

Ohio Propane Educational and Research Council (PERC) Funding Application

Emergency Responder Training Policy

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Purpose: To define a policy and procedure for the use of Ohio PERC funds to support emergency responder training in the State of Ohio.

General:

- All PERC Emergency Responder training that is supported by Ohio PERC funds will require approval by the OPGA Executive Committee prior to scheduling.
- The OPGA Executive Committee meets on a quarterly basis and therefore should have any request for PERC funding 30 days prior to an Executive Committee meeting.
- It will be the responsibility of the Executive Committee to ensure Ohio PERC training funds are used as geographically equitable as possible throughout Ohio.
- As required by National PERC, PERC funds will **NOT** be used for live burn training but rather for classroom training and support only.
- Individuals requesting PERC training funds will make every effort to secure shared funding from other available sources prior to requesting funds from Ohio PERC.
- After review, the Executive Committee may approve funding reimbursement requests of training using Ohio PERC funds.
- Receipts and documentation for all cash expenditures (i.e. meals & lodging) are required and must be provided. Documentation will include the date, amount, names of all persons involved, and the specific items for which reimbursement is requested. Documentation will be considered for approval.
- Ohio PERC will provide funding up to **\$2000 per day** and will only apply to:
 - Instructor costs
 - Instructor & Trainer mileage, meals and lodging expenses
- In an effort to stretch our funding dollars, local media coverage (radio, TV, print) should be requested and encouraged.
- The minimum class size will be 20 firefighters.
- Trainer must follow the PERC Council "Propane Emergency Responder" guide.
- Ohio PERC will provide a copy of the "Propane Emergency Responder" guide for each attendee.
- Classroom training curriculum must follow the PERC Propane Emergencies program.
- Training materials and instructor books will be obtained from National PERC.

I have read, understand, and will abide by the above policy. I hold the Ohio PERC/OPGA harmless of any actions.

Print Name

Company

Date

Signature

REQUEST FOR OHIO PERC TRAINING FUNDS

Training Date: _____ Location of training: _____

Contact person information:

Name: _____ Company : _____

Address: _____ City/St, Zip: _____

Email: _____ Phone: _____

Description of Event:

Firefighters from the following fire departments will participate (Note that the minimum class size is 20):

# Firefighters	Fire Department	# Firefighters	Fire Department
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Supplemental funding has been requested from:

Proposed Reimbursement Items requested from Ohio PERC (max amount of \$2,000 per day):

Amount	Description of Expenditure
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____

I agree to adhere and conform to the policies of OHIO PERC training as detailed in the attached.

Print name: _____

Signature _____

Date: _____

Federal Tax ID# _____

Attached:

- Certificate of Insurance.
- State Fire Marshall Certified Trainer Certificates.
- Statement from the fire academy releasing the state affiliate or other entity from liability.
- Copies of signed trainee waivers (attach with final reimbursement request).

Approved by _____

Date: _____

