



FY 18 MIIA GRANT APPLICATION

This fiscal year, MIIA’s Grant program is focused on identifying member loss trends and providing members with resources and solutions to improve their outcomes. We believe that effective risk management can only be achieved through a strong partnership with our members. The MIIA Grant Program provides members with solutions for effective risk management, enhanced safety practices and greater asset preservation.

MIIA members can apply for a grant or grants totaling \$10,000 per municipal entity.

1. We strongly encourage you to consult with your MIIA Risk Manager with any questions regarding grant criteria prior to submittal. In particular, the Risk Managers would like to be involved with any proposed grants related to:
 - a. Development of a Sewer Maintenance Program, b. Facilities Security, c. Facilities Maintenance Software, d. Third Party Audits or Assessments.
2. Grants cannot be retroactive for an activity completed or in process or equipment previously purchased.
3. Members are not eligible for the same grant as received the previous year unless approved by Risk Manager.
4. Attach a vendor estimate for each requested item or service.
5. Ensure Chief Municipal Officer and Chief Procurement Officer have signed application.
6. Submit your application to miiagrants@mma.org by grant deadline of November 2, 2017.

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

The MIIA Risk Management Team will confirm receipt of your application. Grant applications will be reviewed the week of November 6, 2017. **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.

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

MIIA Member _____

Contact _____ Department _____

Phone _____ Email _____ Date _____

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

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Check Item	Cost Per Estimate	Related Best Practices
Automobile		
<input type="checkbox"/> Fleet Maintenance - Audit, Needs Assessment, or Software <input type="checkbox"/> GPS Tracking System for Plow Operators		Annual Driver MVRs Vehicle Telematics Vehicle Maintenance Program
General Liability		
<input type="checkbox"/> Development of Sewer Maintenance Program* <input type="checkbox"/> Third Party Audits targeting fats, oils, grease, etc.*		Camera video program (sewer lines) Manhole inspection Grease trap bylaw/inspection Pump station inspection
<input type="checkbox"/> Tree Risk Assessment - (Does not include tree removal)		Tree Inventory and or Assessment Program
<input type="checkbox"/> Development of Pavement Management Program		Pavement Management Program
<input type="checkbox"/> Development of Snow & Ice Removal Plan		Snow & Ice Removal Plan
<input type="checkbox"/> Facility Security/Emergency Plans (Schools & Municipal Offices Only) - Assessments, Equipment (i.e. Panic Alarms, Entry Systems, Cameras)*		
<input type="checkbox"/> Development of a Mass Lead Containment Control Plan and related testing and plumbing hardware replacement		Development of a LCCA Plan and plumbing hardware replacement
<input type="checkbox"/> Cyber Risk Audit		
Law Enforcement Liability		
<input type="checkbox"/> Cameras - Body, Dash, CCTV (Must Develop or Demonstrate a Policy) <input type="checkbox"/> Topic Specific Training Targeting Loss Experience Issues		Use of Force & CCTV Policies Training
Property		
<input type="checkbox"/> Facilities Maintenance - Software, Third Party Audits, Winterization Needs Assessment* <input type="checkbox"/> Freeze Up Prevention Equipment - Thermography Cameras up to \$1500, Temperature Alarms, Monitoring Equipment, Call Out Software <input type="checkbox"/> Facilities Emergency Identification & Access System <input type="checkbox"/> Third Party Thermography Assessments*		Roof inspection Roof Snow Removal Plan Ice dam inspection Gutter/downspout inspection Sprinkler testing Heat monitoring protocols Pipe freeze inspections
Public Officials/School Board Liability		
<input type="checkbox"/> MCAD Courses for EEO Professionals - Series of (8) Train-the-Trainer courses (These courses are outside the Core MIIA Training Curricula)		Discrimination and harassment training
Workers' Compensation		
<input type="checkbox"/> Safety Equipment - (i.e. Dollies/Carts, Slip/Fall Stations, Hoyer Lifts, Manhole Cover Lifts, Trench Boxes, Hydraulic Lift Gates, Work Zone Safety Trailer, Stepstools for Classrooms, PPE Equipment, Back-Up Cameras, Slip Resistant Floor Treatments). Does not extend to injured-on-duty. <input type="checkbox"/> OSHA/Safety Training - Third Party Training (i.e. aerial lifts, bloodborne pathogens, trench safety, confined space entry, CPSI training, chainsaw safety, lockout/tagout, OSHA 10/30, QBS behavioral safety(descalation), work zone safety, etc. not otherwise provided by Core MIIA Training Curricula)		Annual workplace safety training Claims reporting (timely basis) Return to Work Program Safety Committee

* Consult with MIIA Risk Manager.