

**HARDIN COUNTY FISCAL COURT
RESOLUTION NO. 2013-112**

BE IT RESOLVED, upon recommendation of Judge/Executive Harry L. Berry, to approve a grant application to the Kentucky Board of Emergency Medical Services for the FY 2013-2014 and FY 2014-15 Annual Grant for Hardin County.

BE IT FURTHER RESOLVED, to authorize the County Judge/Executive to sign all documents concerning this grant, so as to expedite the grant process.

ADOPTED, by the Hardin County Fiscal Court in its regular meeting on 23 July 2013.



Harry L. Berry
Hardin County Judge/Executive

ATTEST:



Kenneth L. Tabb
Hardin County Clerk



REVISED 5-1-2013

Ambulance Grant Funding – IMPORTANT UPDATES

KBEMS is making minor adjustments to the submission timelines to allow for better compliance with the regulation. This also allows KBEMS to disburse future grant funding to your county in a more timely manner.

What has changed?

KBEMS will administer the FY 2014 and FY 2015 application periods at the same time.

What does this mean?

County and Agency applications for FY 2014 and FY 2015 will **BOTH** be due prior to **December 31, 2013**.

Why are they both due?

This will allow KBEMS to disburse funding more expeditiously to your county.

- FY 2014 funds will be distributed in Spring of 2014.
- FY 2015 funds will be distributed Late Summer of 2014.

Note: This change will allow FY 2016 and all future funds to also be distributed at the beginning of each Fiscal Year (FY).

What does my County need to do?

Ensure that your County Fiscal Court office or Metro Government has submitted the following to KBEMS prior to **December 31, 2013**:

- FY2014 County Application (KBEMS-G1)
- FY2015 County Application (KBEMS-G1)
- Substitute W-9 Form (If information has changed since FY 2013 application period. KBEMS will once again use Direct Deposit for the disbursement of funds to your county. Please ensure the information on file is correct.)

What does my Agency need to do?

Ensure that your eligible EMS Agencies has completed and submitted the following to KBEMS prior to **December 31, 2013**:

- FY2014 Agency Application (KBEMS-G2)
- FY2015 Agency Application (KBEMS-G2)

What if my agency needs to change what we originally applied for?

A 'Substitute Item Form' (KBEMS-G3) must be submitted and approved prior to the purchase of any items with grant funds.

(Continued)

118 James Court, Suite 50 - Lexington, KY 40505

(859) 256-3565 - Fax: (859) 256-3128

Email: KBEMS@kctcs.edu - Website: kbems.kctcs.edu

KCTCS is an equal opportunity employer and education institution.

Where can I find the necessary forms?

All of the forms that need to be completed are available on the KBEMS website, kbems.kctcs.edu under the 'Agency Operations' heading, then click on 'Ambulance Grant Funding'. They can also be found on the 'Forms' page. All forms can be completed (typed into) prior to printing for signatures.

Remember that the KBEMS office will observe institutional closing from December 23, 2013 until January 3, 2014, and no one will be available to answer any last minute questions. The deadline for submission is set by regulation, items **submitted or postmarked after December 31, 2013 cannot be processed.**

The deadline for submission or postmark is **December 31, 2013.**

Remember, that there is no longer a 'Board Approved' list of items. All items purchased with Ambulance Grant funds need to fit in the categories below. The items you may apply for include:

- New or Used Vehicles that meet the requirements in regulation
- A monitor / defibrillator or AED
- Cot or Stretcher costing more than \$250 per unit
- Training Mannequin or Dysrhythmia Generator costing more than \$250 per unit
- Personnel Training, Education, and related expenses
- Other Items – In order to purchase items not listed above, they must meet all three requirements below:
 - Non-Disposable
 - Required by Regulation
 - Cost more than \$250 per unit

APPLICATION PROCESS:**Ground EMS Agency Process**

- Download 'KBEMS Agency Grant Application' (KBEMS-G2)
(Forms are available at kbems.kctcs.edu, under 'Ambulance Grant Funding' or 'Forms')
- Completely fill out your Agency Application.
You may type and save items in the form before printing.
- EMS Agency Director must sign the application
- This application along with the County Application (KBEMS-G1) must be submitted to KBEMS.
- Items postmarked after December 31, 2013 WILL NOT BE PROCESSED.
- KBEMS recommends using a submission process that is traceable. (Certified Mail, UPS, etc.)

County Application Process

- Download 'County Application' (KBEMS-G1)
Forms are available at kbems.kctcs.edu, under 'Ambulance Grant Funding' or 'Forms'
- Completely fill out your County Application (KBEMS-G1).
You may type and save items in the form before printing.
- County Judge Executive or designee must sign the application
- Complete Substitute W-9 Form
- Receipts for items purchased in FY 2011 (If not previously submitted)
- The application along with an 'Agency Grant Application' (KBEMS-G1A) for each agency applying and your county Substitute W-9 Form must be submitted to KBEMS.
- Items postmarked after December 31, 2013 WILL NOT BE PROCESSED.
- KBEMS recommends using a submission process that is traceable. (Certified Mail, UPS, etc.)