

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER JP2002-Y2526	PURCHASING AUTHORITY NUMBER (If Applicable) GO-LCI-0650
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1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Governor's Office of Service and Community Engagement/California Volunteers "hereinafter referred to as State"

CONTRACTOR NAME

City of Chula Vista, "hereinafter referred to as Grantee"

2. The term of this Agreement is:

START DATE

March 6, 2026

THROUGH END DATE

December 31, 2027

3. The maximum amount of this Agreement is:

\$1,499,974.31 or One Million, Four Hundred Ninety-Nine Thousand, Nine Hundred Seventy-Four Dollars and 31/100

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	10
Exhibit B	Budget Detail	3
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+ - Exhibit D	California Volunteers' Reporting, Invoicing, Service Events and/or Member Convenings, Programmatic and Fiscal Document Retention	4
+ - Exhibit E*	General Terms and Conditions*	Online

Items shown with an asterisk (), are hereby incorporated by reference and made part of this agreement as if attached hereto.*

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

City of Chula Vista

CONTRACTOR BUSINESS ADDRESS

276 Fourth Ave

CITY

Chula Vista

STATE

CA

ZIP

91910

PRINTED NAME OF PERSON SIGNING

Chris Manroe

TITLE

Fire Chief

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

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STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Governor's Office of Service and Community Engagement/California Volunteers

CONTRACTING AGENCY ADDRESS

1400 10th Street

CITY

Sacramento

STATE

CA

ZIP

95814

PRINTED NAME OF PERSON SIGNING

Anthony Chavez

TITLE

Chief Deputy Director

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

SCM, Chapter 4.04 (A)(4)

Exhibit A - Scope of Work

**California Volunteers
2025-2026 Youth Service Corps
Competitive Program
Solicitation Number CV25-YSC04**



Chula Vista Fire Department Hazardous Fuels Reduction Crew Program

Contact Information

Chris Manroe
Chula Vista Fire Department Fire Chief
CManroe@chulavistaca.gov
Phone: 619.992.5648

Applicant: City of Chula Vista, California

Section 1: Program Goal (10 points)

What does your municipality hope to gain from this program? Which strategic goals can this program help your municipality meet?

The City of Chula Vista has two goals for this program. First, to mitigate hazardous fuels in wildland-urban interface (WUI) areas, in high and very high severity zones, along evacuation routes, and in mutual threat zones throughout the city. The second is to provide youth from the south bay of San Diego County a career path opportunity to work on the Chula Vista Fire Department's (CVFD) Hazardous Fuels Reduction Crew (Fuels Crew).

The City of Chula Vista owns and manages over 3,200 acres of WUI, consisting of grass, brush, and chaparral within canyons and open spaces spread throughout the city and mutual threat zones. Until recently, there has not been a consistent hazardous fuels reduction program, and many of these canyons and open spaces have gone decades without exposure to natural fire cycles. Southern California has also experienced cycles of severe rainstorms and extreme drought, contributing to dense, highly contiguous fuel loads. These accumulated fire loads are a significant and urgent wildfire threat to the city.

In response to this threat, in 2023, CVFD initiated a [Fuels Crew Program](#) to begin hazardous fuels reduction on all 3,200 WUI acres, open space areas located in high or very high fire severity threat zones, and city evacuation routes. Funding from a local non-profit, coupled with a match from the City of Chula Vista, enabled CVFD to purchase the equipment needed to begin the program. Our current Fuels Crew is now staffed with 25 members. With this grant from California Volunteers, we aim to expand our Fuels Crew by funding 32 Fuels Crew members (12 full-time and 20 part-time) and increasing our hazardous fuels reduction capacity.

One of the tenets of our Fuels Crew Program is to *"provide a career pathway into the fire and emergency response services. Crews like this have a proven track record for providing a gateway to career positions throughout the state."* This grant will provide 32 youth fellows the opportunity to have full and part-time, meaningful and productive work as a City of Chula Vista Fire Department employee, while also providing them with the opportunity to receive training, licensure, and certification as an emergency medical technician (EMT), Wildland Firefighter Type 1, Wildland Firefighter Type 2, California Commercial Driver, and OSHA-compliant Skid Steer/Forklift Operator certifications. The additional hands-on practical experience in hazardous fuels reduction, hand and power tool use, heavy equipment use, public education, fire prevention, disaster services, and emergency medical care further enhances the youth fellow's

value as a career firefighter, EMT, and/or paramedic. Additionally, crew members receive mentorship and guidance from full-time CVFD suppression members in pursuing additional education, certification, and career goals, preparing them for successful careers in the fire service.

The City's General Plan and Strategic Plans have wildfire risk reduction, emergency preparedness, and hazard mitigation goals to create a resilient and well-prepared community. Minimizing the threat and impact of wildfires through hazardous fuels reduction serves to accomplish these goals. While addressing the City's strategic plan through hazardous fuel reduction, CVFD also has an opportunity to provide interested youth with work in public service and the first steps toward a career in emergency services.

The applicants targeted for this program will be from underserved populations, including at-risk youth, individuals facing economic hardship, unemployed, never employed, justice-involved, housing insecure, and between the ages of 16-30. We have a proven track record in this type of recruitment, as these priority areas and characteristics describe many of our current Fuels Crew members. By investing in our youth and providing them with the skills and opportunities to succeed, we not only strengthen our workforce but also build a safer, more resilient City.

