



JPIA Risk Control Grant Program

Frequently Asked Questions

Do I have to use the application format provided by the JPIA?

Yes. All sections on the JPIA Risk Control Grant Program application must be completed to be considered for a grant. Your application must be typed. No handwritten submissions will be accepted. The member must sign the Commitment to Excellence (C2E) agreement prior to their grant application and submit a copy with the grant application.

What type of projects can I submit for consideration of funding?

Grant funding is subject to the JPIA grant guidelines and procedures. The proposed grant request must present an approach that may provide a unique and/or innovative solution to assist in your efforts of applying effective risk management and loss control techniques to your insured exposures. The JPIA will determine if your project qualifies, is eligible for funding, and in what amount.

The Grant Program is not intended to supplement local funding when member budgets should cover the cost of financing a member's operation. Addition to staff or required compliance with state and federal statutes will not be considered. Additionally, building and ground improvements/maintenance will not be considered unless a specific exposure, identified by a JPIA Risk Control Advisor, to an insured risk is reduced.

What type of projects will not be approved?

- Normal or routine maintenance projects or deferred maintenance.

- Items normally covered in an operations budget.
- Projects deemed to be capital improvements. A capital improvement is defined as a non-recurring expenditure or any expenditure for physical improvements, including costs for acquisition of existing buildings, land, or interests in land; construction of new buildings or other structures, including additions and major alterations; construction of streets and highways or utility lines; acquisition of fixed equipment, landscaping, and similar expenditures. It may mean any change, alteration, rearrangement or addition to existing facilities. It is also new construction, acquisition or improvements to sites, buildings, or service systems.
- District labor costs (hiring personnel or overtime hours). *Exception includes program, product, or service provided/performed by a certified, insured, licensed, and/or qualified individual or entity i.e., Smith System Trainer, EPL specialized trainer, cyber vulnerability testing.*
- Non-safety work apparel.
- Expenditures for compliance with federal, state, local, or other governmental agencies.



How many grant applications may I make for each grant cycle?

One. You will not be eligible to apply for another JPIA grant until your current project has been completed.

When and how will I be notified if I am a recipient of a grant award?

Written notice to all grant award recipients will be after March 1, 2022.

If approved, when will I receive my grant funds?

Grant Program funds will be paid as reimbursements or initial investment for costs incurred within the scope of the project. To receive grant funding, the grant application must be submitted for projects initiated and completed within the fiscal year (10/1/21 – 9/30/22). Paid invoices and supporting documentation are required.

May I withdraw my grant application?

Yes. Once a letter from the authorizing person requesting the withdrawal is received, the application will be withdrawn.

How long do I have to claim my approved JPIA grant funding?

The grant reimbursement is valid for six months from the date of the approval. There will be no grant extensions. If the project is not completed within the six-month time frame, grants will be considered forfeited unless prior authorization from the JPIA has been issued.

Should I provide additional information with my application?

Yes. You are required to submit documentation that supports your grant application. This shall consist of quotations, training registration confirmation, receipts, and board resolutions. Members must provide a complete description of the proposed grant request, including copies of professional consultant/entity itemized invoice for the project.

Data and information documenting the problem must be presented. Supporting facts must be attributed to their sources. The description must include the project's goals, budget, and plan of action or activities to be used in accomplishing the goals, objectives, and expected results. Attachments may be included to further communicate the scope and benefits of the project.

Where should I send my completed application?

Applications may be emailed to tlofing@acwajpia.com or via U.S. mail to:

ACWA JPIA Risk Control Grant Program
Attn: Terry Lofing
2100 Professional Drive
Roseville, CA 95661

What if I miss the due date?

Notification of our next grant cycle will be announced in the *JPIASource* newsletter and posted on the JPIA's website at www.acwajpia.com.