:

| YES | NO |  |
|-----|----|--|
|     |    | The organization will maintain for at least five years records sufficient to demonstrate that the expenses were compliant with applicable American Rescue Plan Act provisions. |
|     |    | Funds requested in this application will be used to supplement the existing organizational budget.   |
|     |    | Funds requested in this application do not duplicate funds requested in the 2023 Emergency Medical Services: Funding Assistance Program (EMS: FAP)                             |

*NOTE: These attestations will be signed off on in E-Licensing where the applications are uploaded.*