

STATE OF NEW MEXICO
GOVERNMENTAL SERVICES AGREEMENT
BETWEEN THE
YOUTH CONSERVATION CORPS COMMISSION
AND
COUNTY OF SANTA FE

COPY

THIS AGREEMENT is made and entered into by and between the State of New Mexico Youth Conservation Corps Commission (YCCC) and County of Santa Fe (Contractor).

THE PARTIES MUTUALLY AGREE:

1. Scope of Work: The Contractor shall:

A. Plan, design, establish, and manage a Youth Conservation Corps Project (the Project) including recruiting, guiding, and coordinating the work of Corps members and providing them with job and life skills training and educational opportunities in accordance with the NMYCC Act and the Sponsor Application (Attachment 1). The Project shall be considered a Seasonal Project and be no longer than six months. The Project shall begin when the first Corps member begins work and shall end when the last Corps member is released from employment or in six months, whichever date is earlier. **Note:** At Work Location 3 (Santa Fe County and possibly statewide), YCCC shall not pay for actual firefighting activities in the event Contractor is also being reimbursed by another entity for those same services, even as a flat rate for providing those services rather than reimbursement for employee wages.

B. YCCC may allow minor changes in the project, budget, or in-kind sponsor contribution (including, but not limited to, transfer of funds from one line item to another, replacing a work project from the scope of work with an alternative project, change in sponsor contribution amounts, or changes in materials provided) without requiring an Amendment to this Agreement, provided that Contractor requests such changes in writing and the YCCC or its Executive Director approve the request in writing. Decreases in the portion of the project's budget or the in-kind sponsor contribution designated as wages for YCCC members shall not be allowed without a written Amendment to this Agreement.

C. Contractor shall make requests for reimbursement on the Request for Reimbursement Form (Attachment 2) and must submit a written Project Status Report with each reimbursement request. Contractor shall use the YCCC web-based reporting system (available at <https://www.YCCC.state.nm.us/YCC>) throughout this Agreement's duration. Contractor shall provide an in-kind sponsor contribution as specified in Attachment 1.

D. Contractor must contribute the amounts specified in Attachment 1, unless Contractor is unable to contribute these amounts because of unforeseen

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circumstances and obtains written approval for a lesser or prorated amount from the Executive Director. Contractor shall outline Contractor's contribution on the In-Kind Sponsor Match Form/Forms (Attachment 3), outlining Contractor's contribution and submit with proper back-up documentation with each request for reimbursement and prior to the submittal of the Final Request For Reimbursement. YCCC shall not process Final Request for Reimbursement until Contractor submits In-Kind Sponsor Contribution Form/Forms.

E. Contractor shall not begin the Project until Contractor provides YCCC with proof that it has obtained permission from all land owners or managers where the Project shall take place and the YCC Executive Director issues a letter to proceed.

F. Contractor shall hire Corps members who shall be considered employees of Contractor, and monitor all Corps members and Project activities to ensure compliance with the Project as described in the Scope of Work above. Contractor shall provide supervision of Corps members while on the Project work site, including substitutes, if crew leaders are absent, and ensure the Project work site meets all applicable state and federal health and safety standards and all state and federal labor laws. Contractor shall purchase and provide all tools and materials necessary for implementation of the Project as described in Attachment 1.

G. Contractor shall prepare and submit requests for final reimbursement within 45 days after completion of the Project. NOTE: THE YCC PROJECT ENDS WHEN THE LAST CORPS MEMBER IS RELEASED FROM EMPLOYMENT. Contractor must: 1) submit final Project reports and final budget reports with the final request for reimbursement; 2) prepare and submit in a timely manner any other information related to the Project as requested by YCCC or its Executive Director; and 3) prepare and submit Corps member work performance evaluations and Corps member survey forms at the end of a Corps member's service via the web-based reporting system.

2. Compensation:

A. YCCC shall pay Contractor for services satisfactorily rendered in an amount not to exceed one hundred forty-seven thousand five hundred eighty-four dollars and fifty-six cents (\$147,584.56), which shall include New Mexico Governmental Gross Receipts Taxes, if applicable, and travel pursuant to Paragraph B of this Compensation Section. YCCC shall make payment upon the satisfactory and timely completion of the work described above in the Scope of Work and Attachment 1. This amount is a maximum and not a guarantee that the work assigned to Contractor under this Agreement to be performed shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. Contractor is responsible for notifying YCCC when the services provided under this Agreement reach the total compensation amount. In no event shall the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended in writing prior to

those services in excess of the total compensation amount being provided. Reimbursement shall be consistent with the budget outlined in Attachment 1. YCCC MUST receive all invoices no later than 15 days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date SHALL NOT BE PAID

B. YCCC shall pay such travel expenses as may be incurred in, and as are necessary for, the performance of this Agreement at the rates established in the New Mexico Per Diem and Mileage Act, NMSA 1978, §§ 10-8-1, *et seq.*, as implemented by the current Department of Finance and Administration (DFA) rule and the current YCCC travel policy. Contractor must use the Vehicle Usage Form (Attachment 4) to request reimbursement of travel expenses, if applicable

C. Contractor shall be responsible for paying New Mexico Gross Receipts taxes levied on amounts payable under this Agreement, if applicable.

D. Contractor must submit detailed statements accounting for all services performed, goods obtained, and expenses incurred. Vouchers must be supported by approved purchase order or equivalent document and invoice by the supplier, evidencing the propriety of each claim for payment. Wage amounts charged shall be based upon payrolls maintained by Contractor and must be supported by time and attendance sheets. If YCCC finds that the statement, services, goods, or expenses are not acceptable, within 30 days after the date of receipt of (i) written notice from the Contractor that payment is requested, and (ii) all supporting documentation, YCCC shall provide the Contractor a letter of exception explaining the defect or objection to the statement, services, goods, or expenses, and outlining steps the Contractor may take to provide remedial action. Upon YCCC's certification that the statement, supporting documentation, services, goods, or expenses have been received and accepted, YCCC shall tender payment to the Contractor within 30 days after the date of acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. However, YCCC shall not incur late charges, interest, or penalties, for failure to make payment within the time specified herein.

3. Term: This Agreement becomes effective when executed by an authorized representative of Contractor and of YCCC and when DFA encumbers funds for this Agreement. It shall terminate on December 30, 2013 unless earlier terminated pursuant to Section 4, Termination, or Section 5, Appropriations, below.

4. Termination: Either party may terminate this Agreement upon written notice delivered to the other at least 10 days prior to the intended termination date. By such termination, neither party may nullify or avoid any obligation required to have been performed prior to termination.

5. Appropriations: This Agreement's terms are contingent upon the New Mexico State Legislature granting sufficient appropriation an authorization. If sufficient appropriation or authorization is not granted, YCCC may terminate this Agreement, or in

the alternative suspend performance pending approval of sufficient appropriation or authorization, upon written notice from YCCC to Contractor. YCCC's decision as to whether sufficient appropriations are available shall be at its sole and absolute discretion and shall be final, binding, and accepted by Contractor.

6. Status of Contractor: The Contractor and its agents and employees are independent contractors performing professional services for YCCC and are not employees of the State of New Mexico. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of state vehicles, or any other benefits afforded to employees of the State of New Mexico as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the State of New Mexico unless the Contractor has express written authority to do so, and then only within the strict limits of that written authority.

7. Assignment: Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without YCCC's prior written approval.

8. Subcontracting: Contractor shall not subcontract any portion of the services to be performed under this Agreement or obligate itself in any manner to any third party, with respect to any rights or responsibilities under this Agreement, without YCCC's prior written approval. YCCC may disallow costs incurred by the Contractor in relation to a subcontract if Contractor does not obtain prior written approval.

9. Release: Final payment of the amounts due under this Agreement shall operate as a release of YCCC, its officers, and employees, and the State of New Mexico from all liabilities, claims, and obligations whatsoever arising from or under this Agreement.

10. Acknowledgment: Contractor shall acknowledge YCCC as a co-sponsor and funding source in all news releases, programs, proceedings and related publicity/publications for the Project.

11. Product of Services; Copyright: All materials developed or acquired by Contractor under this Agreement shall become the State of New Mexico's property and be delivered to YCCC no later than this Agreement's expiration date. Nothing Contractor produces, in whole or in part, under this Agreement shall be the subject of a copyright application or other claim of ownership by or on behalf of Contractor.

12. Conflict of Interest; Governmental Conduct Act: Contractor warrants that it presently has no interest and that it shall not acquire any interest, direct or indirect, which would conflict in any manner with performance or other services required under this Agreement. Contractor certifies that all applicable provisions of the requirements of

the Governmental Conduct Act, NMSA 1978, §§ 10-16-1 through -18, including provisions related to contracting with, or employing, public officers, legislators, state employees or former state employees, have been followed.

