



386 River Point Drive | McDonough, Georgia 30252
| www.ga-ems.com

GAEMS EMR/EMT Grant Course Agreement

Directions: You must initial in the highlighted area and return a signed copy of the form to gaemsinc@gmail.com by July 20, 2018. Failure to do so may jeopardize your eligibility for the Grant.

To: DeKalb County Fire Rescue
Director Joseph Lumpkin
1960 West Exchange Place
Tucker, Georgia 30084
770-724-7670

Contact Email Address: wdroberts@dekalbcountyga.gov

Lead Instructor: Michael Morris
County of Course location: DeKalb

From: Kim Littleton Executive Director, Georgia Association of EMS
Date: July 11, 2018
Subject: EMR / EMT Grant Opportunity- **Time Sensitive Deadline**

Congratulations, your service has been selected to receive a Grant to provide your community with an EMR or EMTB Course based on the application your service submitted in June 2018. GAEMS received funding from the Georgia Trauma Commission to fund EMR courses for FY2016.

Service DeKalb County Fire Rescue

County you will be conducting your course: Dekalb

You agree that your course will be fully completed and ending roster submitted to GAEMS by email at gaemsinc@gmail.com by **February 2019**.

*Choose which class you will be conducting: **EMR** or **EMTB**

The total dollar amount of each grant will vary depending on the number of students who are enrolled in the EMR/EMT B class and the number of students that graduate from your course. The initial class roster must have a minimum number of 12 students to be eligible for this grant while the maximum number we will reimburse for is 25 students on the ending roster. You may elect to have more than 25 students in the class however, we will only reimburse for a maximum of 25 students. Each course must be approved through the course approval process as developed by the State Office of EMS and Trauma.

This Program is made possible by State of Georgia funding provided through the Georgia Trauma Care Network Commission

To receive the funding, we must receive a copy of the letter or approval form from the State Office of EMS **that your class is an approved class along with the course number.** Students may elect to challenge the National Registry examination; however, the examination is not required, and the grant will not reimburse expenses for challenging the exam.

 GAEMS will deal only with the Director of the Service; the Service Director will be the person accountable as it pertains to the grant and all funding will be paid to the Grant Award Service only.

 If you choose to conduct an EMTB course with the funds – you may (in writing on department letterhead – prior to beginning your course) request a Variance Funding.

The Grant provides funding to the GAEMS to deliver a jump bag and safety vest to each of the successful students. The Agency may request to use the funds designated for jump bags as part of the course delivery funding. This will require approval by the Trauma Commission EMS Sub-Committee prior to the beginning of your course.

All Course funding will be handled through the reimbursement process as follows:

Initial Funding:

 After receiving: beginning course roster on official GAEMS Roster template (All information must be completed on the heading of the Roster) and a copy of the invoice of your book purchase

For EMR Courses - \$104.45 per student on roster For EMTB Courses - \$111.74 per student on roster

Once you have completed your course:

 Submit your ending roster on the GAEMS official roster template (All information must be completed on the heading of the Roster) to gaemsinc@gmail.com

 Within 60 days - You will receive \$1,440.00 for Instructor payment

 Within 60 days - You will receive a jump bag and safety vest for each student on your ending Roster (or if Variance Request was approved you will receive funds in place of Jump Bags)

What you should do now:

- Immediately complete the Course Agreement form and return the signed form to GAEMS in an email to: gaemsinc@gmail.com by July 25, 2018 - failure to comply with this request may jeopardize your Grant award.

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- Contact your Regional EMS Office and notify them that you wish to conduct a First Responder or EMT program. **GAEMS will not reimburse any expenses for a course that is not approved by the Regional EMS Office.**

EMT Course Only – If it is your intention to request a variance a letter of request should be sent on your letterhead as soon as possible to GAEMS to be presented to the EMS Sub-Committee

- We request that you complete the approval process as soon as possible and send a copy of the State Office of EMS approval form to GAEMS as soon as you receive the form.
gaemsinc@gmail.com
- When you have your course approved send the names of your students on the GAEMS EMR/EMT Beginning Roster to GAEMS at gaemsinc@gmail.com.
- When your course is completed – ending roster must be submitted to GAEMS on the official GAEMS Course Roster at gaemsinc@gmail.com
- It is your responsibility to submit your ending roster to the State Office of EMS.

Darnell Fullum, Fire Chief
Service Director or Designee Printed Name

[Signature]
Service Director or Designee Signature

7-18-18
Date



DeKalb County Fire Rescue Department

Darnell D. Fullum, Director / Fire Chief

1950 West Exchange Place Tucker, GA 30084

Phone: 678-406-7731



June 21, 2018

EMS Sub-Committee
GA EMS
386 River Pont Drive
McDonough, GA 30252

EMS Sub-Committee:

DeKalb County Fire Rescue is interested in the Grant opportunity for an EMT-B course. We would like to request a variance of funds that are designated for jump bags at the end of class to be applied towards Instructor costs.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'JG Smith', with the date '6/21/18' written below it.

Jason G. Smith
Deputy Chief
DeKalb County Fire Rescue