In 2025 we received funding from the #CaliforniansForAll Youth Service Corps, and over the last 6 months we have filled 25 of the targeted 30 positions providing paid, real-world experience in hazardous fuels reduction that directly enhances community safety and reduced wildfire risk to our community, aligning with the grant's climate and public service objectives. Additionally, 20 members have successfully completed their Wildland Type 1 certification, four members are enrolled in the upcoming EMT course scheduled January 2026, and three members have secured full-time positions, two with CVFD as Firefighter/EMTs, and one as an emergency room tech with a local hospital.

Section 2: Program Design (40 points)

Which focus area(s) will youth be working on (food insecurity, climate change, education, public service)?

Our Fuels Crew members are actively engaged in reducing the impacts of climate change, increasing community education/awareness, and embodying the principles of public service through active hazardous fuels reduction and public education events.

Climate Change

Members of the Fuels Crew conduct hazardous fuels reduction, invasive species removal, and native habitat restoration efforts directly tied to addressing the impacts of climate change. In Chula Vista, decades of severe rain and windstorms followed by prolonged drought have led to the accumulation of dangerously high fuel loads. By removing dead and dying vegetation, excess ground litter and ladder fuels, and invasive non-native plants, and by reseeding with native species, the crew helps create a more climate-resilient landscape. These actions reduce wildfire intensity, improve fire manageability, and allow native vegetation to recover more quickly after a fire.

By removing hazardous fuels and invasive plants, and reseeding with native vegetation, we reduce the risk of catastrophic wildfires, thereby reducing large-scale smoke and air pollution, minimizing soil erosion and the risk of mudslides and flooding after a fire, encouraging healthy landscape regeneration, and preserving our natural resources and wildlife habitats.

Education

Fuels Crew members participate in public education throughout their workday, both formally and informally. The areas targeted for hazardous fuels reduction in Chula Vista are in WUI zones

immediately adjacent to homes and commercial areas throughout the city. While the Fuels Crew work, homeowners and community members often approach them with questions and a general desire to see what the crew is doing. This provides crew members an informal opportunity to educate the public on hazardous fuels reduction, defensible space, structure hardening, evacuation planning, and general fire prevention.

The Chula Vista Fire Safe Council, in partnership with CVFD, is actively involved in creating Firewise® communities throughout Chula Vista. Public forums and events are attended by CVFD members, including Fuels Crew members, who are there to educate and empower the public to adopt Firewise® practices, enhancing community resilience and preparedness. CVFD holds multiple community outreach events throughout the year. Fuels Crew members participate in these events, providing them with additional opportunities to educate and interact with the community.

Public Service

Hazardous fuels reduction is a critical public service and the primary function of the Fuels Crew. Hazardous fuels reduction protects communities from wildfires, improves public safety, reduces the financial burden on taxpayers, and provides employment opportunities.

Hazardous fuels reduction in the WUI improves public safety by reducing wildfire severity, ember production, and structure impingement while providing firefighting crews a safe place for suppression efforts. This, in turn, protects the community from the devastation of lives lost, homes destroyed, environmental loss, smoke exposure, and community disruption. Importantly, hazardous fuels reduction in the WUI landscape provides residents more time and space for safe evacuations, reducing the chance of a wildfire trapping someone in their home or car.

Reducing fire severity decreases the financial burden on taxpayers and homeowners. Severe fires require extensive firefighting resources, including personnel, aircraft, and equipment. Reducing severity leads to smaller, less resource-intensive fire responses, cutting costs for city and state fire departments. High severity fires destroy homes, businesses and infrastructure, creating a financial burden on homeowners, business owners, and cities. The decreased impact of fires on homes directly reduces the financial and emotional impacts on individual homeowners who lose their homes to fire. Reduced wildfire risk through hazardous fuels reduction can also help homeowners maintain their homeowner's insurance and may even lower insurance costs.

Finally, CVFD's Fuels Crew Program has provided employment opportunities in the city and a route to a first responder career for interested and motivated community members.

Summary

Hazardous fuels reduction is undeniably challenging work. However, by integrating our Fuels Crew into CVFD, we offer more than just a job; we provide an invaluable opportunity for personal and professional growth. Through this program, participants not only engage in the demanding task of hazardous fuels reduction but also acquire essential skills, discipline, and a sense of purpose. Moreover, serving in the Fuels Crew opens pathways to diverse career opportunities within the emergency response realm, including roles as firefighters, EMTs, and paramedics. By nurturing talent and fostering a culture of continuous learning, we empower individuals to not only safeguard our community's well-being but also immerse themselves in a fulfilling and impactful career.

CVFD's Fuels Crew Program serves as a testament to our commitment to inclusivity and social equity, providing valuable employment opportunities and career pathways for underserved youth in our community, regardless of background or education. Our goal is to provide

meaningful employment opportunities and gateways to rewarding careers, all while engaging in climate protection, community education, and public service that provides a significant benefit to the quality of life for Chula Vista residents.

Do you plan on subgranting with CBO's?

Since this grant request is to expand our current Fuels Crew operation with existing infrastructure and procedures, there will not be a need to subgrant with a CBO.

However, we have an existing relationship with the non-profit South Bay Community Services (SBCS) who has decades of experience with support services to underserved communities in San Diego County. The CVFD Fuels Crew Program currently hires SBCS interns through their workforce development program derived from young adults who are in or transitioning from foster care, justice-involved, and/or housing-insecure. We plan on continuing our current relationship with SBCS to assist with recruiting youth fellows who meet the priority criteria of this grant opportunity.

What activities will youth be working on?

All 32 youth fellows will participate in hazardous fuel removal, physical training, job-specific training, public education, and coursework. Crew members attend all training and work together as a group, fostering teamwork and camaraderie.