13. Amendment: This Agreement shall not be altered, changed, or amended except by written instrument executed and approved by the parties hereto.

14. Merger: This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into this written Agreement. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless as embodied in this Agreement.

15. Penalties for Violation of Law: The Procurement Code, NMSA 1978, §§ 13-1-28 through 13-1-199, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

16. Equal Opportunity Compliance: Contractor agrees to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation, or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

17. Applicable Law: The laws of the State of New Mexico shall govern this Agreement, without giving effect to New Mexico's choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, § 38-3-1(G). By execution of this Agreement, Contractor acknowledges and agrees to the exclusive jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

18. Compliance with Law and Funding Source Conditions: Contractor shall comply with all applicable state and federal statutes, regulations or rules, including without limitation those imposed as a consequence of funding pursuant to this Agreement.

19. Insurance Coverage: Contractor shall provide YCCC a statement indicating that the activities described in the Scope of Work are covered by insurance as set forth below, secured in accordance with any method allowed by applicable law, including self-insurance, pooling of self-insured reserves or insurance provided by a

third party, prior to commencing work under this Agreement and in no case later than 15 days after this Agreement's execution. Contractor shall maintain continuous coverage of the activities described in the Scope of Work, so long as this Agreement is in effect. Failure to maintain such coverage is reason for immediate termination of this Agreement. Contractor shall notify YCCC prior to cancellation or expiration of any insurance required under this Agreement.

A. Worker's Compensation protection that complies with the requirements of the New Mexico Worker's Compensation Act, NMSA 1978, §§ 52-1-1, *et seq.*, if applicable. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, YCCC may terminate this Agreement.

B. Comprehensive public liability protection covering property damage and personal injury liability that may arise under this Agreement and any amendments hereto, in amounts equal or greater than liability limits set forth in NMSA 1978, § 41-4-19, as it may be amended from time to time.

20. Records and Audit: Contractor shall maintain detailed time and expenditure records that indicate the date, time, nature, and cost of services rendered during the Agreement's term and effect and retain them until three years after the termination date specified in Section 3, Term. These records shall be maintained and available within the State of New Mexico if the Contractor has an office within the state; otherwise, Contractor shall make such records available to YCCC within 10 days upon YCCC's request. During this time, such records shall be subject to inspection by YCCC, DFA and the State Auditor. Contractor further agrees to include in all subcontracts hereunder the same right of inspection and audit against all subcontractors. YCCC shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose YCCC's right to recover excessive or illegal payments. The periods of inspection and audit may be extended for records, which relate to litigation or settlement of claims arising out of performance of this Agreement and shall continue until all potential litigation, appeals, claims, or exceptions have expired or been resolved.

21. Liability: Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, §§ 41-4-1, *et seq.*, as amended.

22. Procurement, Utilization, and Disposition of Property: Contractor shall report acquisition of any capital property (property with an expected life of at least one year) to YCCC within one month following the acquisition.

23. Minimum Wage Rate: If applicable, Contractor shall comply with minimum wage rates as established by the New Mexico Department of Workforce Solutions, Labor Relations Division, and with all other applicable requirements of that Department, including posting of the wage rates in a prominent location on the site for hiring and performing of this Agreement.

24. Attorney's Fees and Costs: Contractor agrees that if a court of competent jurisdiction finds Contractor has breached this Agreement, or amendments hereto, or to have committed any tortious act relating to this Agreement's scope, YCCC may recover from Contractor reasonable attorneys' fees and costs in connection with litigation brought to obtain the judicial determination and to collect any judgment.

25. Invalid Term or Condition: If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

26. Enforcement of Agreement: A party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that party's right thereafter to demand strict performance with that or any other provision. No waiver by a party of any of its rights under this Agreement shall be effective unless express and in writing, and no waiver of a specified right by a party shall be effective to waive any other rights.

27. Authority: If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represent and warrant that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor or any other entity is necessary to enter into a binding contract.

28. Notice:

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To YCCC:

Youth Conservation Corps
1220 So. St. Francis Drive
Santa Fe, NM 87505

Assistant General Counsel
YCCC – Office of the Secretary
1220 S. St. Francis Drive
Santa Fe, NM 87505

To the Contractor:

County of Santa Fe
35 Camino Justicia
Santa Fe, NM 87508

To Risk Management Division:

Risk Management Division
General Services Department
P.O. Drawer 26100
Santa Fe, NM 87502-0110

IN WITNESS WHEREOF, the parties hereto have herein below executed this Agreement.

STATE OF NEW MEXICO, YOUTH CONSERVATION CORPS COMMISSION

By: *Diana R. Beaman*
Commission Chair or Designee

Date: *Feb 26 2013*

COUNTY OF SANTA FE

Approved as to form
Santa Fe County Attorney
By: *[Signature]*
Date: *2-11-13*
Sony 2/13/13

By: *Katherine Njoku*
Authorized Representative Signature

Date: *2.16.13*

Contractor's Printed Name and Title _____

Attachment 1

1220 So. St. Francis Drive, Santa Fe, NM 87505
www.emnrd.state.nm.us/YCC



**FISCAL YEAR 2014/CALENDAR YEAR 2013
REQUEST FOR PROPOSAL**

APPLICAT NAME: Santa Fe county Fire Department

The **APPLICATION** can be found on the Youth Conservation Corps web page:
www.emnrd.state.nm.us/YCC

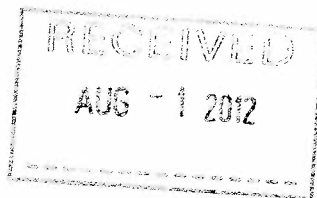
APPLICATION DEADLINE: Hard copy Applications must be received no later than 4:00 p. m.
Mountain Daylight Savings Time, Thursday, August 2, 2012

Read the Request for Proposal (RFP) carefully. Both the RFP and the Application are on the Youth Conservation Corps (YCC) website; www.emnrd.state.nm.us/YCC. Applicants must use the web based electronic application when applying for a YCC grant and must submit a complete/correct, signed original Application and 9 copies to:

1220 So. St. Francis Dr.
Santa Fe, New Mexico 87505

by the application deadline. No faxed or emailed responses will be accepted.

PROJECT START DATE: No earlier than January 1, 2013



NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

SECTION 1 APPLICATION INFORMATION

Section 1 is worth 5 points.

APPLICANT INFORMATION PAGE AND QUALIFICATION FORM Qualifications of Applicant (Organization/Grantee), Project Coordinator, and others who are directly responsible for managing the Project <i>(Identify the fiscal agent (Applicant) responsible for the proposed project. Resumes for those directly responsible for managing the project should be placed at the end of the application. This should include, but is not limited to, the Applicant's (sponsor organization) Executive Director, Project Coordinator, trainers, etc.)</i>		
APPLICANT <i>(Fiscal Agent/Project Sponsor Organization)</i>		
Name (Organization applying for the grant): Santa Fe county Fire Department		
Address: 35 Camino Justicia Santa Fe, NM 87508		
Phone #: (505)995-6527	Fax #: (505)992-3065	Email: mfeulner@santafecountynm.gov
Non-Profit #: <i>(Include IRS letter supporting claim of non-profit status, if applicable. Attach at the end of the application.)</i>		
State Tax ID #: 01-505911001	Federal Tax ID #: 85-6000073	
PROJECT COORDINATOR <i>(Individual responsible for overseeing Project on a day to day basis) (Fill out the Address, Phone #, Fax #, and Email if different from Applicant's)</i>		
Name: Feulner, Mike	Address: 35 Camino Justicia Santa Fe, NM 87508	
Phone #: (505)995-6527	Fax #: (505)992-3065	Email: mfeulner@santafecountynm.gov
FISCAL OFFICER <i>(Individual responsible for compiling and submitting reimbursement requests)</i>		
Name: Morris, Donna	Address: 35 Camino Justicia Santa Fe, NM 87508	
Phone #: (505)995-6527	Fax #: (505)992-3065	Email: dmorris@santafecountynm.gov
PROJECT DETAILS		
Number of Youth Employed: 10	Project Start Date: 04/01/12	Project End Date: 10/01/12
YCC Budget Request Amount: \$147,584.56	In-Kind Applicant/Partner Contribution: \$50,250.32	
% of Grant Request in Wages: 82%		
<input type="checkbox"/> Summer Project (June, July, and August)	<input checked="" type="checkbox"/> Seasonal Project (No more than 6 months in length)	<input type="checkbox"/> Residential Project
County(s): Bernalillo, San Miguel, Sandoval, Santa Fe, Torrance		
NM House District(s): 40, 43, 46, 47, 65, 68, 70		
NM Senate District(s): 5, 6, 24, 25, 39		

