



City of Bristol  
Office of Town and City Clerk  
111 North Main Street  
Bristol, Connecticut  
(860)584-6200

February 3, 2023

Board of Finance  
Diane M. Waldron, Clerk  
City Hall  
111 North Main Street  
Bristol, Connecticut 06010

Dear Members:

At a special meeting of the City Council on February 2, 2023 it was voted to approve the submission of an application to the FEMA Assistance to Firefighters Grant Program, for up to \$376,000 with a requested City match of up to \$37,600 for a total project cost of up to \$415,000; to authorize the Mayor to execute any and all documents associated with the application, contract, and regular reporting to FEMA if awarded; and to refer this matter to the Board of Finance for any necessary action.

Very truly yours,

A handwritten signature in cursive script that reads "Merina Bigos".

Merina Bigos, CCTC  
Deputy Town and City Clerk

cc: Dawn Leger, Grants Administrator



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2023 FEB -1 AM 9:55

TOWN AND CITY CLERK  
BRISTOL, CT

DATE: February 1, 2023  
TO: Mayor Jeffrey Caggiano  
City Council Members  
FROM: Dawn Leger, Grants Administrator *D Leger*  
RE: FEMA Assistance to Firefighters Grant

**Background**

A program of the Federal Emergency Management Agency, the Assistance to Firefighters Grant (AFG) program offers grants to fire departments for training, vehicle acquisition, and wellness programs. The Bristol Fire Department has received multiple FEMA grants since 2018 to provide training to officers. The intention of this application is to provide additional training to firefighters to enable them to prepare for leadership roles and future advancement opportunities.

**Project Description**

The grant will cover the cost of contracting training for Rescue Rope Operational and Rescue Rope Technician. Classes are provided through the CT Fire Academy, and the budget includes trainer expense, the cost of textbooks, and the cost of overtime and/or staff coverage during the sessions. The total cost of the training is not to exceed \$415,000.

**Funding Request**

The City will request 90% of the project cost, or approximately \$376,000.

**City Match**

The City must provide a 10% match, or up to \$37,600.

**Requested Action**

Motion to approve the submission of an application to the FEMA Assistance to Firefighters Grant Program, for up to \$376,000 with a requested City match of up to \$37,600 for a total project cost of up to \$415,000; to authorize the Mayor to execute any and all documents associated with the application, contract, and regular reporting to FEMA if awarded; and to refer the matter to the Board of Finance for any necessary action.

**Actual Program Cost Estimate**

Federal Share: \$375,498.18  
City Match: \$ 37,549.82  
Total Cost: \$413,048.00