

Click [HERE](#) to watch a short video on how to Get Data Ready for Response ARM

## GARP Reporting Requirements

The new Local Fire Response Accomplishments Reporting Module (**Response ARM**) is coming online in June 2025. States will need to report the following:

1. **VFD Assistance Request details<sup>1</sup>** for:
  - **Each eligible VFD application for assistance requested on or after January 1, 2025** (i.e. VFD request for pass-through grant). This includes both applications approved for funding and those that were eligible but not approved, so NASF and USFS can indicate demand for assistance.
  - **Each funded VFD applications for assistance requested before January 1, 2025, that:**
    - Were still open/active as of January 1, 2025 (expected to receive federal funding in 2025 or after), OR
    - Funded any assistance in calendar year 2024 **using FY2024 grant funds** (2024 Volunteer Fire Capacity or 2024 IJJA Volunteer Fire Assistance).
    - Example: You approved Smalltown VFD for a pass-through grant in Fall 2023. In Fall of 2024, you reimbursed Smalltown VFD using 2024 VFC funding.
2. **Other Program Investment details<sup>2</sup>** for any 'Investments' that directly support VFDs with Volunteer Fire Program funds in other ways, such as for staff who support federal property conversion, firefighter training academies, etc., including:
  - **Other Program Investments that started on or after January 1, 2025**
  - **Other Program Investments that started before January 1, 2025, that:**
    - Funded any assistance in calendar year 2024 **using FY2024 grant funds** (2024 Volunteer Fire Capacity or 2024 IJJA Volunteer Fire Assistance).
    - Example: You funded Federal Property distribution in 2024 using 2024 IJJA grant funds
3. **Actual Accomplishments details<sup>3</sup>** for each funded VFD Assistance Request (pass-through grant) and Other Program Investment described above that had assistance funded on or after January 1, 2025, and for any assistance funded in 2024 using FY24 grant funds.

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<sup>1</sup> For all eligible requests, details include: VFD Name (must match Response ARM exactly; use template), State Tracking ID (optional), Request Date, Application Status, Requested Federal Funding Amount. *If the request is approved for funding*, must also include Planned Federal Funding Amount, Estimated Funding Program, indication (Yes/No) of each type of assistance requested (Communications, Federal Property Conversion, Inventoried Equipment, PPE, Tools and Supplies, Training).

<sup>2</sup> For all Other Program Investments, details include Program Investment Recipient (description of investment), Status, and selection of each VFD directly assisted.

<sup>3</sup> For actual funds invested, details include 'Federal Funding Sets' (Assistance Type, Funding Program, Funding Year, Actual Funding \$ Amount), Actual State & Local Investment \$ Amount, Project Outcomes (optional), Number of Individuals Trained (when applicable).

## Links to Data Preparation Worksheets

### WORKSHEET 1 – Program Demand - Bulk Import Template

Does your state administer pass-through grants to VFDs? If so, [click on your state's name from the list below](#) to download your 'New VFD Applications' template. If a VFD is missing from the list in your template, please email us at [support@garphub.org](mailto:support@garphub.org) with the VFD Name, VFD County & FDID.

### WORKSHEET 2 – Program Investments

Have you already spent Volunteer Fire Program grant funds in Q1 of 2025 (or in 2024 using FY24 Grant Funds)? If so, get the Response ARM Preparation Worksheet for Program Investment Accomplishments [HERE](#).

