

ATTACHMENT A - 2016 APPLICATION FOR OKLAHOMA EMERGENCY RESPONSE SYSTEMS STABILIZATION AND IMPROVEMENT REVOLVING FUND

SECTION 1 - General Information and Project Requirements

1. Name of Individual , Agency, or Qualified Entity	
Mailing Address	
Business Telephone	
2. Project Contact Name	
Telephone Number	
Email Address	
3. Project # (if >1 submitted)	
5. Requested OERSSIRF Funds	
6. Dedicated Matching Funds	
7. Total Cost of Project	
8. Person Completing Application	
<i>NAME: PRINT</i>	
<i>SIGNATURE</i>	
<i>DATE</i>	

Each application is a single response to the Request for Proposal for the OERSSIRF Fy 2016 Solicitation. The responses can not be considered as part of a larger project area or goals unless there are documents within the proposal that establishes the multi-jurisdictional support.

Agency/Entity Demographics

The information below can help members of the review panel gain a better understanding of your agency or entity. A score is not assigned to any of the information. If an item does not apply to your agency or entity, NA is an acceptable response. Submission of the information is VOLUNTARY.

1. How many Licenses or Certifications are owned and operated by the agency/entity submitting this application?
2. Level of agency certification or licensure: (EMRA, BLS, ILS, or PLS):
3. Number of permitted ambulances owned by the agency/entity:
4. Total number of responses (runs) by the agency/entity in CY 2014:
5. How is your agency/entity funded: Charges, Sales Tax, Property Tax, Utility Assessment, Donations, etc?
6. Latest annual operating budget for t agency/entity:
7. Number and Types of Employees:
Full Time employees \geq 40 hours / week:
Part Time employees \leq 39 hours / week:
Volunteers (employees compensated \leq minimum wage/hour for their duties):
Number of Emergency Medical Responders:
Number of Basic EMTs:
Number of Intermediate EMTs:
Number of Paramedics:

The application will be reviewed prior to scoring to ensure the guidance below was followed.

<p>1. Statutory Eligibility (63 O.S. 1-2512.1) The applicant must possess all necessary and incidental legal rights and privileges necessary to start and complete the project. The application must reflect the eligibility of the applicant as well as the statutory purpose(s) of the project. The statutory purpose(s) must be documented in Section 2 of the application. Applications that do not address one or more statutory purposes will not be accepted.</p>
<p>2. Local Need, Support and Priority (310: 642 -3-1 (C)(3)) (a) The application must show the project is needed in the area to be served and how it will meet the area's needs. (b) The application must show local support for; interest in; and commitment to the proposed project. Letters expressing support from legal entities such as government agencies, fire and police departments, and businesses in the area to be served shall be included as appropriate.</p>
<p>SECTION 1 - General Information and Project Requirements - Continued</p>
<p>3. Availability of Other Funding (310:642-3-1 (C)(4)) The application must show that due diligence was performed to ensure no funding sources other than OERSSIF could be found for financing the project. All activities and efforts by the applicant to find alternative sources of funding must be documented as a narrative in the application. These activities and efforts may include attempts to seek tax dollars, (property or sales), changes in billing practices, fund-raisers, community donations, or any other actions designed to secure funds.</p>
<p>4. Economic and Project Feasibility (310:642-3-1 (C)(5) and (6)) The application must show the project is economically viable, feasible, and cost-effective. The application must list in Section 6 everything that is required to complete the project and show that everything is readily available on the open market. Spreadsheets must be provided that show projected costs and purchasing timetables. Attestations from appropriately credentialed individuals as to the cost-effectiveness of the project shall be provided with the application. These individuals may include local bankers, CPAs, business managers, purchasing managers, etc. The credentials of these individuals will be provided with the application.</p>
<p>5. Statewide Needs and Public Interest (310:642- 3-1 (C)(7)) The application must show how the proposed project will serve the public interest and welfare by describing the project's relationship(s) to the overall overall EMS development needs within the State of Oklahoma, as identified in a formal needs assessment. Needs assessments may include reports from Bishop and Associates, the National Highway and Safety Administration, the OSU Cooperative Extension Service or other credible reports regarding EMS. The needs assessment used to show relationships must be identified in the application. Attestations of the benefits of the project to the public interest and welfare shall be included. Individuals providing such attestations can be senior emergency medical personnel or figures of importance in the local or surrounding areas who have no involvement with the project. Such personnel may include ER doctors, hospital administrators, fire and police chiefs, mayors, city managers, directors of other EMS agencies, etc.</p>

SECTION 1 - General Information and Project Requirements - Continued

Applications containing more than 55 pages will not be reviewed, and will be returned to the applicant.
The 55 page limit includes application pages 1-15 and the documents that support the application contents, attestations, assertions, descriptions, and purpose.
Documents that support the timeline, benchmarks, or are required to establish project legal and contractual requirements are not included in the 55 page limit.

