

# Kenai Peninsula Borough

Grants Administration

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## MEMORANDUM

**TO:** Ryan Tunseth, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*  
Brandi Harbaugh, Finance Director *BH*

**FROM:** Heather Geer, Grants Administrator & Community Liaison *HG*

**COPY:** Richard Brackin, BCFS Fire Chief  
John Harris, NFS Fire Chief  
Eric Schultz, KESA Fire Chief  
Jon Marsh, WES Fire Chief

**DATE:** March 26, 2026

**RE:** Ordinance 2025-19- 37, Accepting and Appropriating Grant Funds from the Alaska Department of Natural Resources Volunteer Fire Capacity Program on behalf of Bear Creek Fire, Kachemak Emergency, Nikiski Fire and Western Emergency Service Areas (Mayor)

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KPB's Bear Creek Fire Service Area, Nikiski Fire Service Area, Kachemak Emergency Service Area and Western Emergency Service Area applied for the Alaska Department of Natural Resources, Division of Forestry Volunteer Fire Capacity (VFC) grant program, formerly known as Volunteer Fire Assistance program. The VFC program grant funds may be used for both wildland and structure protection needs and the grant award is provided to increase firefighter safety, improve the firefighting capabilities of rural volunteer fire departments, and enhance protection in the urban-wildland interface.

All four service areas were notified of grant awards. The 2026 VFC awards have a required match amount. The amounts are allocated based on each service area's individual application for the VFC program, and the notification from the program provides for which service area is to receive which amount.

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 RE: Ordinance 2025-19-37

The awards, grant request description by service area, admin service fee amounts, and match requirements, are listed as follows:

<b>Fund</b>	<b>Service Area</b>	<b>Award</b>	<b>Project Description</b>	<b>10% Match/Share</b>	<b>Admin Fee</b>	<b>Total Local Match/Admin</b>
206	NFSA	\$8,669.00	FF Equipment	964.00	217.00	\$1,181.00
207	BCFSA	9,191.00	FF Equipment	1,022.00	230.00	1,252.00
209	WES	9,989.97	FF Equipment	1,110.03	250.00	1,360.03
212	KESA	9,376.83	FF Equipment	1,042.17	234.00	1,276.17
		\$37,226.80		4,138.20	931.00	\$5,069.20

The VFC program requires 10% matching funds. Each service area will meet the 10% match requirement, and the 2.5% Borough administrative fee through expenditures made from the approved FY26 operating budget if purchases are made prior to June 30, 2026; or from the FY27 operating budget if purchases are made between July 1, 2026 and December 31, 2026. The 10% match and 2.5% administrative fee are available in each of the respective service area’s operating budgets. Each service area fire chief shall provide grant oversight and project completion.

Your consideration is appreciated.

FINANCE DEPARTMENT <i>FUNDS VERIFIED</i>	
Acct. No. <u>206.51110.XXXXX.48760/61990</u>	Amt <u>\$ 1,181.00</u>
Acct. No. <u>207.51210.XXXXX.48760/61990</u>	Amt <u>\$ 1,252.00</u>
Acct. No. <u>209.51410.XXXXX.48760/61990</u>	Amt <u>\$ 1,360.03</u>
Acct. No. <u>212.51810.XXXXX.48760/61990</u>	Amt <u>\$ 1,276.17</u>
By: <u>CS</u>	Date: <u>3/24/2026</u>