#### Links to "New VFD Applications" State-Specific Templates

<a href="#">Alabama</a>	<a href="#">Hawaii</a>	<a href="#">Michigan</a>	<a href="#">North Carolina</a>	<a href="#">Texas</a>
<a href="#">Alaska</a>	<a href="#">Idaho</a>	<a href="#">Minnesota</a>	<a href="#">North Dakota</a>	<a href="#">Utah</a>
<a href="#">Arizona</a>	<a href="#">Illinois</a>	<a href="#">Mississippi</a>	<a href="#">Ohio</a>	<a href="#">Vermont</a>
<a href="#">Arkansas</a>	<a href="#">Indiana</a>	<a href="#">Missouri</a>	<a href="#">Oklahoma</a>	<a href="#">Virginia</a>
<a href="#">California</a>	<a href="#">Iowa</a>	<a href="#">Montana</a>	<a href="#">Oregon</a>	<a href="#">Washington</a>
<a href="#">Colorado</a>	<a href="#">Kansas</a>	<a href="#">Nebraska</a>	<a href="#">Pennsylvania</a>	<a href="#">West Virginia</a>
<a href="#">Connecticut</a>	<a href="#">Kentucky</a>	<a href="#">Nevada</a>	<a href="#">Puerto Rico</a>	<a href="#">Wisconsin</a>
<a href="#">Delaware</a>	<a href="#">Louisiana</a>	<a href="#">New Hampshire</a>	<a href="#">Rhode Island</a>	<a href="#">Wyoming</a>
<a href="#">Florida</a>	<a href="#">Maine</a>	<a href="#">New Jersey</a>	<a href="#">South Carolina</a>	
<a href="#">Georgia</a>	<a href="#">Maryland</a>	<a href="#">New Mexico</a>	<a href="#">South Dakota</a>	
<a href="#">Guam</a>	<a href="#">Massachusetts</a>	<a href="#">New York</a>	<a href="#">Tennessee</a>	

*(At this time, the national Fire Department Response Boundaries database, which is used as the basis for this import, does not include fire departments in the U.S. Territories, except for Guam and Puerto Rico. Therefore, a bulk import template cannot be used to enter these requests.)*

## Reporting Guidance for Response ARM

### VFD Pass-Through Grant Application Details

#### **About**

*Volunteer Fire program grant reporting includes providing key details about each eligible VFD pass-through grant application (request) received by the state agency, so that the Program Demand for assistance can be quantified relative to the funds available to support capacity building at the local level. NOTE: Use of Volunteer Fire program funds for other purposes (e.g., funded program support positions, fire training academies, etc.) are not included as part of Program Demand reporting; however, such use of funds IS included in Program Investment reporting in the Local Fire Response Accomplishments Reporting Module.*

#### **Volunteer Fire Department**

Select the VFD that applied for grant funding. If the department is not in the list please contact support@garphub.org for assistance.

#### **State Tracking ID**

Enter your state application tracking number, if you have one

#### **Application Status**

Select the Status of the VFD Pass-Through Grant Application. Ensure 'Not Funded - Eligible' applications are reported so that unmet Program Demand can be quantified.

#### **Request Date**

Enter the date that the VFD application was due to (or received by) your agency.

#### **Requested Federal Funding Amount**

Enter the amount (\$) of federal funding being requested for this assistance. Ensure 'Not Funded - Eligible' applications are reported so that unmet Program Demand can be quantified.

#### **Planned Federal Funding Amount**

Enter the amount (\$) of federal funding being planned for this assistance. Please enter this for all applications, to show program intent.

#### **Estimated Funding Program**

Select the Funding Program most likely to be used to fund this Application. This will only be used to estimate Program Demand, not for comparison with actual funding used to actually reimburse the VFD.

#### **Requested Assistance Type(s)**

Indicate all types of assistance being REQUESTED. This may be different than what is approved for funding. Please enter this for all applications, to show program demand.

### Other Program Investment Details

#### **Program Investment Recipient**

Enter the name or description of the program investment. This investment should NOT be for a VFD pass through grant, but rather for use of program funds supporting local fire response in other ways. Examples include training academies, staff positions that directly support VFDs response capacity outside the scope of pass-through grants, etc. Do not include investments in New/Expanded VFDs or general Program Administration costs here.

**Status**

Indicate the status of this other investment. If the investment is on-going, select Funded-Grant Open. If the investment is no longer active, update as Funded-Grant Complete.

**Volunteer Fire Department(s)**

Select each Volunteer Fire Department that has been DIRECTLY assisted by this investment. For example, training academies indicate each eligible VFD that received training. NOTE: the mapped response boundary of each VFD indicated (from the national Fire Department Response Boundaries dataset) will be intersected to automatically identify all of the Communities Assisted in the Fire Adapted Communities module.

