

## FY 22 MIIA Automated Risk Management Grant Application

The MIIA Risk Management Grant Program provides members with resources to assist and support risk management initiatives. We have automated the process and have listened to your feedback and are providing a more comprehensive equipment list.

This FY22 grant continues to focus heavily on facility management, preventive maintenance especially water line inspection and replacement, installation of heating/insulation equipment and prevention of property losses. Mitigation of cyber risk exposures as well as individualized members' loss experience, which continue to have a significant impact on MIIA financial results are also grant priorities. Please note that several of these grant opportunities provide valuable and proactive maintenance funding options.

MIIA members can apply for a grant or grants totaling a maximum of \$10,000 per municipal entity. Total funding for this grant is \$1,000,000.

1. Speak with your MIIA Risk Manager to discuss your grant options.
2. Grant requests must be made under a line of insurance coverage MIIA provides to your municipality. Please note safety equipment for police and fire are not eligible as they are covered under 111F.
3. Grant must be for a service/equipment related to a potential covered loss.
4. Grants cannot be retroactive for an activity completed or in process or for equipment previously purchased.
5. MIIA funded portion of grant projects must be completed and invoices submitted to MIIA by May 12, 2022.
6. Grant funds must be used to purchase only items identified in the grant application.
7. Members are not eligible for the same grant as received the previous year unless approved by Risk Manager.

**Items that are excluded include: travel expenses, wages, including overtime, and software annual renewal costs.**

### Automated Grant Completion Process

1. Speak with your MIIA Risk Manager to discuss your grant options.
2. Go to [www.emiia.org](http://www.emiia.org) – Click on Quick Link for Grant then click on Online Application to begin completing the online Risk Management Grant application. (Application must include vendor estimate). The Equipment list is at [emiia.org](http://emiia.org) for your review prior to starting your grant application.
3. Once application is complete, please make sure you upload vendor estimates; click button to send grant application to Chief Financial Officer and Chief Procurement Officer for signature(s) through online system. You will be automatically notified once these signatures have been added so that you can then submit your Grant Application. Click red button to submit grant application.
4. You will receive an email containing a copy of your completed grant. Download and print to file for your records.
5. Please contact your MIIA Risk Manager or Nodira Sidikova, Risk Management Assistant, [nsidikova@mma.org](mailto:nsidikova@mma.org) – 916-277-5003 with any questions.

Grant submittal deadline is November 5, 2021. Grant applications will be reviewed the week of November 8th and notification sent to members by November 24, 2021. **Please note that a grant submission does not guarantee a grant award.** If awarded, a grant summary detailing how this award benefits your municipal entity must be included with final grant invoice.

MIIA Member \_\_\_\_\_

Contact \_\_\_\_\_ Department \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ Date \_\_\_\_\_

How will this grant be used to continue or enhance your risk management or personnel management efforts moving forward?

By signing and submitting this application, I (we) attest that all applicable state and local purchasing regulations and guidelines have been followed.

\_\_\_\_\_  
Chief Municipal Officer Signature

\_\_\_\_\_  
Chief Procurement Officer Signature



Serving Massachusetts' communities since 1982

# FY 22 MIIA GRANT APPLICATION

	Amount Requested	Purpose (Item requested)
<b>Property</b>		
Air filtration circulators		
Detailed roof inspection by roofing expert or drone inspection vendor. Requires submission of final report of findings.#		
Enhanced Dry System Sprinkler (EDSS) Inspection - Third-party vendor must identify pipe sloping, mapping concerned locations and low-point draining, etc. Please refer to MIIA's EDSS Inspection Guidelines.		
Facilities Management Preventative Maintenance Software		
Facilities Management Training (Mass Facilities Administrators Assoc. & others)#		
HVAC evaluation (clean air consultation)		
NFPA and ANSI Standards (purchase)		
NFPA Certification		
Preventative Maintenance Waterline Inspection and Replacement#		
Property Loss Prevention Equipment: flammable storage cabinets, flammable rag disposal containers, grated ceiling vents, lightning mitigation, moisture meters, low and high (in IT rooms) temperature alarms, sprinkler cages etc.#		
Specialty Heating Scenarios: installation of additional heating and or insulation for pipe freeze up prevention and ice dam prevention equipment.#		
Water Loss Response and Mitigation Equipment#		
<b>COVID-19</b>		
If you are addressing a specific COVID related issue - Please consult with MIIA Risk Manager		
<b>Automobile</b>		
Back Up Cameras		
<b>General Liability</b>		
Certified Playground Safety Inspector (CPSI) Certification		
Cyber Risk Prevention in support of MassCyberCenter's <a href="#">Minimum Baseline of Cyber Security for Municipalities</a>		
Sewer Maintenance Program related equipment and service		
<b>Law Enforcement Liability</b>		
Cameras: Body, Dash & CCTV (Must have supporting policy to qualify)		
Law Enforcement Scenarios Simulator		

	Amount Requested	Purpose (Item requested)
<b>Public Officials and School Board Liability</b>		
School Board Liability Training and Programs		
MCAD Courses for EEO professionals: series of Train-the-Trainer courses		
<b>Workers' Compensation</b>		
NFPA and ANSI Standards (purchase)		
Bucket Truck Self-Rescue System – Bail Out Kit		
Carbon Monoxide Exhaust Systems – Mechanics Bay		
Fall protection and fall arrest equipment		
Multi-gas meter, gas detector or similar		
Purchase ladders for teachers in classroom (requires ladder training)		
QBS Behavioral Safety (de-escalation strategies targeting assaults, bites, etc. claims)		
Rooftop guardrail system (permanent or portable)		
Safety Equipment: manual material handling devices (carts, dollies), hot sticks, hydraulic lift gates, manhole cover lifts, multi gas meters, personal voltage detector, etc.		
Slip resistant mats/Anti-fatigue mats		
Work Zone Safety: trailer, cones, measuring wheel, signs, sign stands <sup>†</sup>		
<b>Equipment List (please reference MIIA website under Grants Equipment List under Grants – Quick Links)</b>		
Chainsaw kits: (helmet, chaps, gloves, vest, duffel)*		
Communication Equipment for Forestry and DPW*		
Confined Space Entry: tripod, rescue system, multi-gas monitor, blower, calibration kit, manhole guardrails* <sup>†</sup>		
Ladders*		
Lockout Tagout kits* <sup>†</sup>		
Thermal cameras and moisture meters* <sup>†</sup>		
Trench Safety: trench box, shoring to include general and cemetery* <sup>†</sup>		

\* MIIA has vendor & pricing info

<sup>†</sup> Must submit standard operating procedure/policy (SOP) and provide proof of training

# Reference Property Best Practice Matrix

August 5, 2021