Full-time participation will be 40 hours per week, and part-time participants will commit to 20 hours per week.

Those youth fellows who are not already EMTs will participate in the EMT course (a total of 228 hours), while 'disaster service work' will apply to all fellows should the need arise.

For the first three weeks, youth fellows will undergo onboarding consisting of job-specific training, coursework, and physical training. After this period, fellows will begin hazardous fuels activities (tasks assigned based upon successful completion of job-specific training) and public education, while continuing with coursework, job-specific training, and physical training.

Activities

1. Job-Specific Training

- a. Proper use and maintenance of hand and power tool use for hazardous fuel removal.
- b. Certification on chainsaw use for hazardous fuel removal and falling hazard trees.
- c. Proper use of heavy equipment for processing/mulching hazardous fuels.
- d. Certification on skid steer and remote-controlled heavy equipment for moving and processing/mulching vegetation.
- e. Emergency vehicle operation and commercial driver license training.
- f. Mentoring for successfully passing the CAL-JAC Firefighter Candidate Testing Center (FCTC) exam.

2. Coursework and Continuing Education

- a. All youth fellows will complete the necessary coursework to meet the minimum qualifications for the CVFD Hand Crew.
- b. EMT coursework (228 hours) will be offered to those participants who are not already certified.
- c. Complete a variety of fire and hazardous fuels reduction-related certifications and qualification courses, as detailed below in Section 3, Part 2 Wrap-around Services.

3. Physical Training
 - a. Physical training (cardiovascular, strength, and flexibility) is a consistent part of the workweek to ensure that all members are prepared for the physical work of hazardous fuel removal.
 - b. Physical training for successful completion of the Cal-JAC Candidate Physical Ability Test (CPAT).
4. Hazardous fuel removal
 - a. Cut, remove, and chip dead and dying trees and brush
 - b. Chop, rake, remove, and chip excess ground litter
 - c. Cut, trim, prune, and chip ladder fuels
 - d. Cut and remove invasive non-native plants
 - e. Spread chipped and mulched vegetation
 - f. Hand-spread native plant species seeds
 - g. These tasks require the use of chainsaws, brush cutters, trimmers, pole saws, rakes, McLeods, Pulaskis, axes, rhinos, rogue hoes, shovels, mowers, chippers, mulchers, and skid steer tractors.
5. Public Education
 - a. Participate in CVFD public education and community events.
 - b. Interact with the public while performing hazardous fuels reduction activities.
6. Disaster Service Worker
 - a. Filling, distributing, and placing sandbags.
 - b. Clearing debris to re-open roadways after windstorms, rains, or floods.

Partners

1. **CVFD Suppression Personnel:** The Fuels Crew is led by full-time CVFD suppression personnel, who manage day-to-day operations, coordinate daily hazardous fuels reduction activities, disaster service activities, provide hazardous fuels reduction training, lead physical fitness training, provide day-to-day guidance and mentorship, and ensure the safety of working crews.
2. **City of Chula Vista Public Works Department Open Space Division:** Assist in day-to-day operations, providing feedback on areas targeted for fuels mitigation such as safety concerns, access, species identification, and transfer of vegetation debris. During disaster service work, they coordinate activities, needs, and equipment with Fuels Crew members.
3. **Environmental Biologists:** On-site with the Fuels Crew to ensure that wildlife is undisturbed and sensitive habitats are maintained. Educate Fuels Crew members on endangered species and the identification of native and non-native plant species.
4. **US Fish and Wildlife and US Forest Service:** Provide valuable training and experience to the Fuels Crew members as they train and work together on fuels reduction projects.
5. **City of Chula Vista Shop:** Assist and coordinate heavy equipment maintenance and repair with Fuels Crew members.
6. **Training Instructors/Cadre:**
 - a. Suppression firefighters (wildland/hazardous fuels reduction subject matter experts) lead training activities such as power and hand tool use, fuels removal, fuels chipping, heavy equipment use/operation, tool and equipment maintenance, emergency vehicle operations, and safety. These CVFD suppression members also provide mentoring and guidance for Fuels Crew members with their education and career goals.

- b. Suppression firefighters, EMTs, and paramedics lead training and courses such as EMT Preparation, CPR Certification, EMT, and National Registry Preparation Courses.
 - c. Qualified NWCG firefighters and hand crew personnel instruct courses specific to Wildland Firefighter Type 1 and Wildland Firefighter Type 2 certifications. These instructors are either qualified CVFD suppression personnel or are from other local and regional fire departments and colleges.
 - d. CVFD Training Division and suppression personnel will provide Commercial Driver's License training for emergency vehicle operation.
 - e. CVFD suppression firefighters will provide OSHA-compliant skid steer and remote-controlled heavy equipment operation and certification.
7. **Chula Vista Fire Safe Council:** Coordinate and participate in public education and community events. Fuels Crew members attend these events with other CVFD members to provide education and awareness training in fire prevention, wildfire prevention, and emergency preparedness.

What is the proposed start date for programming that will use this funding (when will youth be onboarded to begin their service)?

The proposed start date is from contract signing and will be a continuous program through December 31, 2027. Recruitment will begin upon confirmation of a grant award.

Hiring Timelines

1. Contract signing to December 31, 2027: **Recruitment**
2. January 1, 2027, to December 31, 2027: **32 youth fellows hired**

Are you planning on using this funding for a summer employment program?