SECTION 2 - Qualified Entity and Statutory Purpose					
Qualified Entity (check applicable boxes): O.A.C. 310:642-1-3:					
EMS Personnel			Emergency Medical Dispatch		
Certified Emergency Medical Response Agency			Approved Medical Director		
Licensed Ambulance Service			Association		
Approved Training Institution			Sponsoring Agency (see below)		
<p>A sponsoring agency can be an EMS district; a city or county operating a certified emergency response agency; a licensed ambulance service; an education system operating EMS training Institutions, etc.) Please explain qualifying relationship or criteria below:</p>					
Statutory Purpose(s) (enter appropriate points for all applicable purposes) (63 O.S. § 1-2512.1)					
Funding Assessment Activities	50 points		Training for Emergency Medical Director	50 points	
Stabilization and/or Reorganization of At-Risk Emergency Medical Service(s)	100 points		Access to Training for Front Line Emergency Medical Services Personnel	100 Points	
Development of Regional Emergency Medical Service(s)	50 points		Capital and Equipment Needs	50 points	
	Score				
<p>In narrative form, describe how accomplishment of the project objectives will ensure the applicable statutory purpose(s) are satisfied.</p>					

SECTION 2 - Qualified Entity and Statutory Purpose - Continued

SECTION 3 - Population Density and Multiple Jurisdictions

Population Density

[Source Document for Population Density by Zip Code is: . http://www.census.gov/geo/maps-data/data/gazetteer2014.html](http://www.census.gov/geo/maps-data/data/gazetteer2014.html)

Link to Population Density by Zip Code: http://www.ok.gov/health/Protective_Health/Emergency_Systems/EMS_Division/OERSSIRF_-_Oklahoma_Emergency_Response_Systems_Stabilization_and_Improvement_Revolving_Fund/index.html

The population density of the proposed project area shall be determined by the zip codes within the proposed project area. Use the above link to go to the OERSSIRF page has a document detailing the population density for all reported zip codes in Oklahoma. The source document for this information is the U.S. Census Bureau. (see link above) To determine the population density for this project, identify all zip codes and their population in the proposed project area and enter the information below. The score for this part of the application shall be that associated with the zip code in the proposed project area with the lowest population density. If this application is proposing a state-wide project, the population density will be 54.7 persons per square mile.

Zip Code	Population Density	Zip Code	Population Density
Statewide Project:		54.7	

Scoring Criteria		
Less than 10/sq mile:	100 Points	
10/sq. mile to 29.9/sq mile:	50 points	
30/sq mile to 79.5/sq mile:	40 points	
79.6/sq mile to 199.9/sq mile	30 points	
200/sq mile to 999.9/sq mile	20 points	
1,000/sq mile to 4,999.9/sq mi	10 points	
Greater than 5,000/sq mile	0 points	
Score		

Multiple Jurisdictions

If more than one community, county or other jurisdiction will benefit from this project, attach a map that highlights each such jurisdiction. Provide a list of the jurisdictions and describe the benefit to each one. For every listed jurisdiction, include documents that verify their inclusion in; and support for, the project.

Jurisdictions	Points	
Two Cities or Towns	25	
Three Cities or Towns	50	
County-Wide	100	
Multi-County	150	
State-Wide	200	
Score		

SECTION 3 - Population Density and Multiple Jurisdictions - Continued

Use this page to provide any additional information relating to Population Density and Multiple Jurisdictions. Maps and other supporting documents may be included here.

SECTION 5 - Distance to Level I- II Trauma Center

A Level I Trauma Center is located in Oklahoma City. Two Level II Trauma Centers are located in Tulsa. The addresses for the trauma centers are: 1) OU Medical Center, 700 NE 13th Street, Oklahoma City, OK 2) St John Medical Center, 1923 South Utica Ave, Tulsa, OK 74104, and 3) St Francis Hospital, 6161 South Yale, Tulsa, OK 74136. Determine the physical address in the project area that is most distant from the nearest trauma center. On the MapQuest site (<http://classic.mapquest.com/maps>) enter that physical address as the "START" and the address of the nearest Level 1 or Level II trauma center as the "END", then click "GET DIRECTIONS". Enter the mileage from "START" to "END" in the block below. Print the MapQuest map and include it in this application.