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

SECTION 1 - Mandatory Document

STATEMENT OF ASSURANCES

- A. It desires to enter into a contract known as a Professional Services Agreement or Governmental Services Agreement, describing the project and post-project responsibilities of the Applicant and of the YCC Commission, no part of which contract the Applicant shall be permitted to change without the YCC Commission's written consent in the form of a contract amendment.
- B. It understands that the contract and any amendments thereto, along with the claims and assurances contained in this proposal, will be binding in all respects.
- C. It shall abide by all applicable federal and state laws relating to the project or to the contract, including all applicable child labor laws and shall not allow Corps members to participate in removal or cleanup of any toxic or hazardous waste or toxic or hazardous waste site.
- D. It understands that the contract period shall extend from the date of contract approval by the New Mexico Department of Finance and Administration (DFA), if applicable, or YCC Commission signature, if applicable, or date of encumbrance of funds by DFA to pay for the project, whichever date is later.
- E. It shall employ qualified staff and provide adequate supplies, materials, and equipment to ensure successful project completion.
- F. Projects shall not duplicate the routine services or functions of the sponsor and will be consistent with the purposes of the New Mexico Youth Conservation Corps Act.
- G. Funds received by the successful applicant from the Commission through any contract issued pursuant to this proposal shall be used to accomplish projects that otherwise would not be accomplished with existing funds.
- H. It owns or leases all of the equipment and structures that will be required for project implementation, maintenance, and monitoring, except the equipment or structures that it will purchase during the project as explained in the project budget summary or has the property owner's written permission for the Project and Corps members to be on the property.
- I. It understands that the YCC Commission or its designee shall monitor the Applicant's compliance with the contract terms.
- J. It understands that the YCC Commission shall make payments under the contract on a reimbursable basis and only for allowable, documented, and YCC Commission-approved project expenses that have been incurred or obligated during the project time period.
- K. It shall not discriminate against any employee or Corps members, or applicant because of the individual's race, color, religion, ancestry, sex, national origin, sexual orientation, gender identity, handicap, or disability.
- L. The Project's implementation shall not displace or partially displace currently employed workers, nor shall it terminate, lay off, or reduce the working hours of any employee in order to use a Corps members to perform the employee's duties.
- M. Projects shall be completed in six months or less.

I, the undersigned, affirm that all of the information the Applicant provided in this proposal is true and correct and that I have the authority to bind the Applicant to the above assurances.

Signature: *David M. Saerling* Printed Name: DAVID M. SAERLING
 Title: Fire Chief, Santa Fe County Fire Date: August 1, 2012

MUST BE SIGNED AND DATED BY APPLICANT'S OFFICIAL REPRESENTATIVE

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

SECTION 2 WORK COMPLIANCE

Section 2 is worth 25 points.

YCC PROJECT SUMMARY

This is your opportunity to take advantage of summarizing your project. Include what you feel will be the overall accomplishments of this project. (Maximum characters is 2000)

Project Name or Title: Hazardous Fuel Reduction Projects in Santa Fe County

Ages of Youth Involved in the Project
(must be between the ages of 14 to 25):

18-25

of Youth Employed: 10

Explain procedure for hiring Corps members:
Once award has been made the application process will be conducted through the Santa Fe County Human Resources Division. The positions will be filled as employees of the Fire Department Wildland Division. Once hired, each new employee will receive an employee orientation conducted by the Human Resources Division.

Narrative (Maximum of 2000 characters):

SFCFD will hire 10 individuals to fill a 10 person hand crew available for forest thinning projects in Santa Fe County. This crew will also be available to fight wildland fires. Each member of the crew will receive basic wildland firefighter and power saw operation training and will be qualified as a wildland firefighter. After initial training the crew will be structured with 2 lead crew members and 8 crew members. Two Santa Fe County Fire wildland firefighters will supervise the crew in all aspects of daily operations. The Wildland Coordinator for Santa Fe County Fire will administrate the project. Transportation will be provided by Santa Fe County Fire. Project work will consist of hazard fuel reduction projects located across Santa Fe County aimed at reducing risk of wildland fire and improving forest health. Each crew member will receive basic GPS training to map project areas to be used in the monitoring plan to track changes over time. These projects are tied directly to Santa Fe County Community Wildfire Protection Plan (CWPP) which was adopted in 2008. The crew's tasks will address the concerns and implement some of the recommendations set forth in the CWPP. Specifically the concerns to be addressed include: 1) thin small diameter trees that exacerbate fire risk; 2) create fire breaks between private homeowners and public lands; 3) chip and mulch biomass on treatment sites for use as erosion control; 4) develop interpretive trails through the treatment sites; 5) train crew members on wildland fire science; and 6) monitor changes over time in each treatment

Instructions for Completing the Work Project Descriptions Tables: The Applicant's YCC project may identify several locations where the work projects will take place. You must include the location for each work project. If the Applicant does not own the property where the Project will take place, the Applicant must document that the property owner (Partner) has given permission for the project to take place on the Partner's property by obtaining the appropriate signature(s) on the Certification Statement Form provided in the hard copy application. Use the Applicant/Partner Signature Form for Multiple Project Locations if there will be several project site locations owned by the same Partner.

Work Project Descriptions

Work Location 1

Property Description for this Location

Provide street address or Township/Range/Section and common identification name (Maximum of 80 characters)

T17N R10E S28a, Parker/Talaya

Instructions for completing Work Project Description and Tasks: The work project should be described with enough detail to tell reviewers what the final product will be. (Maximum of 400 characters)

Work Project Description: Thin small diameter trees that exacerbate the fire risk, create fire breaks between private and public lands, chip biomass for use of erosion control, develop interpretive trails for county residents to see and enjoy the results of thinning, train crew members on wildland fire science and respond to wildland fires. A ongoing project in the county.

Task 1: 1.This is an on-going project with Open Space in the county. 2.Thin small diameter trees to 50-100 trees per acre depending on the location of the parcel in proximity to private homes. 3.Create fire breaks between private property and County property. Fire breaks allow fire fighters to contain wildland fires in a particular area. 4.Chip the trees that have been cut to create "biomass" that will be used as erosion control material. The biomass will be placed in areas where potential soil erosion could result from the thinning.

Start/End Date for Work Project 1	4/1/2012 - 10/1/2012
Property Owned by Applicant <input checked="" type="checkbox"/>	Property Not Owned by Applicant <input type="checkbox"/>

Work Location 2

Property Description for this Location T17N R10E S4, Little Tesuque, Close to Santa Fe Ski Basin

Work Project Description: Task 1: Thin small diameter trees that exacerbate fire risk, create fire breaks between private and public lands, chip biomass for use as erosion control, develop interpretive trails for county residents to see results of thinning, train crew members on wildland fire science and respond to wildland fires

Task 1: 1.This is an on-going project with Open Space in the county. 2.Thin small diameter trees to 50-100 trees per acre. Due to the steep terrain, hand crews and chainsaws will be utilized in this area. We will seek to promote biodiversity in size, age and species of trees. Standing dead will be left for habitat. Ladder fuels and clusters of brush under trees will be removed. 3.Fuel breaks along the Santa Fe Ski Basin Rd and along the southern border (which borders a WUI community) will be cut. This area, due to its steep terrain and proximity to the Santa Fe Watershed and large parcel homes is a magnet for illegal camp burns and hikers breaking their own trails, thus creating damage. An official trailhead, trail and interpretive signs will be constructed.

Start/End Date for Work Project 2	4/1/2012 - 10/1/2012
Property Owned by Applicant <input checked="" type="checkbox"/>	Property Not Owned by Applicant <input type="checkbox"/>

Work Location 3

Property Description for this Location Santa Fe County, possibly Statewide

Work Project Description: Wildland Firefighting

Task 1: 1.Provide Corps members with the required fire fighting courses to qualify them to fight wildland fire. These classes are; S130/190 Basic Wildland Firefighting, I-100 Incident Command System, L-180 Leadership, and S212 Power Saws for Wildland Firefighting. 2.Give the Pack Test to Corps members. Any individual that serves on a wildland fire fighting crew must pass this test. 3.Issue Red Cards. A Red Card documents that an individual has taken the basic wildland fire fighting courses and the pack test. The individual is now qualified to be on a wildland fire fighting crew. 4.Be prepared for fire incidents by having equipment ready. 5. After a fire incident, clean equipment, repair any damage to equipment and restock, packs, fire trucks, tankers, etc. 6.Write up report on fire incident

Start/End Date for Work Project 3	4/1/2012 - 10/1/2012
Property Owned by Applicant <input type="checkbox"/>	Property Not Owned by Applicant <input checked="" type="checkbox"/>

Certification Statement Form

I/We, _____, who own the property located at the above location, certify that the YCC Project and Corps Members have permission to be on my/our property to conduct the activities as outlined in Section 2 of this document. I/We further certify that this property is open to the general public who will have reasonable access. **(If a non-profit entity or other entity owns the property, the Applicant may be required to obtain an easement from the property owner to the Applicant allowing reasonable public access.)**

Signature of Official Representative or Owner:	Print Name:	Title:	Date:
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ALTERNATIVE WORK PLAN

(Describe alternative work plan and work tasks the Applicant can implement if for some unforeseen circumstances a Work Project in Section 2 cannot be completed. List them in order of priority. Also consider what the Applicant can provide in case of inclement weather. (2000 characters maximum)

SFCFD will have 1 additional work site in the event the first two are unavailable. County Open Space has plans to build a new trail head in the San Pedro area. The work would be to start clearing for parking and thinning of the 140 acres for hazards fuels and trail construction. This trail head would tie in to a future trail on BLM land that is adjacent to the county property.