Yes, 20 of the 32 youth fellows are built into our staffing plan and program design for summer/part-time employment. Our proposal is not designed to be solely for a summer/part-time employment program; however, youth fellows interested in participating in the CVFD Fuels Crew as summer employment or on a part-time basis are expected. Our program is designed with flexibility for youth fellows with other obligations, such as school, other development programs, and/or other jobs they would like to maintain during the performance period of the grant. We anticipate many youth fellows will begin in the summer employment/part-time option and then transition into the full-time category within this grant funding or into full-time positions with the budgeted CVFD position count. The summer employment youth fellows will have the same access to all wrap-around services and on-duty training programs and will all be offered more than 50% FTE status/hours.

Section 3: Youth Recruitment/Development (15 points)

How does the municipality plan to recruit youth?

To hire qualified youth fellows, the CVFD would utilize our City's Human Resources Department's regular Civil Service-regulated hiring process. Youth eligibility requirements listed in California Volunteers Youth Service Corps solicitation will be used to screen and select qualified candidates. Recruitment would be accomplished in the following ways:

- Post job announcement Government Jobs Website
 - Current Job Posting: [Job Opportunities | City of Chula Vista \(governmentjobs.com\)](https://www.cityofchulavista.com/governmentjobs)
 - If awarded, this would be updated to match the pay and benefits described in this grant request.
- Program presentation at job fairs/expos at high schools, colleges, and other local employment events.

- Post program introduction and regular updates on progress/success on CVFD social media sites (Facebook, Instagram).
- Share program at CVFD Open House and public education events.
- Work directly with the San Diego County Health and Human Resources and local foster care agencies/facilities.
- Present program and provide regular updates on progress/success on City of Chula Vista website and Community Connection newsletter.
- Partner with The Forestry and Fire Recruitment Program (program supporting formerly incarcerated firefighters).
- Coordinate with the Chula Vista Youth Employment Opportunity Program (designed to assist at-risk youth to achieve educational and vocational goals).
- Partner with San Diego Workforce Partnership (provides programs designed to prepare young adult for high school graduation, post-secondary education and career success).
- Collaborate with local Southern California Indigenous Tribes.
- Collaborate with local Chula Vista CBOs assisting under-served and low income: Emo Brown Foundation, Outdoor Outreach, SB Community Services, MANA de San Diego, Casa Familiar.
- Post on CalJOBS, Nativehire, Indeed, LinkedIn, Snagajob, Glassdoor, WayUp, CoolWorks, USAJOBS, Idealist, Opportunity Youth Network, Handshake.
- Collaborate with Southwestern, Miramar, and Palomar junior colleges offering Fire Science degrees, to advertise and promote the program.

The Fuels Crew Program will recruit year-round in response to inevitable attrition and concentrate recruitment on high schools and junior colleges on semester cycles.

[What wrap around services, if any, is the municipality or subgrantee planning to offer youth?](#)

Once youth fellow members are hired as CVFD Fuels Crew members and City of Chula Vista employees, the following wrap-around services will be provided:

1. **Transportation Stipends:** \$5.00 for each working day will be provided for each fellow. This stipend will be added to the fellow's bi-weekly pay and tracked through CVFD's fiscal department.
2. **Job Readiness Training:** Required for every youth fellow to begin work as a Fuels Crew member. Fuels Crew members attend this training during regular duty days, and CVFD provides the costs of tuition, books, and supplies. This training will be delivered in conjunction with Southwestern Community College (fees, tuition, books, and course materials absorbed by CVFD) and upon completion will allow youth fellows to receive college credits. Attendance and certification status is tracked by the CVFD Fuels Crew Supervisors.

CVFD Fuels Crew Specific Training: Safe use and maintenance of hand tools, power tools and heavy equipment. Additional training in safe vehicle travel, general field work safety, insect bites, snake bites, pile burning and prescribed fire, hose testing, radio communications, personal safety, on-site emergency responses.

Wildland Firefighter Type 2

- a) NWCG S-130: Basic Wildland Firefighter Training
- b) NWCG S-190: Introduction to Wildland Fire Behavior Training
- c) NWCG L-180: Human Factors in the Wildland Fire Service
- d) ICS 100: Introduction to the Incident Command System

3. **EMT Certification:** To equip Fuels Crew members with emergency medical services knowledge and skills, making them highly desirable and qualified candidates for public safety positions. This training and education are critical for success in the first responder services. Fuels Crew members attend this training on their own time (evenings and days off) and the costs of tuition, books, and supplies are provided by CVFD. Attendance and performance are tracked by CVFD EMS instructors. Completion and certification are tracked by CVFD EMS Division.

EMT Certification and Qualification Coursework

- a) CVFD EMT Preparation Course
 - b) CVFD CPR Course
 - c) CVFD EMT Course
 - d) CVFD National Registry Preparation Course
4. **Advanced Training:** Fuels Crew members who continue in the program for more than four months will be eligible to participate in advanced training to improve their abilities. These qualifications make these individuals a more marketable and competitive public safety candidates. Fuels Crew members attend this training on duty, and the costs of tuition/certificates, books, and supplies are provided by CVFD. This training will be delivered in conjunction with Southwestern Community College (fees, tuition, books, and course materials absorbed by CVFD) and, upon completion, will allow youth fellows to receive college credits. Attendance and completion are tracked by the CVFD Fuels Crew Supervisors.

