

Rural Fire Protection Grant Completion Checklist

All project work will be completed by the agreed deadline, unless by special permission from **Troy Dare, Rural Fire Protection Program Manager**. **The items below must be received in order to release project award.**

Final Report which includes:

- Expense Documentation Form.**
(Please submit the **signed original** form with report)
- Copies of **paid invoices** and **receipts**. (Please submit copies that correspond with expenses listed on the Expense Documentation Match Form)
- Six or more** color photos of project before, during and after the project. (Please submit **high resolution, digital pictures**; either on a CD or emailed to **dryhydrantguy@yahoo.com**)
- Press release** given to the media. We allow online, public, media to satisfy this grant requirement depending on the content of the post, but we still accept, and prefer, printed newspaper and town report publications. Please email complete URL links to the online media to **dryhydrantguy@yahoo.com** or mail the complete publication page including name, date, & page number to the RFP Office at the bottom of this form so we can use it in our yearly report; this report is used at fire service events across the state and VT Legislative functions.

Once items listed above are received, a final site inspection will be conducted by Troy Dare, Task Force Engineering Technician to check the following:

- Standpipe **painted**. (The paint helps reduce **ultra-violet ray breakdown** and identify dry-hydrant location)
- Hydrant protected by **guard posts**. (Guard posts need to be **placed in front of dry-hydrant riser** and be able to deflect vehicles or fire apparatus; 6x6's, large stones, concrete blocks etc. preferred)
- Maximum Suction Lift** does not exceed 15 feet. (**Maximum Suction Lift** is the vertical measured distance from the surface of the estimated low water level to the eye of the pump)
- Year round access** provided. (The access to the RFP system is adequate for fire apparatus and will be kept clear and plowed year-round)
- Signage** - No Parking Fire Lane posted. (This can be a standard reflective dry-hydrant sign or a custom, more esthetically pleasing, sign; As long as it says, "No Parking - Fire Lane", it's adequate)
- Maintenance Record** established with first back flush and pump test recorded. (Please **MAX flow test** the hydrant until pump reaches "cavitation"; this will provide the value of the system in all fire situations and help monitor the integrity of the system)

Please schedule your final inspection with **Troy Dare** when the items above have been completed. If you have any questions or desire additional information, please feel free to contact:

Troy Dare - Rural Fire Protection Program Manager/Engineering Technician

14 Crab Apple Ridge, Randolph, VT 05060

802-828-4582 – dryhydrantguy@yahoo.com