BENEFIT TO COMMUNITY

(Describe how the local community, as a whole, will directly benefit from the Project itself and how the Project will be of lasting value. We are not asking how the Corps members will benefit from the employment and learning experiences or how the community will benefit from having the youth employed. Instead we are asking how the completed Project itself will affect the community. For example, improved parks, community centers, etc.)(2000 characters maximum)

Treating high risk areas in the WUI areas of Santa Fe County will benefit the entire county in helping to prevent a catastrophic incident, as well as improving forest health. Interpretive trail building throughout these areas not only allows the community to see and understand the benefit of treatments but also provides a model for private landowners to follow on their own lands. We often have local people arrive on treatment sites to inquire about what we are doing, which allows us to open a dialog with community members and educate them about wildfire mitigation. The fuel wood from these thinning projects directly benefits community members in need.

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

SECTION 3 EDUCATION/TRAINING

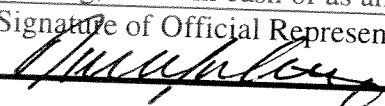
Section 3 points are broken down into two categories.

Industry Certification, Credit Hours, Continuing Education Certifications (The following are examples for this category; defensive driving, First Aid/CPR, S-130/190-Fire Fighting). This category is worth 10 points.

General training (The following are examples for this category; work ethic, job skills, harm reduction classes, conflict resolution, construction skills). This category is worth 15 points.

TOTAL POINTS FOR EDUCATION/TRAINING 25 points

*Instructions for filling out the Educational Class/On-the-Job Training Tables: Provide the information requested in each box. You must identify who will be paying for the training; YCC, the Applicant/Partner, or both. If both, check "Paid By Both". If the "Paid as an In-Kind Contribution" box is checked, the organization or individual providing the educational class/on-the-job training must sign and date the Certification Statement Form (hard copy document). Use the appropriate box to identify whether a Corps member will receive a license, credit hours, or a certificate. More than one box may be checked. If the applicant has indicated that Corps members will receive license/credit hours for participating in this YCC project, **Certification Statement Form for Educational Provider/Educational Class/On-the-Job Training** form shall be filled out by the Educational Institution from which the Corps member(s) will receive the credit hours. If you contacted the local school district to discuss the potential of offering school credit for the service learning component and the school district declined to participate, please attach a paragraph explaining the school district's reason why they were unable to provide the service learning credit component.*

Educational Class/On-the-Job Training # 1			
Paid by YCC Funds <input type="checkbox"/>		Paid as an In-Kind Contribution <input checked="" type="checkbox"/>	
See Certification Statement Form in this table below:			
Name of Class (Maximum of 80 characters): NWCG S130/190 Basic Wildland Firefighting			
Skills Learned (Maximum of 800 characters): This course sets the foundational skills universal to all wildland firefighters. The material is broken down into 12 modules and a mandatory instructor led field day exercise. Each module explains the concepts and skills that will be preformed and evaluated on the field day.			
Corps members earn license: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no If yes, identify type:	<u>Is credit offered by the local school district for graduation requirements or is a college offering credit towards a degree/certificate?</u> <input type="checkbox"/> yes <input checked="" type="checkbox"/> no If yes, how many credit hours will each Corps member earn per class?		Corps members earn certifications: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Identify the Provider for this Education/Training Experience: Santa Fe County Fire Department			
Certification Statement Form			
Educational Class/On-the-Job Training			
I/We, <u>SANTA FE COUNTY FIRE DEPARTMENT</u> , will provide payment for this training, either in cash or as an in-kind contribution.			
Signature of Official Representative or Owner: 	Print Name: <u>DAVID M. SPERRING</u>	Title: <u>Fire Chief</u>	Date: <u>8-1-12</u>

Educational Class/On-the-Job Training # 2	
Paid by YCC Funds <input type="checkbox"/>	Paid as an In-Kind Contribution <input checked="" type="checkbox"/>
See Certification Statement Form in this table below:	

Name of Class (Maximum of 80 characters): Fema I-100 Incident Command System

Skills Learned (Maximum of 800 characters): ICS 100, Introduction to the Incident Command System (ICS), introduces the ICS and provides the foundation for higher levels of ICS training. The course describes the history, features and principals, organizational structure of the ICS. It also explains the relationship between ICS and the National Incident Management System (NIMS).

Corps members earn license: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no If yes, identify type:	Is credit offered by the local school district for graduation requirements or is a college offering credit towards a degree/certificate? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no If yes, how many credit hours will each Corps member earn per class?	Corps members earn certifications: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
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Identify the Provider for this Education/Training Experience: Santa Fe County Fire Department

Certification Statement Form
Educational Class/On-the-Job Training

I/We, SANTA FE COUNTY FIRE DEPARTMENT, will provide payment for this training, either in cash or as an in-kind contribution.

Signature of Official Representative or Owner: <i>[Signature]</i>	Print Name: DAVID M. SPERLING	Title: Fire Chief	Date: 8-1-12
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Educational Class/On-the-Job Training # 3

Paid by YCC Funds Paid as an In-Kind Contribution
See Certification Statement Form in this table below:

Name of Class (Maximum of 80 characters): NWCG L-180

Skills Learned (Maximum of 800 characters): Presentation of this course involves a few short lecture segments but primary content is delivered by video and supported with small group exercises. Topic include: Situational awareness, basic communication responsibility, attitude and stress barriers, decision making processes and teamwork principles.

Corps members earn license: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no If yes, identify type:	Is credit offered by the local school district for graduation requirements or is a college offering credit towards a degree/certificate? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no If yes, how many credit hours will each Corps member earn per class?	Corps members earn certifications: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
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Identify the Provider for this Education/Training Experience: Santa Fe County Fire Department

Certification Statement Form
Educational Class/On-the-Job Training

I/We, SANTA FE COUNTY FIRE DEPARTMENT, will provide payment for this training, either in cash or as an in-kind contribution.

Signature of Official Representative or Owner: <i>[Signature]</i>	Print Name: DAVID M. SPERLING	Title: Fire Chief	Date: 8-1-12
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Educational Class/On-the-Job Training # 4

Paid by YCC Funds Paid as an In-Kind Contribution
See Certification Statement Form in this table below:

Name of Class (Maximum of 80 characters): NWCG S-212 Power Saw for Wildland Firefighting

Skills Learned (Maximum of 800 characters): This course is a combined classroom/field exercise format providing skill training for work as a power saw operator on wildfires. Cutting techniques

and procedures presented are of uniform applicability of the United States. Significant brush/tree species differences are addressed as necessary, and local and regional species are stressed.

Corps members earn license: yes no

If yes, identify type:

Is credit offered by the local school district for graduation requirements or is a college offering credit towards a degree/certificate? yes no

If yes, how many credit hours will each Corps member earn per class?

Corps members earn certifications: yes no

Identify the Provider for this Education/Training Experience: Santa Fe County Fire Department

Certification Statement Form
Educational Class/On-the-Job Training

I/We, SANTA FE COUNTY FIRE DEPARTMENT, will provide payment for this training, either in cash or as an in-kind contribution.

Signature of Official Representative or Owner: [Signature] Print Name: DAVID M. SPENCING Title: Fire Chief Date: 8-1-12

Educational Class/On-the-Job Training # 5

Paid by YCC Funds

Paid as an In-Kind Contribution

See Certification Statement Form in this table below:

Name of Class (Maximum of 80 characters): First Aid, CPR and Stokes Litter Training

Skills Learned (Maximum of 800 characters): Basic first aid and CPR techniques. Learning about stokes litter, moving patients out the wilderness areas.

Corps members earn license: yes no

If yes, identify type:

Is credit offered by the local school district for graduation requirements or is a college offering credit towards a degree/certificate? yes no

If yes, how many credit hours will each Corps member earn per class?

Corps members earn certifications: yes no

Identify the Provider for this Education/Training Experience: Santa Fe County Fire Department

Certification Statement Form
Educational Class/On-the-Job Training

I/We, SANTA FE COUNTY FIRE DEPARTMENT, will provide payment for this training, either in cash or as an in-kind contribution.