Wildland Firefighter Type 1

- a) NWCG S-131: Firefighter Type 1 Training
- b) NWCG RT-130: Wildland Firefighter Safety Annual Refresher Training
- c) NWCG S-211: Portable Pumps and Water Use
- d) NWCG S-212: Wildland Fire Chain Saw Use and Maintenance
- e) NWCG S-219: Firing Operations

Advanced Skill Development

- a) Emergency Vehicle Operation (Commercial Driver's License/Firefighter Endorsement)
 - b) Skidsteer and Forklift Certification
 - c) Off-Highway Vehicle Driver Course (Utility All-Terrain Vehicle)
5. **California Joint Apprenticeship (Cal-JAC) FCTC and CPAT:** Fuels Crew members will be provided the fees, tutoring, and physical training so they can earn a spot on the CAL-JAC State-wide Eligibility List. This includes passing the written exam at a Firefighter Candidate Testing Center (FCTC) and completing the Candidate Physical Abilities Test (CPAT). Earning a spot on this list will make them eligible for hire with approximately 150 participating fire departments throughout California. Fees will be reimbursed to the youth fellow through CVFD's reimbursement program. Test attendance and test completion (pass/fail) will be tracked by the CVFD Fuels Crew Supervisors.

The hand and power tools used daily by Fuels Crew members are the same as those used by wildland firefighting hand crews. Training and experience with these tools in this work environment, in addition to certification as a Wildland Firefighter Type 1 and Type 2, EMT certification, and completion of Cal-JAC FCTC and CPAT provides crew members with highly desirable job skills for a first responder career.

What wage will youth be paid? What length of time do you anticipate the youth serving? Fellows will be paid from \$19.52 to \$24.58 per hour dependent upon their progression through training qualifications. We anticipate 12 youth fellows to serve in a full-time capacity, working 2080 hours, and 20 more serving in a part-time capacity, working at least 1040 hours.

Section 4: Metrics/Outcomes (10 points)

Can the municipality provide the required metrics listed above to California Volunteers?

CVFD commits to reporting quarterly, annually, and in the appropriate format, the required metric information identified in the solicitation. The additional data described in the solicitation as "if feasible", will also be provided if it is collectible. CVFD will develop a survey tool to capture this data and work with the employees to complete this quarterly.

If not, please indicate which metrics the city/county is unable to provide.

There are no metrics that the City of Chula Vista is unable to provide.

Are there other metrics you will be collecting to determine success of program?

CVFD will also collect the following metrics:

1. What barriers were experienced in attaining this position
2. What barriers are keeping them from pursuing a position as a Firefighter, EMT, and/or Paramedic
3. Number of youth who go on to a Junior College or Regional Fire Academy Program
4. Number of youth who go on to pursue the Fire Science Program Degree
5. How youth heard about the program to determine the effectiveness of recruitment methods
6. Number of youth who complete the Wildland Firefighter 2 Coursework
7. Number of youth who complete the Wildland Firefighter 1 Coursework
8. Number of youth who become certified Emergency Medical Technicians
9. Number of Fuels Crew members who go on to pursue a career as a first responder (firefighter, EMT, paramedic) with either CVFD or another agency.
10. Number of acres mitigated of hazardous fuels between September 1, 2026, and December 31, 2027.

In 2025, we received funding from the #CaliforniansForAll Youth Service Corps, and over the last 6 months, we have filled 25 of the targeted 30 positions providing paid, real-world experience in hazardous fuels reduction that directly enhances community safety and reduced wildfire risk to our community, aligning with the grant's climate and public service objectives. Additionally, 20 members have successfully completed their Wildland Type 1 certification, four members are enrolled in the upcoming EMT course scheduled January 2026, and three members have secured full-time positions, two with CVFD as firefighter/EMT, and one as an emergency room tech with a local hospital.

Section 5: Budget/Staffing/Communications (25 points)

What is your proposed staffing plan for the program?

This proposal is requesting salary, benefits, uniforms, personal protective equipment, and wrap-around services for 32 youth fellows. This will expand the existing CVFD Fuels Crew capacity to positively impact the climate, protect and educate the public, and serve the community by reducing the risk of wildfires.

Staffing/Supervision

The Fuels Crew is supervised by two full-time CVFD Fire Captains who oversee administrative duties and participate in day-to-day operations. These positions are filled with currently funded

CVFD FTE positions and their costs are not included in this grant proposal. These CVFD suppression personnel provide experience-based direction for implementing fuel/hazard mitigation efforts and they play a critical role in the guidance, training, and mentoring of the crew members.

Work Hours

Fuels Crew members work four days per week, 10 hours per day. During these work hours, they train and perform hazardous fuels reduction activities. This work schedule is built around required education and training schedules, providing youth fellows the opportunity for full-time employment while also pursuing their educational goals.

Training

1. Job readiness training (Wildland Firefighter Type 2) and advanced training (Wildland Firefighter Type 1) will be led by either NWCG-qualified CVFD fire suppression personnel, or other NWCG-qualified instructors. Training instructor costs are a requested part of this budget.
2. CVFD Fuels Crew-specific training will be led by the full-time CVFD suppression Fuels Crew Supervisors. Fuels Crew-specific training costs will be absorbed by CVFD.
3. CVFD EMS professional certification training will be led by credentialed instructors. EMS certification training instructor costs are part of our requested budget. All other expenses (tuition/certificates, books, and supplies) will be absorbed by CVFD.
4. Skills development training and instruction will be led by CVFD fire suppression training personnel and Fuels Crew Supervisors.

Uniforms and Personal Protective Equipment

Uniforms include work pants and jackets, long-sleeved shirts, cover shirts, and boots. Personal protective equipment includes helmets, ear and eye protection, gloves, and chaps.

What amount of funding is your municipality requesting? How many youths will be able to participate in the program with this amount of funding?

