



August 7, 2018

Dear Fire Department Representative,

The Division of Forestry will be accepting grant applications for the 2018-19 Volunteer Fire Assistance (VFA) Program beginning August 7<sup>th</sup> – September 14<sup>th</sup>, 2018. Fire departments serving communities with populations of 10,000 or less are eligible. This is a 50% reimbursement grant for qualifying purchases totaling \$1,000 to \$6,000. Grants will be awarded in amounts from \$500 to \$3,000.

Please complete and send the following to your Assistant District Forester (ADF) no later than September 14<sup>th</sup>, 2018 (see page 4 of the VFA application for contact information):

- VFA Application Form
- W-9 Request for Taxpayer Identification Number and Certification

The original copy of the "Supplier Direct Deposit Authorization" form will need to be mailed to the address shown on the application.

In addition, your fire department must also have a current "Memorandum of Understanding" with the Division of Forestry that is dated after June 30, 2013. If you do not have one, contact your ADF.

More information about the Volunteer Fire Assistance Program can be found at <http://www.burnsafetn.org/vfa.html>.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. P. Bible".

Robin Bible

Fire Operations Unit Leader