



## KENSINGTON FIRE PROTECTION DISTRICT

**DATE:** August 21, 2024  
**TO:** Board of Directors  
**RE:** Hazardous Vegetation Removal Reimbursement Grant Program  
**SUBMITTED BY:** Mary Morris-Mayorga, Consultant  
Emergency Preparedness Committee

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### **Recommended Action**

Staff recommends that the Board of Directors consider approval of changing the Replanting Grant Program to the Hazardous Vegetation Removal Reimbursement Grant Program.

### **Background**

The Emergency Preparedness Committee has recently discussed the benefits of the Replanting Grant Program and is recommending that the focus be changed to Hazardous Vegetation Removal. The committee believes this change in focus would better support the District's mission in serving the community.

### **Fiscal Impact**

The current budget amount for this grant is \$10,000, but may be re-evaluated at the next Emergency Preparedness Committee meeting to recommend revision in the final budget.

### **Attachment:**

Hazardous Vegetation Removal Reimbursement Grant Program (DRAFT)

# **Kensington Fire Protection District (KFPD)**

## **Hazardous Vegetation Removal Reimbursement Grant Program**

### **Objective:**

The primary objective of this grant is to reduce wildfire risks by funding the removal of highly flammable vegetation from residential properties in Kensington. This program is intended to replace the Kensington Fire Protection District's Replanting Grant to improve the effectiveness and speed of hazardous vegetation removal and reduce fire loads near residences and roadways. Creating defensible space around residences is critical to save lives and protect property.

### **Definitions:**

- Neighborhood Lead: Person submitting the application and responsible for completion of work on behalf of the participating parcels.
- Program Coordinator: Person designated by the KFPD to manage the program.

### **Eligibility Criteria:**

- Open to Kensington properties.
- Focus on removal projects targeting highly flammable plant species such as juniper, bamboo, and eucalyptus.
- Vegetation to be removed should be within 25 feet of a residence or 10 feet from the street.
- To be cost-effective and efficient, this program gives preference to applications with three or more parcels.
- Completed application with designated "Neighborhood Lead"
- Hazardous vegetation does not include grasses targeted in the Annual Vegetation Management Standards Inspections performed by El Cerrito Kensington Fire Department.

### **Potential Funding Details:**

- Grant awards up to \$2,000 per parcel.
- Funds are to be used solely for the cost of hazardous vegetation removal as approved in the application submittal.
- Reimbursement of grant upon verified completion of the project by the KFPD. Please allow up to 6 weeks to receive reimbursement via USPS upon submitting final project documentation.

### **Simplified Application Process:**

- Application for Neighborhood Leads to submit on behalf of participating properties will be available online. Note: Property owners must authorize participation in the grant program.
- Each application shall include: Neighborhood Lead, participating properties, photos, description of the vegetation to be removed by parcel, cost estimates from removal contractor and timeline for completion.

### **Implementation and Oversight:**

- Each application will be validated by the Program Coordinator designated by the General Manager of the KFPD.
- Program Coordinator shall manage the grant program including public information, application schedule, the distribution and collection of applications, notification of grant award, and confirmation of completed work.
- A subcommittee of the KFPD Emergency Preparedness Committee (EPC) will develop ranking system for criteria above, review and rank applications submitted based on criteria, and make recommendations based on available funds.
- The Neighborhood Lead coordinates the removal activities for compliance with the submittal and provides final documentation including photos and paid receipts for reimbursement, parcel by parcel.
- The EPC subcommittee shall review final project completion and notify the Program Coordinator
- Program Coordinator will then make a recommendation to the District Manager for reimbursement.

### **Timeline:**

- Applications will be accepted twice a year - schedule to be developed by the Program Coordinator
- Projects to be completed within 6 months of the grant approval date.