The CVFD requests **\$1,499,974.31** to implement this proposed program from contract signing through December 31, 2027, for 12 full-time fellows and 20 summer employment/part-time fellows. This would allow for a total of **32 youth fellows** to participate in the CVFD Fuels Crew Program and begin their path to a full-time career within fire and EMS emergency services.

Does your municipality commit to using California Volunteers developed branding and orientation for this program and participating in California Volunteers-organized events trainings, and activities, if asked?

The City of Chula Vista commits to using California Volunteers developed branding and orientation, and to participating in organized events trainings, and activities. We also commit to incorporating California Volunteers' material into onboarding and offboarding, and to participation in one California Service Corps convening per year.

Exhibit B - Budget Detail

Youth Service Corps Budget Template			
Applicant:	City of Chula Vista		
Contact information:	Chris Manroe, Fire Chief	(619)992-5648	cranroe@chulavistaca.gov

I - A. Administration (Must not exceed 10% of total award)				
Items	Description	Calculation	Total Budget	% Allocation Cross Check
Administrative Costs	City Indirect/Overhead Cost at 6.76%	6.76%	\$ 94,977.76	
Total			\$ 94,977.76	6.33%

I - B. Direct Operating Costs (Must not exceed 30% of Total Award when combined with Section I-A. Administration)				
Items	Description	Calculation	Total Budget	% Allocation Cross Check
Total			\$ -	6.33%

II. Youth Service Corps Fellow Wages (Must be at least 50% of grant amount)				
# Requested	Hourly Salary	# of Hours	Total Budget	% Allocation Cross Check
3	24.58	2080	\$ 153,379.20	Full Time Positions (100% FTE)
9	23.57	2080	\$ 441,230.40	Full Time Positions (100% FTE)
20	19.52	1040	\$ 406,016.00	Part-time Employment (More than 50% FTE)
32.00			\$ 1,000,625.60	66.71%

III. CaliforniansForAll Youth Workforce Fellows - Other Fellow Costs				
Items	Description	Calculation	Total Budget	
Medicare	Medicare cost at 1.45% per hour. City does not pay into Social Security (FICA) because the CA PERS excludes this federal benefit.	1.45%	\$ 14,509.07	
Worker's Compensation	Worker's Compensation at 2,000 Per Person	1200.00	\$ 38,400.00	
Healthcare	Employee Only Healthcare for Full Time Participants	\$9,000	\$ 108,000.00	
Retirement	Retirement (PERS) cost at 11.2% for Full Time Participants	11.2%	\$ 66,596.28	
Retirement	Retirement (PARS) cost at 3.75% for Part Time Participants	3.8%	\$ 15,225.60	
Total			\$ 242,730.95	16.18%

IV. Program Wrap-Around Services (Not to Exceed 40% of Total Award)

Items	Description	Calculation	Total Budget	% Allocation Cross Check	
Uniforms/PPE	Uniforms/PPE for each fellow include: pants, long sleeve shirts, cover shirts, boots, helmet, eye protection, sunscreen, chaps and gloves. Costs based on actual cost per crew member for existing CVFD Fuels Crew Members	\$1,200	\$ 38,400.00		For all newly hired Hand Crew Members
Transportation Stipend	\$5.00 per working day for fellows during the performance period (1/1/2027 12/31/2027 =209 working days (4/10 work schedule)) for gas/public transportation	209 days at \$5/working day/fellow	\$ 33,440.00		
Cal-JAC FCTC	Fee for Preparation Course & Test	\$75/Fellow (\$25- prep course & \$50- test)	\$ 2,400.00		
Cal-JAC CPAT	Fee for Physical Abilities Test	\$165/Fellow	\$ 5,280.00		
EMS Professional Certification/Qualification Training	CVFD EMT Preparation Course Instructor Cost for 40 hours	(1) Instructor for 40 hours at \$90/hour	\$ 3,600.00		
EMS Professional Certification/Qualification Training	CVFD CPR Course Instructor Cost for 16 hours	(1) Instructor for 16 hours at \$90/hour	\$ 1,440.00		
EMS Professional Certification/Qualification Training	CVFD EMT Course Instructor Cost for 148 hours	(1) Instructor for 172 hours at \$90/hour	\$ 15,480.00		
EMS Professional Certification/Qualification Training	CVFD EMT National Registry Preparation Course Instructor Cost for 24 hours	(1) Instructor for 24 hours at \$90/hour	\$ 2,160.00		
Job Readiness Training	National Wildfire Coordinating Group S-131 Wildland Firefighter Type 1 Training	(1) Instructor for 40 hours at \$75/hour	\$ 3,000.00		For all new Fuels Module Crew Members and new Hand Crew Members S-131, Firefighter Type 1 is designed to meet the training needs of the Firefighter Type 1 (FFT1) and/or Incident Commander Type 5 (ICT5). Topics include operational leadership, communications, LCES, and tactical decision-making.

