



Matching Safety Grant Fund Program Program Guidelines Fund Year 2016 – 2017

The Florida Municipal Insurance Trust has established a Matching Safety Grant Fund Reimbursement Program to assist FMIT members' safety and health program efforts. Grant funds may be used to purchase certain protective equipment, training, safety program and process needs, or physical items that will reduce, control or eliminate potential losses or injuries.

This is a Matching Fund Program. For example, if an entity spent \$500 on a safety harness and submitted a Matching Safety Grant application for that amount, the entity would be eligible for \$250. This means the entity paid \$250 and the Safety Grant Fund is matching that \$250 amount.

The Matching Fund Safety Grant Program is divided into four (4) quarters, each having maximum available funds of \$75,000. Members can submit applications in each quarter but only up to the maximum amount allowed by the program per policy year based on the table below.

Matching Safety Grant Fund Program applications must be reviewed by your Risk Control Consultant to ensure the application is complete. Applications can be submitted electronically, mailed or hand delivered to your Risk Control Consultant or Account Executive.

The grants will be awarded based on the substance and merit of those applications deemed to reflect the most positive impact on the entity's safety efforts. Applications will not be granted on a first-come, first-serve basis.

All applications are submitted to the Risk Control Department for preliminary grading and forwarded for final review. Each application will be graded using a numbering system as to which application is the most substantive or highest merit to the least substantive lowest merit. If the approved grants exceed the budgeted amount, the grants shall be awarded on a pro-rata basis.

The final quarter, only those members still part of the FMIT during the next policy year would be eligible for funds.

The total amount an entity can obtain for a single policy year is based on coverage and premium amount. Grant awards can be issued for both categories of coverage on the same application, up to the maximum, for members with coverage under both categories.

<u>Premium Range</u>	<u>Workers' Compensation</u>	<u>Property/Auto/GL</u>
< \$25,000	\$500	\$500
\$25,000 - \$49,999	\$750	\$750
\$50,000 -- \$74,999	\$1,000	\$1,000
\$75,000 -- \$99,999	\$1,500	\$1,500
\$100,000 -- \$200,000	\$2,500	\$2,500
> \$200,000	\$3,000	\$3,000

Safety Grant Eligibility and Criteria

1. Any entity that is a participant in the FMIT Workers' Compensation Insurance Program or Property/Liability Insurance Program (or both) for the 2016 - 2017 policy year may submit an application for this Safety Grant.
2. The entity must have a designated "Safety Grant Coordinator". This person must provide all necessary contact information and sign each application sent for review. All contact relative to the application will be made to the "Safety Grant Coordinator".
3. The application must be signed by the insurance decision maker to be eligible.
4. All purchases or invoices must be dated within the fiscal year of the submitted application.
5. All applications for a quarter must be either postmarked, in the hands of your Risk Control or Account Executive, or electronically submitted by the last day of the quarter.
 - a. First Quarter October 1, 2016 thru December 31, 2016
 - b. Second Quarter January 1, 2017 thru March 31, 2017
 - c. Third Quarter April 1, 2017 thru June 30, 2017
 - d. Fourth Quarter July 1, 2017 thru September 30, 2017
6. Multiple departments of an entity may apply for Safety Grant consideration. However, all Safety Grant submissions must be completed and submitted together and the total reimbursement request for an entity must not exceed the grant limits previously defined.

7. Invoices or receipts can be submitted via email to acordell@flcities.com, faxed to 407.425.9378 or may be mailed to the FMIT Risk Control Department, 125 East Colonial Drive, Orlando, FL 32801 and approved, prior to releasing any FMIT Safety Grant Funds.
8. If you have any questions or need further clarification or assistance with completing your application, please do not hesitate to contact your Risk Control Consultant:

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9. If you don't know your consultant, contact:

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