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| A close up of a sign  Description automatically generated |
| **TMLIRP Member**  **Fire Departments** |
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| Texas Fire Chiefs AssociationBest Practices RecognitionProgram Funding |
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| **Texas Municipal League Intergovernmental Risk Pool**  **Loss Prevention Department**  **P.O. Box 149194**  **Austin, TX 78714-9194**  **800-537-6655**  [**lossprevention@tmlirp.org**](mailto:lossprevention@tmlirp.org)  **512-491-2388 FAX**  **[September 8, 2020]** |

##### Texas Fire Chiefs Association

##### Fire Department

##### Best Practices Recognition Program Funding

The Texas Fire Chiefs Association Best Practices Recognition program is a voluntary program for departments to demonstrate compliance with Best Practices for fire departments. The program addresses critical areas of the fire service and encourages departments to seek continual improvement. The program is applicable to paid, combination, and volunteer fire organizations.

TMLIRP has budgeted $10,000 to pay the initial year fees for the Best Practices Recognition Program established by the Texas Fire Chiefs Association. All entities that are members of TMLIRP Workers’ Compensation or Liability programs are eligible to apply for funding assistance. Funding availability will be on first-come basis. This program is for the initial year funding only and yearly update fees will be the responsibility of the member entity. Once budgeted funding has been expended, the program will come to an end unless funding is approved in subsequent budget years.

The fee structure is developed by the Texas Fire Chiefs Association and is based on the size of the agency as shown in the following chart (subject to change).

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| Fire Fighters | Fee Amount |
| 1-10 | $ 350.00 |
| 11-25 | $ 500.00 |
| 26-50 | $1,200.00 |
| 51-100 | $1,600.00 |
| 101-200 | $2,000.00 |
| 201 or more | $2,400.00 |

**APPLICATION GUIDELINES**

* All fields on the application must be completed (including required signatures) in order to be considered.
* Electronically submitted applications are preferable. Send the application to Texas Fire Chiefs Association.
* The application must be signed by the highest-ranking elected official or the chief administrative officer of the City along with the fire chief and the Texas Fire Chiefs Association Coordinator of the Best Practices and Recognition Program. **Unsigned applications will not be considered.**
* Recipients will be chosen and notified in writing of the final decision and approval after review by the TMLIRP Loss Prevention Manager and Loss Prevention Assistant Manger.
* All funding is final and will not exceed your approved annual fees established by the Texas Fire Chiefs Association Best Practices and Recognition Program.
* Fees will be paid directly by TMLIRP to the TFCA Best Practices and Recognition Program after receipt of the application between the fire department and the TFCA. The TFCA will forward a copy of the application to TMLIRP.
* Applications will be accepted beginning in October of each year until funds are exhausted or by September 30, whichever comes first.

##### Texas Fire Chiefs Association

##### Fire Department Best Practices Recognition Program Funding

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| The Texas Municipal League Intergovernmental Risk Pool established a funding program with funding capped at $10,000. Individual member caps correspond to the TFCA Best Practices and Recognition fee guidelines. All entities who are members of TMLIRP Workers’ Compensation or Liability programs will be eligible to participate in the funding programs. Funds are to be used towards Best Practices and Recognition Program fees established by the Texas Fire Chiefs Association annual fee structure depending on the size of the agency. Funding availability will be on first-come basis. This funding program is for the initial year funding only and yearly update fees will be the responsibility of the member entity. |

**Applications may be submitted anytime throughout the fund year.**  **\*Fields are required for timely processing.**

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| **Please print or type the following:** | | | | |  |  | |
| \*Member/Organization Name Member Number  (TMLIRP Use Only) | | | | | | | |
| \*Department Requesting the Grant | | |  |  | | | |
| \*Name and Title of Department Contact/Recognition Administrator \*Signature | | | | | | | |
| \*Mailing Address, City, State, Zip  ( ) |  |  | | | | | |
| \*Phone \*Email   |  |  |  | | --- | --- | --- | | **Number of Paid Firefighters** | **Number of Volunteers** | **Total Amount Requested**  **$** | | | | | | | | |
| Total Amount Requested is YOUR Funding Fee as described by the TFCA Best Practices and Recognition Program. The fee will be paid directly to the TFCA Best Practices and Recognition Program. | | | | | | | |
| **Please describe how this funding will help your department.** | | | | | | | |
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| \* PRINT or TYPE NAME City Manager or Highest Ranking Elected Official | | | | Title | | |
| \* SIGNATURE of Person Named Above (Required) | | | | Date | | |
| \* PRINT or TYPE NAME Fire Chief | | | | Fire Chief | | |
| \*SIGNATURE (Required) Fire Chief | | | | Date | | |
| \* PRINT or TYPE NAME TFCA Representative | | | | Title | | |
| \*SIGNATURE (Required) TFCA Representative | | | | Date | | |

**Submit Applications to: Texas Fire Chiefs Association**