**Actual Federal Project Investment****Assistance Type**

For each set of Actual Federal Investment to date, select a single Assistance Type that was funded: Communications, Federal Property Conversion, Inventoried Equipment, PPE, Tools & Supplies, Training.

**Funding Program**

For each set of Actual Federal Investment to date, indicate Funding Program used to fund the assistance: BIL State Fire Assistance or Volunteer Fire Capacity.

**Funding Year**

For each set of Actual Federal Investment to date, indicate the Funding Year (of the Funding Program) used to fund the assistance.

**Actual Funding Amount**

For each set of Actual Federal Investment to date, provide the Actual Reimbursement/Funding Amount for the selected assistance and funding. (NOTE: Inventoried equipment refers to equipment that has a per unit cost over the applicable federal equipment threshold requiring form FS-1500-34 to be completed. The federal equipment threshold for grants executed prior to 10/1/2024 is \$5,000 per unit. The threshold for grants executed on 10/1/2024 and after is \$10,000.)

**Local Investment and Project Outcomes****Project Outcomes**

Recommended, but optional. Please provide a brief description of the benefits & outcomes realized from this project.

**Individuals Trained**

Indicate the number of personnel trained. This is required when federal funds were used for training assistance.

**Actual State and Local Investment**

Please enter the total actual amount from state and/or local funding sources contributed to this project (part or all may be considered match).

## Assistance Type Definitions

**Communications assistance** includes using Volunteer Fire Program funding by or for an eligible VFD for acquisition of communications equipment (e.g., two-way radios, headsets and earpieces, portable Mobile Data Terminals (MDTs), emergency warning systems, helmet communication systems, Incident Command Systems, signal boosters and repeaters, Personal Alert Safety Systems (PASS) Devices), funded by the Volunteer Fire Program. **Note:** Single-item costs that exceed the Equipment Threshold must be reported as “Inventoried Equipment” instead.

**Federal property conversion assistance** includes using Volunteer Fire Program funding to aid a VFD with the equipping, modifying and/or delivery of federal excess personal property.

**Inventoried Equipment assistance** includes using Volunteer Fire Program funding by or for an eligible VFD for acquisition of equipment (federally-defined) and/or apparatus (e.g., generators, engines, tractor plow / dozer units, slip-ons, pumps, dry hydrants, or other apparatus, communications equipment, etc.) that have a per unit cost over the applicable federal equipment threshold. The federal equipment threshold for grants executed prior to 10/1/2024 is \$5,000 per unit. The threshold for grants executed on 10/1/2024 or later is \$10,000.

**PPE (Personal Protective Equipment) assistance** includes using Volunteer Fire Program funding by or for an eligible VFD for acquisition of essential gear designed for protection while working in wildland fire environments (e.g., fire-resistant clothing, firefighting boots, fire shelters, helmets, gloves, eye and respiratory protection, ear protection, chainsaw chaps, first aid supplies). **Note:** Single-item costs that exceed the Equipment Threshold must be reported as “Inventoried Equipment” instead. **Note:** Some items may be categorized as either “PPE” or “Tools and Supplies” but should only be reported once in the category that seems most appropriate.

**Tools and Supplies assistance** includes using Volunteer Fire Program funding by or for an eligible VFD for acquisition of essential durable (not one-time use) items designed to help firefighters control and suppress wildland fires (e.g., hand tools, firefighting supplies). **Note:** Single-item costs that exceed the Equipment Threshold must be reported as “Inventoried Equipment” instead. **Note:** Some items may be categorized as either “PPE” or “Tools and Supplies” but should only be reported once in the category that seems most appropriate.

**Training assistance** includes using Volunteer Fire Program funding by or for an eligible VFD for acquisition or delivery of classroom, field and/or online courses (e.g., basic wildland firefighter training, firefighter safety and survival, Fire behavior and suppression tactics, Incident Command System (ICS), simulated fire exercises, advanced training, and refresher training).