Signature of Official Representative or Owner: [Signature] Print Name: DAVID M. SPENCING Title: FIRE Chief Date: 8-1-12

Educational Class/On-the-Job Training # 6

Paid by YCC Funds

Paid as an In-Kind Contribution

See Certification Statement Form in this table below:

Name of Class (Maximum of 80 characters): GPS, Basic Operation

Skills Learned (Maximum of 800 characters): GPS Theory and basic setup. Basic data dictionary design and data collection. Post processing data and GIS integration. Navigation and calibration.

Corps members earn license: yes no

If yes, identify type:

Is credit offered by the local school district for graduation requirements or is a college offering credit towards a degree/certificate? yes no

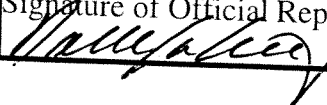
Corps members earn certifications: yes no

If yes, how many credit hours will each
Corps member earn per class?

Identify the Provider for this Education/Training Experience: Santa Fe County Fire Department

Certification Statement Form
Educational Class/On-the-Job Training

I/We, SANTA FE COUNTY FIRE DEPARTMENT, will provide payment for this training, either in cash or as an in-kind contribution.

Signature of Official Representative or Owner: 	Print Name: DAVID M. SPERLING	Title: Fire Chief	Date: 8-1-12
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NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

SECTION 4 BUDGET

Section 4 is worth 30 points

(breakdown: 20 points YCC funds, 10 points Applicant/Partner Contribution)

Section 4 will be used to request funds from the YCC Commission and identify Applicant/Partner Contribution.

Instructions for filling out the YCC Wages Line Item form **Table 1A**: The YCC Commission will reimburse for Corps member and Crew Leader wages including FICA/Medicare and Unemployment costs associated with those wages. The YCC Commission will not reimburse for costs associated with the Applicants/Partners wages. If requesting reimbursement for unemployment costs, you must identify the percentage rate used to calculate the amount, use 11 for 11%, 1.1 for 1.1% etc. **AT LEAST 70% OF THE GRANT REQUEST MUST BE IN CORPS MEMBER WAGES.** (Corps member Wages line item/Total YCC Budget Request)

YCC BUDGET WAGES LINE ITEM (Table 1A)									
Type of YCC Member	# of YCC Members	Wage/Hr	# of Hr/Week	# of Weeks	Gross Wage	FICA/MED 7.65%	UNEMPL Amount	UNEMPL % Rate	Total Wages
Leader	2	\$11.95	40	24	\$22,944.00	\$1,755.22	\$1,147.20	0.05	\$25,846.42
Leader	8	\$10.95	40	24	\$84,096.00	\$6,433.34	\$4,204.80	0.05	\$94,734.14
				Total	\$107,040.00	\$8,188.56	\$5,352.00		\$120,580.56

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

NOTE: The hard copy application will contain **Certification Statement Forms - Applicant/Partner Certification Statement Form for Multiple Contributions**. Use this form if a **Partner** will be contributing In-kind services to multiple budget categories (**Application/Partner In-kind; Wages, Workers Compensation, Education/Training or Supplies/Equipment/Miscellaneous**). The form will be found at the end of the application (printed version).

Instructions for filling out Applicant/Partner Contribution Wages Line Item Table 1B: The first column asks for the position the individual will hold during his/her service in the YCC Project and the organization that currently employs the individual. If the individual is self-employed, use that term to identify employer. The Applicant and/or Partner must sign a Certification Statement Form for the contribution to be included in the in-kind contribution budget. Use the Applicant/Partner Certification Statement Form for Multiple Contributions if a Partner will be contributing In-kind services to multiple budget categories (Application/Partner In-kind; Wages, Workers Compensation, Education/Training or Supplies/Equipment/Miscellaneous). The form will be found at the end of the application. Enter the percentage rate into the appropriate box, use 11 for 11%, 1.1 for 1.1% etc. The system will automatically calculate the amount.

APPLICANT/PARTNER CONTRIBUTION WAGES LINE ITEM (Table 1B)									
Identify position the individual will fill during the YCC Project and name of the organization that employs the individual (Maximum of 80 characters)	# of Participants	Wage/Hr	# of Hr/Week	# of Weeks	Gross Wage	FICA/MED 7.65%	UNEMPL Amount	UNEMPL % Rate	Total
SFCFD Trainer	2	\$17.01	40	2	\$2,721.60	\$208.20	\$136.08	0.05	\$3,065.88
SFCFD Trainer	1	\$25.00	20	2	\$1,000.00	\$76.50	\$50.00	0.05	\$1,126.50
SFCFD Trainer	1	\$25.00	40	1	\$1,000.00	\$76.50	\$50.00	0.05	\$1,126.50
SFCFD Coordinator	1	\$25.00	15	24	\$9,000.00	\$688.50	\$450.00	0.05	\$10,138.50
				Total	\$13,721.60	\$1,049.70	\$686.08		\$15,457.38

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

Certification Statement Forms
Applicant/Partner Contribution Wages Line Item (Table 1B)

I/We, SANTA FE COUNTY FIRE DEPARTMENT, who will be providing the services identified in Table 1B, certify that we will contribute the amounts as stated.

Printed Name and Signature of Official Representative or Owner: <i>[Signature]</i> DAVID M. SPERLING	Title: Fire Chief	Date: 8-1-12
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I/We, _____, who will be providing the services identified in Table 1B, certify that we will contribute the amounts as stated.

Printed Name and Signature of Official Representative or Owner:	Title:	Date:
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I/We, _____, who will be providing the services identified in Table 1B, certify that we will contribute the amounts as stated.

Printed Name and Signature of Official Representative or Owner:	Title:	Date:
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I/We, _____, who will be providing the services identified in Table 1B, certify that we will contribute the amounts as stated.

Printed Name and Signature of Official Representative or Owner:	Title:	Date:
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NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

WORKERS COMPENSATION LINE ITEM

Instructions for filling out the YCC Budget Workers Compensation Line Item Table 2A: The YCC Commission will reimburse the Applicant for Workers Compensation costs associated with the Corps members' wages. The Workers Compensation percentage rate is obtained from the Applicant's insurance company. Enter the percentage rate into the appropriate box, use 11 for 11%, 1.1 for 1.1% etc. The system will automatically calculate the amount.

YCC BUDGET WORKERS COMPENSATION LINE ITEM (Table 2A)		
<i>Percentage rates are obtained from the Applicant's Insurance Company</i>		
Gross Wage	Workers Compensation Percentage Rate?	Total Workers Compensation
\$107,040.00	9%	\$9,633.60

Instructions for filling out the Applicant/Partner Workers Compensation Line Item Table 2B: The table asks for the Worker's Compensation percentage rate that the Applicant will pay as an in-kind contribution. The Workers Compensation percentage rate is obtained from the Applicant's insurance company. The Applicant must sign a Certification Statement Form for the contribution to be included in the in-kind contribution budget. Use the Applicant/Partner Certification Statement Form for Multiple Contributions if a Partner will be contributing In-kind services to multiple budget categories (Application/Partner In-kind; Wages, Workers Compensation, Education/Training or Supplies/Equipment/Miscellaneous. The form will be found at the end of the application. Enter the percentage rate into the appropriate box, use 11 for 11%, 1.1 for 1.1% etc. The system will automatically calculate the amount.

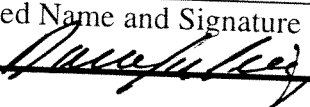
APPLICANT/PARTNER CONTRIBUTION WORKERS COMPENSATION LINE ITEM (Table 2B)		
<i>Percentage rates are obtained from the Applicant's Insurance Company</i>		
Gross Wage	Workers Compensation Percentage Rate?	Total
\$13,721.60	9%	\$1,234.94

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

Certification Statement Forms

Applicant/Partner Contribution Workers Compensation Line Item Table 2B

I/We, SANTA FE COUNTY FIRE DEPARTMENT, who will be providing the services identified in Table 2B, certify that we will contribute the amounts as stated.

Printed Name and Signature of Official Representative:  DAVID M. SPERLING	Title: Fire Chief	Date: 8-1-12
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I/We, _____, who will be providing the services identified in Table 2B, certify that we will contribute the amounts as stated.

Printed Name and Signature of Official Representative:	Title:	Date:
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I/We, _____, who will be providing the services identified in Table 2B, certify that we will contribute the amounts as stated.

Printed Name and Signature of Official Representative:	Title:	Date:
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NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

EDUCATIONAL CLASS/ON-THE-JOB TRAINING LINE ITEM

Instructions for filling out the YCC Budget Education Class/On-the-Job Training Line Item **Table 3A**: The YCC Commission will reimburse for trainers' salaries, educational supplies, entrance fees for museums, class room training, GED classes, certain college credit hours, and other costs associated with education and training.