Distance to a Level 1 or II Trauma Center:

Statewide projects shall use the following mileage: **291.49**

Scoring Criteria:	Points
0 to 25 miles	0 Points
25 to 49 miles	10 Points
50 to 74 miles	20 Points
75 to 99 miles	30 Points
100 miles to 124 miles	40 Points
125 miles to 149 miles	50 Points
Greater than 150 miles	100 Points
Score	

SECTION 7 - OERSSIRF Funding and Percentage of Encumbered Matching Funds

An applicants requested amount is the amount requested from the OERSSIRF fund. Please calculate the total cost of the project, then subtract any encumbered matching funds.

Example: \$100,000 total cost of project with \$25,000.00 encumbered matching funds available = an OERSSIRF funding request of \$75,000.00

Points are awarded based on the OERSSIRF funds requested.

Requested OERSSIRF Funds	Points	Total Cost of Project	OERSSIRF Funds Requested	Score
\$20,000 to \$39,999	50 Points			
\$40,000 to \$59,999	30 Points			
\$60,000 to \$79,999	20 Points			
\$80,000 to 100,000	10 Points			
\$100,001 to \$200,000	20 Point Deduction			
\$200,001 to \$300,000	30 Point Deduction			
\$300,001 to \$400,000	40 Point Deduction			
\$400,001 to \$500,000	50 Point Deduction			
Any project over \$500,000.00 shall be denied				

The encumbered **matching funds percentage shall be calculated as follows: Total encumbered matching funds divided by total requested OERSSIRF funds = % of the project funding that depends on matching funds.** Proposals that depend on encumbered matching funds shall include documentation (on letterhead, if possible) that clearly shows 1) a commitment to provide the matching funds, 2) who is providing the funds, 3) the amount to be provided, and 4) the purpose(s) to which the funds are committed. The only matching funds that may be counted for points are: 1) funds set aside (encumbered) to accomplish the goals and benchmarks of the project; and 2) donated labor, time, material, and/or money dedicated to completion of the project. Attach all documents associated with matching funds to the application.

Percentage of Encumbered Matching Funds	Score
---	-------

Encumbered Matching Funds	Points	Encumbered Matching Funds	Points
10% of project costs	10 Points	50% of project costs	50 Points
20% of project costs	20 Points	60% of project costs	60 Points
30% of project costs	30 Points	70% of project costs	70 Points
40% of project costs	40 Points	80% of project costs	80 Points
		90% of project costs	90 Points

SECTION 7 - OERSIRF Funds Requested and Matching Funds - Continued

This page, with additional pages attached as needed, is used to verify requested funding and/or matching funds criteria.

SECTION 8 - Previous Awards/Previous Benchmark Evaluations

If a qualified applicant has been approved for one or more OERSSIRF grants in the past, points shall be deducted; unless the previous proposal(s) was for an assessment of the need to establish an EMS agency or the stabilization of an at-risk EMS. (O.A.C. 310:642-5-1 (H))

Criteria	Points to be Deducted	
One (1) OERSSIRF funded project more than twelve (12) month in the past, or FY 11, 12, 13,,14.	deduct 50 Points	
One (1) OERSSIRF funded project in the preceding (12) month period, or FY15	deduct 80 points	
Two (2) OERSSIRF funded projects more than twelve (12) month in the past, or FY 11, 12, 13, 14.	deduct 80 Points	
More than one (1) OERSSIRF funded project in the preceding (12) month period, or FY15	deduct 100 Points	
Three (3) OERSSIRF funded projects more than twelve (12) month in the past, or FY 11, 12, 13, 14.	deduct 100 Points	
Four (4) OERSSIRF funded projects more than twelve (12) month in the past, or FY 11, 12, 13, 14.	deduct 150 Points	
Five (5) OERSSIRF funded projects more than twelve (12) month in the past, or FY 11, 12, 13, 14.	deduct 175 Points	
Unevaluated or not receiving a refund from previous OERSSIRF Funding project	deduct 50 points	

Previous Benchmark Evaluations

The benchmark score established through the OSDH evaluation required by O.A.C. 310:642-9-1 (a) for OERSSIRF projects completed in previous fiscal years shall earn the following points. Applicants shall submit copies of letters verifying the OSDH benchmark ratings.

Ratings	Points per Rating	Number of Benchmarks that Received this Rating	Total Points
Significantly Improved	add 100 Points		
Improved	add 50 Points		
Not Improved	deduct 50 Points		
Worsened	deduct 100 Points		

For Total Points, multiply Points per Rating times Number of Benchmarks.

Score	
-------	--

REMEMBER: An application with more than 55 pages will not be reviewed.

The limit applies to the pages of the application and the documents that support the contents of the application.