Job Readiness Training	National Wildfire Coordinating Group S-211 Portable Pumps and Water Use	(1) Instructor for 40 hours at \$125/hour	\$ 5,000.00	For all new Fuels Module Crew Members and new Hand Crew Members	This course provides knowledge and skills to design, setup, operate, troubleshoot, and shut down portable water delivery systems. The focus is on portable pumps – it does not address water delivery for engines. Topics covered include: portable water delivery systems; equipment; roles and responsibilities; and system design and hydraulics. There is also a field exercise where students will apply what they learned in the classroom.
Advanced Training	National Wildfire Coordinating Group S-212 Wildland Fire Chainsaw Use & Maintenance Training Instructor Cost for 24 hours.	(5) Instructors for 40 hours at \$55/hour	\$ 11,000.00	For all new Fuels Module Crew Members and new Hand Crew Members	This is an instructor-led course intended for presentation at the local level. The course lessons introduce the function, maintenance, and use of internal combustion engine-powered chainsaws, as well as their tactical applications in wildland fire. Field exercises support entry-level training for firefighters with little or no previous experience operating a chainsaw, providing hands-on cutting experience in settings such as fireline situations.
Advanced Training	National Wildfire Coordinating Group S-270 Basic Air Operations	(1) Instructor for 40 hours at \$125/hour	\$ 5,000.00	For all new Fuels Module Crew Members and new Hand Crew Members	This course covers aircraft types and capabilities, aviation management and safety for flying in and working with agency aircraft, tactical and logistical uses of aircraft, and requirements for helicopter take-off and landing areas. Note: The regulations, procedures, and policies addressed in this course are primarily those governing federal agency and ICS operations.
Advanced Training	National Wildfire Coordinating Group S-290 Intermediate Fire Behavior	(2) Instructors for 40 hours at \$75/hour	\$ 6,000.00	For all newly promoted or hired Hand Crew Members	This is a skills focused course designed to prepare the developing fireline supervisor to undertake safe and effective fire management operations. It is the second course in a series that collectively serves to develop fire behavior prediction knowledge and skills. The course will train students how to make a thorough, timely assessment of the fire environment and to anticipate changes in fire behavior based on changes in and/or alignment of the fuels, weather, and topography. Students will then practice using this information to support their decision-making and risk management on the fireline.
Job Readiness Training	CVFD Trailer Driving	(2) Instructors for 20 hours at \$75/hour	\$ 3,000.00	For all newly promoted or hired Hand Crew Members	The crew utilizes numerous various size trailers in daily operations. Students would receive instruction on safety, pre trip and trailer driving operations.
Advanced Training	National Wildfire Coordinating Group CA-219 Firing Operations Training Instructor Cost for 40 hours.	(2) Instructors for 40 hours at \$95/hour	\$ 7,600.00		This course is designed to provide students with the knowledge and skills to perform the duties of a Firing Boss, Single Resource (FIRB) position, as described in the NWCG Standards for Firing Boss, Single Resource, PMS-350-105. Subjects taught include planning, implementing, and evaluating a wildland or prescribed fire operation and choosing the proper components of a Firing Plan to meet specific objectives.
Advanced Training	National Wildfire Coordinating Group S-230 Crew Boss	(1) Instructor for 40 hours at \$50/hour	\$ 2,000.00		This course is designed to provide students with the knowledge and skills to perform the duties of the Crew Boss (CRWB) position, as described in the NWCG Incident Position Standards for Crew Boss, PMS-350-98. Topics include travel and check-in in, briefings, assigning tasks and assessing crew performance, implementing fire line duties, mop-up, firing operations, using aerial resources, medical emergencies, and wildland urban interface.
Advanced Training	National Wildfire Coordinating Group S-236 Heavy Equipment Boss	(1) Instructor for 40 hours at \$60/hour	\$ 2,400.00		This is a skill course designed to meet the training needs of a Heavy Equipment Boss, Single Resource (HEQB) on an incident as outlined in the NIMS: Wildland Fire Qualification System Guide, PMS 310-1, and the position task book developed for the position. Primary considerations are tactical use and safety precautions required to establish and maintain an effective dozer operation.
Advanced Training	National Wildfire Coordinating Group S-244 Field Observer	(1) Instructor for 40 hours at \$60/hour	\$ 2,400.00		This course provides students with the skills necessary to perform as a Field Observer (FOBS) and/or a Fire Effects Monitor (FEMO). Topics include roles and responsibilities of the FOBS and FEMO; how to make observations and document those observations; how to produce hand-drawn and GPS field maps; and how to navigate using a compass and GPS.
Advanced Training	National Wildfire Coordinating Group S-271 Helicopter Crewmember	(2) Instructors for 40 hours at \$95/hour	\$ 7,600.00		This is a skill course designed to meet the training needs of a Helicopter Crewmember, Single Resource (HECM) on an incident as outlined in the NIMS: Wildland Fire Qualification System Guide, PMS 310-1, and the position task book developed for the position. Primary considerations are tactical use and safety precautions required to establish and maintain an effective helicopter operations.
Skill Development	Driver Training (Firefighter Endorsement)	(1) Instructor for 16 hours at \$75/hour	\$ 1,200.00		The crew has multiple commercial-class vehicles that require a firefighter endorsement to operate. The emergency vehicle operator class would teach safety, pre-trip inspection, and driving operations.
Skill Development	Skidsteer/Forklift Certification	(1) Instructor for 40 hours at \$50/hour	\$ 2,000.00		The crew operates a skid steer on a daily basis. A skid steer operator course teaches safety, pre-checks, operation, and maintenance.
Skill Development	Recreational Off-Highway Vehicle (ROHVA) Basic Driver Course	(1) Instructor for 16 hours at \$40/hour	\$ 640.00		UTVs are utilized by the fire department for special events, emergency operations and projects. Students would receive a UTV operator certificate and training on how to safely operate a UTV.

