



Firefighter Property (FFP) Program

Frequently Asked Questions



What is the FFP program?

The Firefighter Property (FFP) Program transfers excess Department of Defense (DoD) property to cooperators within fire and emergency services. In California, the Department of Forestry and Fire Protection (CAL FIRE) administers the FFP Program. The State enlists local firefighting and emergency service cooperators and assists them in acquiring property. Authority for the Program is defined in Title 10 U.S. Code § 2576b and FFP Cooperative Agreement between USDA Forest Service and CAL FIRE.

What is FEPMIS?

The Federal Excess Property Management Information System (FEPMIS) is a proprietary web-based electronic database that allows users to search and input, change or modify data, create reports, query information, locate property, and perform all operations in federal property programs implemented by the USDA Forest Service. Access to FEPMIS is provided by CAL FIRE and the USDA Forest Service.

What can be acquired in the FFP program?

Excess DoD property designed for, or which can be modified for, direct use in fire pre-suppression or suppression activities or needed for emergency services associated with the cooperators' responsibilities.

How does acquiring DoD approved property differ from acquiring FEPP property?

We receive property directly from DoD. Getting property directly from DoD allows us to get a better choice of property. DoD does not keep ownership of the property once it is acquired.

What is prohibited in the FFP program?

Property cannot be obtained for:

- Warehousing/stockpiling
- Sale
- Lease
- Rent
- Exchange
- Barter
- To secure a loan
- Supplement normal State/local government entities' budgets

Within its service life, the property cannot be authorized for:

- Cannibalization
- Parts
- Speculative use/possible future use

What are the steps to apply as an FFP Cooperator?

- STEP 1. Download and fill out the FFP application packet, sign the Cooperators' signature block and complete the required attachments. The application is available electronically at http://calfire.ca.gov/fire_protection/fire_protection_FFP

The application packet includes the following:

1. FFP application form
2. Cooperative Agreement for FFP
3. Resolution from governing board approving FFP participation

*Note: Resolution **must** be submitted along with a completed Cooperative agreement. If the resolution is not received, the agreement will not be sent on for further processing and will be considered an incomplete agreement packet.*

4. Screener Request Form
- STEP 2. Send application packet with original signature to:

CALFIRE
Business Services Office
FFP Helpdesk
PO Box 944246,
Sacramento, CA 94244-2460

- STEP 3. Application packet will be reviewed by CAL FIRE for approval or further verification.
- STEP 4. The state FFP Helpdesk will prepare and send an approval to participate in the FFP program as a Cooperator. The FFP Cooperator will receive the following for their file:
 1. Copy of CAL FIRE signed Cooperative Agreement
 2. Copy of FFP Program Guide
 3. Screener Commitment Form
- STEP 5. FFP Cooperator returns Screener Commitment Form the state FFP Helpdesk at FederalProperty@fire.ca.gov
- STEP 6. State FFP Helpdesk will provide a username and temporary password to begin screening for property.

What is the Cooperator's role and tasks in the FFP program?

1. Acquire FFP property only for the uses allowed in the program
2. Create acquisitions, reports, input, change or modify property records in FEPMIS
3. Bear the full costs of transporting, retrofitting, modifying, maintaining, repairing, and operating the property
4. Place the property in service for a period not to exceed one year after pick up and receipt of the property
5. Carry full insurance coverage for the property
6. Properly, care for, maintain and secure the property

7. Keep the property operational and in use for one year after it has been placed in service; prior to this, provide a written report to the state that the FFP property has become inoperable or uneconomical to operate
8. Physically inventory the property if the placed in service and one year operational period has not been met
9. Retain physical property records for six years and three months

What are the Cooperator's responsibilities under their FFP agreement?

The FFP Cooperator is responsible for all costs and services, including management, personnel and overhead expenses needed to acquire FFP property. These include the following:

- Immediate pick-up and receipt of FFP Property, and transporting property from DoD excess site
- Repair and/or retrofit/modify to convert property for direct use in fire pre-suppression, suppression activities, or emergency services
- Painting (to ensure no military colors or markings are visible on equipment)
- Regular maintenance
- Sufficient insurance coverage to cover damages and injuries to persons or property. At minimum, liability insurance must be maintained; see page number two (2) of the Cooperator Agreement for more information
- All other funds to transport, repair, maintain, retrofit, and refurbish FFP equipment to comply with the placed-in-service deadline of one year

What are the Cooperator's activity deadlines under their FFP agreement?

- WITHIN ONE YEAR OF PICK UP, THE PROPERTY MUST BE PLACED IN SERVICE. Placed-in-Service means the property was made operational through proper conversion and/or repair (this includes painting vehicles and other rolling stock in the Cooperator's Department or Agency color and seal).
- THE PROPERTY MUST BE USED FOR ITS DESIGNATED PURPOSE ONE YEAR AFTER THE PLACED-IN-SERVICE DATE. One year after the item has been placed in service, as recorded in FEPMIS, the Cooperator must maintain accounts and use the property for firefighting and/or emergency needs for one continuous calendar year. Failure to use and maintain the property for at least one year after being placed in service, obligates the Cooperator to Inventory the property in FEPMIS before any disposal is authorized by State and USDA Forest Service.

Can a Cooperator nominate more than one Screener?

No, a cooperators can apply for only one screener at a time. However, a screener can be replaced as needed to ensure continuity and coverage.

Can a Cooperator's screening access be discontinued or revoked?

Yes, CAL FIRE can discontinue or revoke screener's access if either abuse or fraud has been proven.

Can a Cooperator's FFP agreement be suspended or terminated?

Yes, CAL FIRE can suspend or terminate the agreement due to unresolved failure to abide by or willful violation of the agreement.

Where can a Cooperator find out more about the FFP?

- Login to <http://www.fs.fed.us/fire/partners/fepp/> or <http://www.fs.fed.us/fire/partners/fepp/DODprogram/>
- CAL FIRE FFP Help Desk
- FFP Program Guide

Who are the CAL FIRE contacts for FFP?

Department of Forestry and Fire Protection Business Services Office (BSO)		
NAME:	TITLE:	PHONE NUMBER:
Marie Ramos	Manager of Property and Local Services	(916) 324-1177
Claire Banyard	State and Federal Property Coordinator	(916) 323-3827
Alicia Hastings	Federal Property Coordinator	(916) 445-0351
Nicole Kociemba	Federal Property Coordinator	(916) 322-0687
Shannon McKenna	Federal Property Coordinator	(916) 323-0870
FFP Desk Mailing Address	CAL FIRE Business Services Office – FFP Help Desk PO Box 944246, Sacramento, CA 94244-2460	
FFP Desk Fax No.	(916) 323-1888	
FFP Helpdesk Email Address	FederalProperty@fire.ca.gov	
FFP Website	http://calfire.ca.gov/fire_protection/fire_protection_FFP	