Addendums required by statute or provided for clarification are not included in the limit of 55 pages.

SECTION 9 - Applicant Self Scoring for this Proposal/Application

Statutory Purpose(s)	
Population Density	
Multiple Jurisdictions	
Number of EMTs in Project Area	
Distance to Trauma Center	

OERSSIRF Funds Requested	
Matching Funds	
Previous Funds Awarded	
Previous Benchmark Scores	
Score	

Applicant Self Score Totals		Points
Total Score from Page 13		
Deduct points from Previous Funding Awards	(-)	
(Add or Deduct) points from Previous Benchmark Evaluations, if applicable	(+ or -)	

SECTION 10 - Benchmarks and Timelines

A benchmark is a standard by which something can be measured or judged; a point of reference for evaluating performance. Benchmarks must be stated in measurable terms.

Benchmark regulatory reference is: 310:642-7-1. Content Proposal (b) Each proposal shall include a section setting forth the criteria that will be used to evaluate the success of the project. The criteria shall include:

- (1) Specific, objective metrics for evaluation of the project. For example: a percentage decline in response time or improvement in the number of available EMTs within a region, measured against the same metric at the start of the project.
- (2) A clear methodology and a description of data sources for computing the performance measures proposed in the project plan, for example, comparing responder response times or the total number of EMTs in a region against the same metric at the end of the project.
- (3) Benchmark measures for each of the following assessment levels:
 - (A) Significantly improved.
 - (B) Improved.
 - (C) Not Improved.
 - (D) Worsened.

Please define and describe your benchmarks in the space below. Additional pages may be included. Examples of benchmarks for each statutory area can be found at the end of this package. The examples do not need to be returned with the applications.

Empty space for defining and describing benchmarks.

SECTION 10 - Benchmarks and Timelines - Continued

BENCHMARK EXAMPLES FOR STATUTORY AREAS

Funding Assessment Activities

Our current funding sources include:

The funding assessment activities will allow the agency to attain the following benchmarks.

Significantly Improved: Will be demonstrated by the establishment of new funding sources or districts that were not in place before the requested funds were awarded.

Improved: Will be demonstrated by new funding sources being identified and documented plans completed to establish the sources or districts

Not Improved: Will be demonstrated by documented planning to find new funding sources that were not in place before the requested fund: were awarded.

Worsened: Will be demonstrated by this portion of the project not being initiated.

Stabilization and/or reorganization of at-risk emergency medical service

Significantly Improved: Will be demonstrated by altering our service in the following ways: (say how and when service alterations will be done and how the alterations will

Improved: Will be demonstrated by altering our service in the following ways: (say how and when service alterations will be done and how the alterations will stabilize or reorganize your agency).

Not Improved: Will be demonstrated by providing information regarding how we will alter our service.

Worsened: Will be demonstrated by not completing this portion of the project.

Development of regional emergency medical services

Funding for the development of regional emergency medical services will allow the agency to attain the following benchmarks.

Significantly Improved: Will be attained by the creation of one agency serving the project area.

Improved: Will be attained by establishment of a plan and timeline to establish a single agency that serves the proposal area

Not Improved: Will be attained by the discussion and review of proposals to meet the goal of a single agency to serve the project area.

Worsened: Will be attained by failing to develop a plan or have discussions to attain a single agency to serve the service area

Training for emergency medical directors

Funding for the Medical Director training will allow the agency to attain the following benchmarks:

Significantly Improved: Will be demonstrated by a 20% increase in the input, services, and feedback provided to the agency by the medical director

Improved: Will be demonstrated by a 15% increase in the input, services, and feedback provided to the agency by the medical director.

Not Improved: Will be demonstrated by not showing an increase in the input, services, and feedback provided to the agency by the medical director

Worsened: Will be demonstrated by showing a decrease in the input, services, and feedback provided to the agency by the medical director.

Access to training front line emergency medical services personnel

Funding for training of front-line personnel will allow the agency to attain the following benchmarks:

Significantly Improved: Will be demonstrated by an increase of X number of licensed personnel.

Improved: Will be demonstrated by an increase of x number of licensed personnel

Not Improved: Will be demonstrated by having trained x number of personnel

Worsened: Will be demonstrated by not having anyone trained to become licensed.

Capital equipment and needs

Funding for capital equipment and needs will allow the agency(s) to attain the following benchmarks:

Significantly Improved: Will be demonstrated by placing this equipment in service.

Improved: Will be demonstrated by receiving the equipment at the agency .

Not Improved: Will be demonstrated by ordering the equipment for the agency

Worsened: Will be demonstrated by not ordering or obtaining the equipment described in the proposal.