Advanced Training	National Wildfire Coordinating Group RT130 Wildland Firefighter Safety and Awareness Training Instructor Cost for 8 hours.	(1) Instructor for 8 hours at \$75/hour	\$ 600.00		This course focuses on decision-making issues related to safety in order to recognize and mitigate risk, maintain safe and effective practices, and reduce accidents and near misses.
Total			\$ 161,640.00	10.78%	

Subtotal \$ 1,404,996.55

Total Budget Request	\$ 1,499,974.31
Total # of Fellows	32

List of Partners		
Partner	Status (Proposed or Secured)	Contractual Amount
Total		\$ -

EXHIBIT C
Budget Payment Provisions

**California Volunteers,
Youth Service Corps
City of Chula Vista**

BUDGET PAYMENT PROVISIONS

1. Invoicing and Payment
 - a) For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor for actual expenditures incurred in accordance with the rates specified herein, which is attached hereto and made a part of this Agreement.
 - b) Invoices shall include the Agreement Number and shall be submitted via PDF to Gaolou.Yang@californiavolunteers.ca.gov.
2. Budget Contingency Clause
 - a) It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to the Contractor or to furnish any other considerations under this Agreement and the Contractor shall not be obligated to perform any provisions of this Agreement.
 - b) If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State or offer an agreement amendment to Contractor to reflect the reduced amount.

Exhibit D

California Volunteers - Reporting (Metrics, Deadlines and Process), Invoicing, Service Events and/or Member Convenings, Programmatic and Fiscal Document Retention

Youth Service Corps Program

All Youth Service Corps Program grantees will be responsible for providing periodic and timely reports on outcomes and outputs associated with the funding received from this program.

Reporting Metrics

Municipalities will be required to report the following metrics and demographic data monthly to California Volunteers through the cloud-based platform America Learns or in any other format or method specified by California Volunteers.

- Number of applications submitted for the program – (aggregated per municipality in monthly report)
- Number of open positions in the program – (aggregated per municipality in monthly report)
- Number participants in the program – (aggregated per municipality in monthly report)
- Number of participants serving in each identified focus area: Climate, Food Insecurity, Education, Public Service, and Other – (aggregated per municipality in monthly report)
- Number of participants actively serving as of the last day of the reporting period - (aggregated per municipality in monthly report)
- Number of participants in a summer specific program, if applicable – (aggregated per municipality in monthly report)
- Number of participants completing the program and/or exiting early for compelling or non-compelling reasons – (aggregated per municipality in monthly report)
- Total program hours served during the month of reporting – (aggregated per municipality in monthly report)
- Number of participants who identified as low-income – (aggregated per municipality in monthly report)
- Number of participants who identified as justice-involved – (aggregated per municipality in monthly report)
- Number of participants who identified as in or transitioning from foster care – (aggregated per municipality in monthly report)

Exhibit D

California Volunteers - Reporting (Metrics, Deadlines and Process), Invoicing, Service Events and/or Member Convenings, Programmatic and Fiscal Document Retention

- Number of participants who identified as engaged with the mental health or substance abuse system – (aggregated per municipality in monthly report)
- Number of participants who identify as homeless or formerly homeless – (aggregated per municipality in monthly report)
- Other metrics as determined by California Volunteers

Municipalities will be required to conduct a California Volunteers-developed baseline exit survey with participants within 14 days of planned program exit (while still in service) and provide requested information in a format and method to be specified by California Volunteers.

Additionally, municipalities agree to make participant contact information available to California Volunteers as requested to use in program communications including, but not limited to:

- Name
- Zip code
- Phone number
- Email address
- Program completion status
- Other relevant information/data/stories

Reporting Deadlines:

Report	Reporting Period	Reports Due
Program	Monthly	The last day of the following month.
Narrative	Quarterly	The last day of the third month of the quarter,
Member	Ongoing	As members are onboarded and exited
Host Site	Ongoing	As host sites are onboarded and exited
Survey	Ongoing	As members exit program

Exhibit D

California Volunteers - Reporting (Metrics, Deadlines and Process), Invoicing, Service Events and/or Member Convenings, Programmatic and Fiscal Document Retention

California Volunteers will update this reporting timeline with additional reporting periods, upon receipt of updated reporting timelines established by the California Department of Finance. Reporting metrics may be updated, depending on updated guidance from the California Department of Finance.

Reporting Process:

Municipalities will be required to report the following metrics and demographic data monthly to California Volunteers through the cloud-based platform America Learns or in any other format or method specified by California Volunteers.

Invoicing:

This grant is a cost-reimbursement grant. As such, grantees will be required to submit periodic and timely invoices to California Volunteers for expenses already incurred for processing and payment. Grantees have the discretion to invoice monthly or quarterly.

Invoicing Deadlines:

Grantees have the discretion to invoice monthly or quarterly. If monthly, invoices should be submitted by the 15th of the following month. If quarterly, invoices should be submitted no later than the due date identified in the reporting deadlines above.

Service Events and/or Member Convenings:

Municipalities agree to incorporate California Volunteers' materials into the onboarding and offboarding process and commit to having participants join at least one California Service Corps convening annually, as requested by California Volunteers.

Programmatic and Fiscal Document Retention

In line with State requirements regarding record retention, grantees are required to maintain all documentation, programmatic and fiscal, pertaining to this contract for a period of five years after the close out the contract and the payment of the final invoice. The grantee is required to maintain books, records, documents, and other evidence pertaining to the reimbursable costs and hold

Exhibit D

**California Volunteers - Reporting (Metrics, Deadlines and Process), Invoicing,
Service Events and/or Member Convenings, Programmatic and Fiscal Document
Retention**

them available for audit and inspection by the State for the five years following the close out of the contract and payment of the final invoice. These retention requirements pertain to all contracts associated with this program, regardless of funding source.