YCC BUDGET				
EDUCATIONAL CLASS/ON-THE-JOB TRAINING (Table 3A)				
Identify Class; Job Training Item to Purchase (Maximum of 80 characters)	Define Unit i.e. hours, item (ea), class, box, etc.	# of Unit i.e. number of hours, items, boxes, etc.	Cost per Unit (i.e. \$20 per hour for trainer's salary including benefits; \$12 per workbook)	Total for Education/On-the-Job Training
Are taxes included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				Total: \$0.00

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

Instructions for filling out the Applicant/Partner Contribution Education Class/On-the-Job Training Line Item Table 3B: The Applicant and/or Partner must sign a Certification Statement Form for the contribution to be included in the in-kind contribution budget. Use the Applicant/Partner Certification Statement Form for Multiple Contributions if a Partner will be contributing In-kind services to multiple budget categories (Application/Partner In-kind; Wages, Workers Compensation, Education/Training or Supplies/Equipment/Miscellaneous. The form will be found at the end of the application.

APPLICANT/PARTNER CONTRIBUTION EDUCATIONAL CLASS/ON-THE-JOB TRAINING (Table 3B)				
Identify Class; Job Training Item to be Provide (Maximum of 80 characters)	Define Unit i.e. hours, item (ea), class, box, etc.	# of Unit i.e. number of hours, items, boxes, etc.	Cost per Unit (i.e. \$20 per hour for trainer's salary including benefits; \$12 per workbook)	Total for this service/equipment/supplies
NWCG S-130/190 Basic Wildland Firefighting	Hours	32	\$35.00	\$1,120.00
S-130/190 Books/Supplies	Set	10	\$50.00	\$500.00
NWCG L-180 Human Factor	Hours	4	\$35.00	\$140.00
NWCG I-100 Incident Command System	Hours	4	\$35.00	\$140.00
First Aid, CPR and Stokes Litter	Hours	16	\$35.00	\$560.00
GPS, maps	Hours	4	\$35.00	\$140.00
S-212 Chain saws	day	4	\$675.00	\$2,700.00
Are taxes included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				Total: \$5,300.00

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

SUPPLIES/EQUIPMENT/MISCELLANEOUS LINE ITEM

Instructions for filling out the YCC Budget Supplies/Equipment/Miscellaneous Line Item Table 4A: The YCC Commission will not approve purchases of capital outlay items such as vehicles, trailers, computers, and storage sheds. The YCC Commission will not approve purchases of fixed assets (tools/equipment) over \$500. The YCC Commission will reimburse for transportation costs. Mileage is reimbursed at \$0.41 per mile.

YCC BUDGET SUPPLIES/EQUIPMENT/MISCELLANEOUS (Table 4A)				
Identify Item to be Provided i.e. administrative costs, general liability, hand tools, power saws, mileage, etc. (Maximum of 80 characters)	Define Unit i.e. hours, item (ea), box, etc.	# of Units i.e. # of hours, items, etc.	Cost/Unit (i.e. \$65 per steel toe boot, etc.)	Total for this Purchase
PPE Nomex pants	each	20	\$153.44	\$3,068.80
PPE Nomex Shirt	each	20	\$72.17	\$1,443.40
PPE Gloves	pair	20	\$15.00	\$300.00
IA Packs	each	10	\$137.25	\$1,372.50
PPE Helmet	each	10	\$34.57	\$345.70
PPE Headlamp	each	10	\$60.00	\$600.00
Tent	each	10	\$180.00	\$1,800.00
Sleeping Bags	each	10	\$70.00	\$700.00
Two week bag	each	10	\$54.00	\$540.00
Space blanket	each	10	\$16.00	\$160.00
Sleeping pad	each	10	\$38.00	\$380.00
Eye Protection	each	10	\$20.00	\$200.00
Wildland Boots	pair	10	\$240.00	\$2,400.00
Fire Shelter	each	10	\$236.00	\$2,360.00
Chain saw -Stihl 261	each	1	\$500.00	\$500.00
Chain saw Supplys	each	1	\$1,200.00	\$1,200.00
Are taxes included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				Total: \$17,370.40

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

Instructions for filling out the Applicant/Partner Contribution Supplies/Equipment/Miscellaneous Line Item Table 4B: The Applicant and/or Partner must sign a **Certification Statement Form** for the contribution to be included in the in-kind contribution budget. Use the Applicant/Partner Certification Statement Form for Multiple Contributions if a Partner will be contributing In-kind services to multiple budget categories (Application/Partner In-kind; Wages, Workers Compensation, Education/Training or Supplies/Equipment/Miscellaneous. The form will be found at the end of the application.

APPLICANT/PARTNER CONTRIBUTION SUPPLIES/EQUIPMENT/MISCELLANEOUS (Table 4B)				
Identify Item to be Provided i.e. administrative costs, general liability, hand tools, power saws, mileage, etc. (Maximum of 80 characters)	Define Unit i.e. hours, item (ea), box, etc.	# of Units i.e. # of hours, items, etc.	Cost/Unit (i.e. \$65 per steel toe boot)	Total for this Purchase
Chain saws	each	2	\$600.00	\$1,200.00
Fuel - Chipper and Trucks	gal	1000	\$3.85	\$3,850.00
Hand tools	each	20	\$30.00	\$600.00
Chippers	day	60	\$150.00	\$9,000.00
SFCFD T-shirts	each	30	\$12.00	\$360.00
Type 6 Brush Truck	day	96	\$50.00	\$4,800.00
Saw Truck	day	96	\$44.00	\$4,224.00
Crew Cab Truck	day	96	\$44.00	\$4,224.00
Are taxes included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				Total: \$28,258.00

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

Certification Statement Forms

Applicant/Partner Contribution - Supplies/Equipment/Miscellaneous Table 4B

I/We, <u>SANTA FE COUNTY FIRE DEPARTMENT</u> , who will be providing the supplies/equipment/miscellaneous items identified in Table 4B, certify that we will contribute the amounts as stated.		
Printed Name and Signature of Official Representative: <i>[Signature]</i> DAVID M. SPERLINE	Title: Fire Chief	Date: 8-1-12

I/We, _____, who will be providing the supplies/equipment/miscellaneous items identified in Table 4B, certify that we will contribute the amounts as stated.		
Printed Name and Signature of Official Representative:	Title:	Date:

I/We, _____, who will be providing the supplies/equipment/miscellaneous items identified in Table 4B, certify that we will contribute the amounts as stated.		
Printed Name and Signature of Official Representative:	Title:	Date:

I/We, _____, who will be providing the supplies/equipment/miscellaneous items identified in Table 4B, certify that we will contribute the amounts as stated.		
Printed Name and Signature of Official Representative:	Title:	Date:

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

SECTION 4 COMBINED TOTAL BUDGET TABLE		
LINE ITEM	YCC BUDGET	APPLICANT/PARTNER CONTRIBUTION
WAGES/FICA/ MEDICARE/UNEMPLOYMENT	\$120,580.56	\$15,457.38
WORKERS COMPENSATION	\$9,633.60	\$1,234.94
EDUCATION/TRAINING	\$0.00	\$5,300.00
SUPPLIES/EQUIPMENT/ MISCELLANEOUS	\$17,370.40	\$28,258.00
TOTAL:	\$147,584.56	\$50,250.32
% of Grant Request in Wages:	82%	

TOTAL VALUE OF YCC PROJECT	\$197,834.88
Add the total for the YCC Budget and the total for the Applicant/Partner Contribution	

NEW MEXICO YOUTH CONSERVATION CORPS COMMISSION GRANT APPLICATION

RESUMES AND OTHER DOCUMENTS

Attach resumes, maps, design plans, easements (if applicable) and the Internal Revenue Service letter stating that a non-profit has 501(c)3 status (only for non-profits), the Campaign Contribution Disclosure Form (only for non-profits). The following are examples of individuals who should submit resumes; Project Coordinator, fiscal officer, educators, and others who will have an on-going relationship with the YCC project.

