



# The Ed MacDonald

## Safety Enhancement Grant Program

### PURPOSE

MMA’s Risk Management Services is committed to helping current Workers’ Compensation Fund members provide the tools necessary to implement safe work practices and build a solid risk management program. This is accomplished by helping members with financial incentives to purchase safety equipment that assist in reducing the severity or frequency of workplace injuries.

### ELIGIBILITY

Only current Workers’ Compensation Fund members are eligible to apply. The grants are awarded in Spring and Fall of each year. To be eligible for the Spring grant period, your application must be received *between September 16<sup>th</sup> and close of business April 15<sup>th</sup>*. To be eligible for the Fall grant period, your application must be received *between April 16<sup>th</sup> and by close of business September 15<sup>th</sup>*.

Total cost of the request amount must be a minimum of \$200. Grant request must be for single items or groups of related items. A few examples of single and related items grouped that do qualify:

<u>Single Item Examples</u>	<u>Related Items Grouped Examples</u>
<ul style="list-style-type: none"> <li>Trench Box</li> <li>Dump Loks</li> <li>Body Armor (available for Police, EMS &amp; Fire)</li> </ul>	<ul style="list-style-type: none"> <li>Cones, Hi-Viz Vests, Stop/Slow Paddles (Traffic Control Equipment)</li> <li>Winches, Hoists &amp; Gas Meters (Confined Space Safety Equipment)</li> <li>Body Harnesses &amp; Lanyards (Fall Protection)</li> </ul>

Items cannot be purchased until you are notified a grant has been awarded. Projects that receive funding from other grant programs or funding sources are not eligible for a Safety Grant.

### AWARDS

Members are eligible for an award amount of 2/3 of the project cost up to \$2,000 maximum per application. Only one application can be submitted per grant period.

Items must be purchased by May 1st (Spring grant) or October 1st (Fall grant) of the following year. We reserve the right to review appropriate documentation of all expenses.

### EVALUATION CRITERIA

Grant funds disbursed under this program are intended to purchase safety equipment or services that directly enhance the health and safety of employees. Any items considered as normal course of business or routine expenses such as repairs, maintenance, disposable personal protective equipment (i.e. hardhats, safety shoes, gloves or glasses) and etc. do not qualify.

Applications requesting items that directly enhance the safety of employees from severe or frequent workplace exposures and demonstrate a need to provide or replace non-existent or sub-standard equipment will be given priority. Applications that do not meet program guidelines will not be considered and awards are contingent on available funds.

## EXAMPLES OF QUALIFYING EQUIPMENT

- Emergency Eyewash Stations
- Lockout/Tagout Equipment
- Trench Protective Systems
- Flammable Liquid Safety Cabinets
- Turnout Gear
- SCBA Equipment
- Chainsaw Safety Personal Protective Equipment
- Hydraulic Tailgate Lifts or Other Lifting Devices

## APPLICATION TIPS:

- Is the application made out for **ONLY** a single item or a group of related items?
- Is there a description of the equipment you wish to purchase? If needed, is there a vendor description of the equipment being requested?
- Is there an explanation of why the equipment is needed?
- If replacing old or obsolete equipment, are there photos of old equipment? If applying for ergonomic equipment, photos of the old equipment/stations are **required**.
- How will it aid in reducing the severity or frequency of workplace injuries?
- These items have **NOT** already been purchased yet?
- Is there a copy of the quote from the vendor included?
- Have you committed to the funds for your portion of this project?
- Have you applied or received grant money from another grant program or organization?
- Has the Applicant signed the application (if different from the Key Official)?  
*\*\* Electronic signatures are accepted \*\**
- Has the Key Official of the Membership that is listed with MMA signed the application?\*\*\*  
*Electronic signatures are accepted \*\**
- The application is submitted in the specified time frame for the Spring or Fall grant period?
- Has the one page application been filled out completely?
- Is all supporting documentation included?
- Have you made a copy for your records?
- Send in application or question to:
  - **E-mail:** [safetygrants@memun.org](mailto:safetygrants@memun.org)
  - **Fax:** 207-624-0127
  - **Mail:** Maine Municipal Association  
Attn: RMS Loss Control Dept. - Safety Grants  
PO Box 9109  
Augusta, ME 04330



## APPLICATION

Name and Title:

Member Name:

Department:

Member's Mailing Address:

Applicant's e-mail:

Applicant's Phone:

1. Please describe the safety equipment you are considering purchasing. Include the intended purchase, installation or completion date for your project.

2. Why is this safety equipment needed? **(Use additional page if necessary)**. If this is to replace old or obsolete equipment please attach photos. \*\* Please note photos are **required** for ergonomic equipment requests. \*\*

3. How will this safety equipment help to reduce workplace injuries and provide your entity with a safer work environment? **(Use additional page if necessary)**

4. Cost (or quote) of equipment/service. (Attach to application).

5. Have you committed funds for **your portion** of this activity?      Yes      No

6. Have you applied for or received grants or funding from other sources for this endeavor?      Yes      No

If Yes, from whom:

Amount (\$):

***Application Tips:***

*Does the application have signature of a Key Official? (Town or City Manager, District Superintendent or Selectperson?)*

*Has a quote or cost estimate been attached?*

*If the application is for ergonomic equipment, have photos been attached?*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Key Official Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Print Name and Title

**May Grant Period**

Deadline Date:  
**April 15<sup>th</sup>**

**October Grant Period**

Deadline Date:  
**September 15<sup>th</sup>**