Michael S. Feulner
Wildland Fire Captain

Education:

- 2009-Present **Santa Fe County Fire Department**
First Aid/CPR, Firefighter I, CEVO-III, Fire Officer I, Wildland Engine Boss (NWCG), IC Type 4 Incident Commander (trainee)
Volunteer Fire Academy: IFSAC Firefighter I, IFSAC HAZMAT Awareness and Operations
- 2007-Present **FEMA Courses**
IS-100, IS-00022, IS-00200, IS-00301, IS-00700, IS-00800, WMD/Terrorism Awareness for Emergency Responders
- 2007-Present **National Wildfire Coordinating Group (NWCG) Courses:**
S-130/190, I-100, L-180, S-131, S-133, S-200, S-211, S-212, S-215, S-230, S-231, S-234, S-260, S-270, S-290
- 1988-1992 **California Apprenticeship Council**
Journeyman, Tool and Die
- 1978-1982 **Fountain Valley High School**

Military Service:

- 1986-1990 **Army National Guard** (Honorable Discharge May 1990)
UH-1 Helicopter Repair/ Crew Chief

Volunteer Activities:

- 2006-Present **Edgewood Fire District:** Assistant Chief (2011-2012), Lieutenant (2009-2010)
Firefighter, Wildland Coordinator, Training Committee Chairperson

Employment:

- 2009-Present **Santa Fe County Fire Department**, Wildland Fire Captain, Wildland Urban Interface Specialist
Wildland firefighter, fuel reduction project implementation, wildland fire training instructor, fire prevention specialist, and 2011 YCC hand crew team leader
- 2000-Present **Mountain Creek Services**, Owner
Multi-disciplined residential and commercial construction services: repair, custom wood-working and finish carpentry
- 2006-2009 **Lone Pine Construction**, Superintendent
General construction, finish carpentry, framing, siding, roofing, plumbing, concrete, drywall, etc
- 2005-2006 **Cushman Engineering**, Machinist/Sales
General machining, project cost estimating and scoping, sales, maintained shop supervision, welding
- 1992-2005 **Golden State Engineering**, Maintenance and Safety Supervisor
MSDS management, workman's compensation compliance, electrical and machine maintenance supervision, tool room direction. Developed budgets and estimates, customer

quality assurance, developed manufacturing waste recycling program, responsible for overall regulation implementation and review, conducted new employee and exit interviews

1986-1992

SPS Technologies, Machinist/Machinery Rebuilder

Tool Room - lathes, mills, surface grinders, Blanchard grinders

Machine Repair Department - repaired and rebuilt manufacturing machines, centerless grinders, thread rollers, headers, welding and fabricating, automated equipment, etc.

Equipment and Tool Proficiency:

Engine lathes, vertical/ horizontal mills, surface and Blanchard grinders, centerless grinders, drill presses, shapers, band saws, broaching machines, punch presses, welders, brakes, shears, CNC, EDM, forklifts, sable saws, routers, nail guns, miter saws, chain saws, backhoes and tractors

References:

Grant Wilson, Procurement Agent

Long Beach, CA

(562) 429-5242

g2sailors@hotmail.com

Kurt Lermuseaux, Emergency Apparatus Technician

Edgewood, NM

(505) 235-9891

kfireservices@yahoo.com

Tim Solinski, Professional Surveyor

Edgewood, NM

(505) 991-6164

tsolinski@msn.com

Ray Mahalick, Commercial Pilot and Edgewood Fire District Chief

Edgewood, NM

(505) 980-4297

rmeho2@msn.com

LITTLE TESUQUE PROJECT AREA





SANTA FE

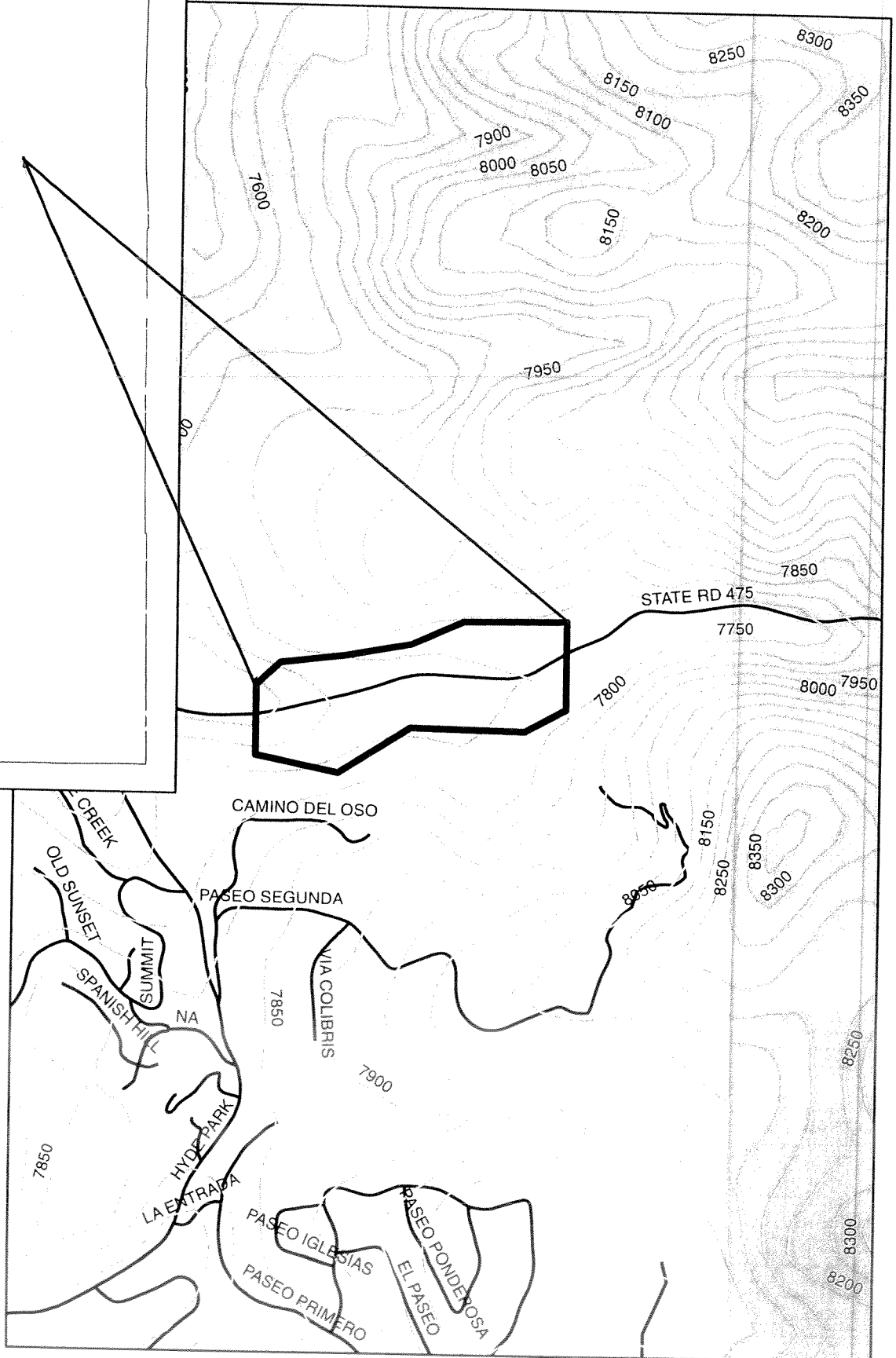
EDGEWOOD

NORTH

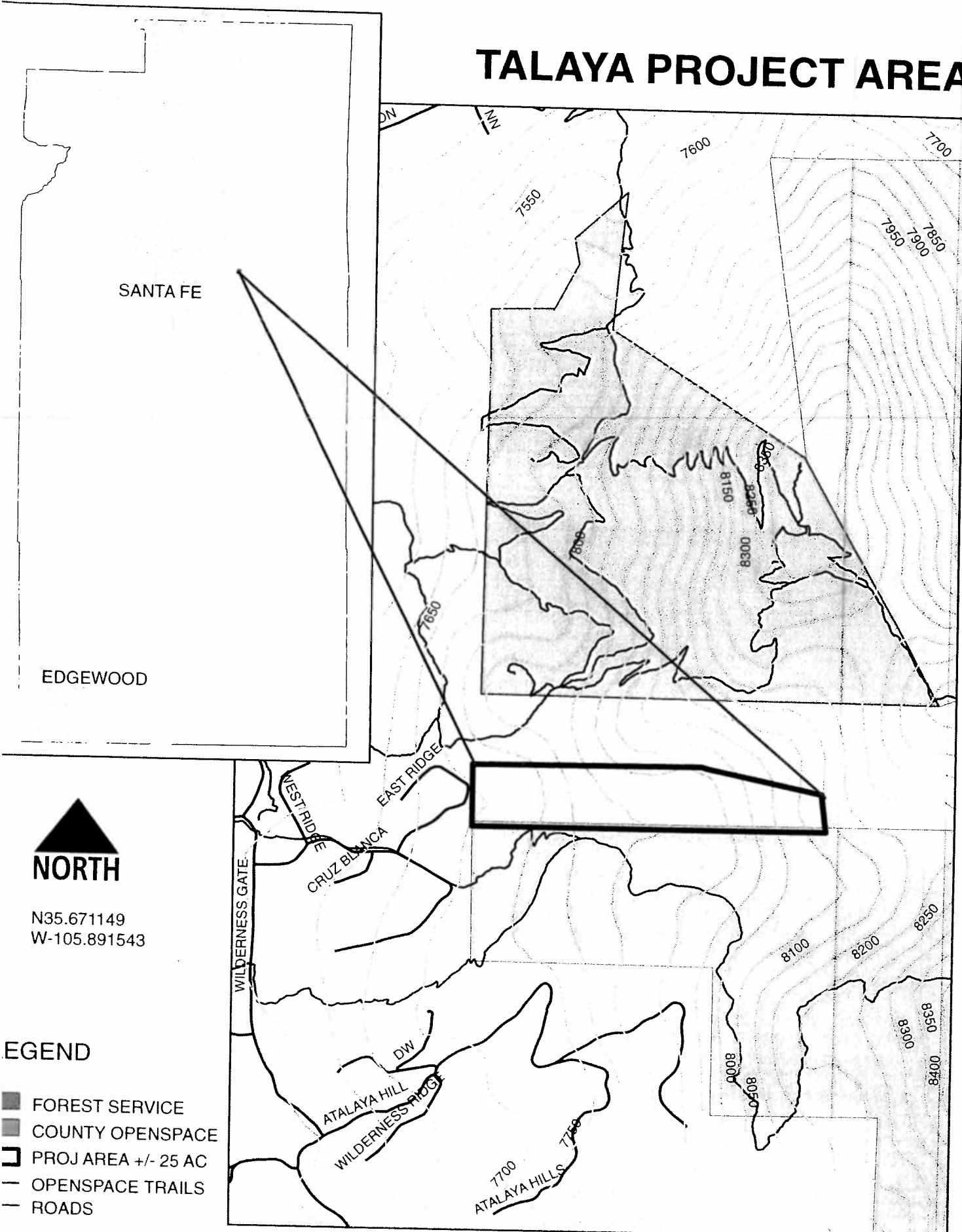
N35.726431
W-105.884312

LEGEND

-  FOREST SERVICE
-  PROJ AREA +/- 25 AC
-  OPENSOURCE TRAILS
-  ROADS



TALAYA PROJECT AREA



- EGEND**
- FOREST SERVICE
 - COUNTY OPENSACE
 - ▭ PROJ AREA +/- 25 AC
 - OPENSACE TRAILS
 - ROADS

Certification Statement Forms
Applicant/Partner Signature Form for
Multiple Work Locations and/or Multiple Financial Contributions

Name of Property Owner:

SAWITA FTZ COUNTY OPEN SPACE

(This form may be use for a property owner who is supporting YCC projects at multiple locations. Make additional copies if needed.)

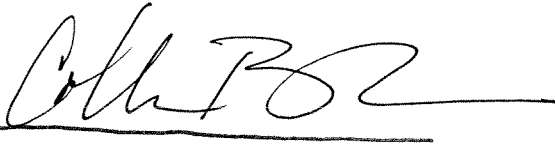
I/We,

, who own the property located at: (provide

street address or township, range and section).

PARKER/TALAYIA

LITTLE TESUBOE

x 

COLLEEN BAKER

PROGRAM MANAGER

certify that the YCC Project and Corps Members have permission to be on my/our property to conduct the activities as outlined in Section 2 of this document. I/We further certify that this property is open to the general public who will have reasonable access.(If a private entity or individual owns the property, the Applicant must submit an easement from the property owner to the Applicant allowing public access.)

ATTACHMENT 2

REQUEST FOR REIMBURSEMENT/YOUTH CONSERVATION CORPS					
Sponsor Information		Phone Number:	505-995-6527	Report #: 1	
Santa Fe County		SHARE NO.	13-522-0150-0094	Start Date of this Reporting Period:	
35 Camino Justicia				End Date of this Reporting Period:	
Santa Fe, NM 87508		Fire Department		% to wages (expended wages vs. total expended) #DIV/0!	

INSTRUCTIONS FOR FILLING OUT THIS FORM ARE ON THE BOTTOM OF THE PAGE.

ITEMS IN BUDGET	YCC BUDGET (Original)	YTD REIMBURSEMENTS	CURRENT REQUESTS	BUDGET BALANCE
Wages/FICA/Unemployment	\$ 120,580.56			\$ 120,580.56
Workers Compensation	\$ 9,633.60			\$ 9,633.60
Training/Education	\$ -			\$ -
Supplies/Equipment/Miscellaneous	\$ 17,370.40			\$ 17,370.40
TOTAL	\$ 147,584.56		\$ -	\$ 147,584.56

CERTIFICATION

I certify that this is an original and that all expenditures and information reported herein are true and correct, appropriate for purposes in accordance with the terms and conditions and other applicable rules and regulations of the Youth Conservation Corps, and that payment for services on the current request have not been received.

Name (Please Type) _____ Signature: _____
 Title (Please Type) _____ Date: _____

PLEASE NOTE: This Form must accompany all Reimbursement Requests.

NOTATIONS:

1. Reports should be numbered consecutively starting with #1.
 2. The cost categories must match the budget stated in the project agreement document. If changes are necessary, a revised budget must be approved by the YCC Commission.
 3. Year-to-Date reimbursements should match the previous request's cumulative reimbursement amount.
 4. Expenditures must be itemized, identified and generally will have been approved in the project applications and the project agreement document.
 5. Sponsor must submit all supporting documentation and project status report must accompany reimbursement requests.
 6. Budget balance must take into account the approved budget less current request and less all previously approved payments.
 7. Nothing should be put in the "Adjusted Budget" column unless YCC staff has approved a budget adjustment request.
- Have you included Attachment 3, support documentation for all line items associated with in-kind contribution and a Project Status Report? If this is a FINAL also include the Final Project Report, Corps member surveys and work performance evaluations.

**ATTACHMENT 3
IN-KIND SPONSOR MATCH FORM/YOUTH CONSERVATION CORPS**

Sponsor Information		Phone Number: 505-995-6527	Report #: 1
Santa Fe County	SHARE NO. 13-522-0150-0094	Start Date of this Reporting Period:	
35 Camino Justicia		End Date of this Reporting Period:	
Santa Fe, NM 87508	Fire Department	% match met (expended vs. budgeted)	0.00%
INSTRUCTIONS FOR FILLING OUT THIS FORM ARE ON THE BOTTOM OF THE PAGE.			
ITEMS IN BUDGET	YCC BUDGET	YTD REIMBURSEMENTS	CURRENT REQUESTS
	(Original)		BUDGET BALANCE
Wages/FICA/Unemployment	\$ 15,457.38		\$ 15,457.38
Workers Compensation	\$ 1,234.94		\$ 1,234.94
Training/Education	\$ 5,300.00		\$ 5,300.00
Supplies/Equipment/Miscellaneous	\$ 28,258.00		\$ 28,258.00
TOTAL	\$ 50,250.32	\$	\$ 50,250.32

CERTIFICATION

I certify that this is an original and that all expenditures and information reported herein are true and correct, appropriate for purposes in accordance with the terms and conditions and other applicable rules and regulations of the Youth Conservation Corps.

Name (Please Type) _____ Signature: _____
 Title (Please Type) _____ Date: _____

PLEASE NOTE; This Form must accompany all Reimbursement Requests.

NOTATIONS:

1. Reports should be numbered consecutively starting with #1.
 2. The cost categories must match the budget stated in the project agreement document. If changes are necessary, a revised budget must be approved by the YCC Commission.
 3. Year-to-Date reimbursements should match the previous request's cumulative reimbursement amount.
 4. Expenditures must be itemized, identified and generally will have been approved in the project applications and the project agreement document.
 5. Sponsor must submit all supporting documentation and project status report must accompany reimbursement requests.
 6. Budget balance must take into account the approved budget less current request and less all previously approved payments.
 7. Nothing should be put in the "Adjusted Budget" column unless YCC staff has approved a budget adjustment request.
- Have you included Attachment 2, time sheets (proof of payment), invoices (P.O. #'s if applicable & proof of payment), and a Project Status Report? If this is a FINAL, also include the Final Project Report, Corps member surveys and work performance evaluations.

ATTACHMENT 4

YCC VEHICLE USAGE FORM

Organization's Name:

Name of Driver:

Show Time: am or pm

Date: Departure Arrival

All sections of this form must be filled out to be eligible for reimbursement.

Reason for the Trip

Car License Number

Odometer Readings:

Beginning Mileage

Model

Odometer Readings:

Ending Mileage

Make

Number of

Miles

Page No.

Dollar Amount

Miles x \$.41/mile

Totals:

By signing this form, I do solemnly swear that the above claim for reimbursement is just and true in all respects and complies with the DFA Regulations Governing the Per Diem and Mileage Act.

Payee Signature:

Supervisor Signature:

Date:

