

As originally outlined in the North Dakota Rural EMS Assistance Fund Grant Guidance for the July 1, 2017 – June 30, 2019 biennium, please find attached the documents outlined below. Please follow all instructions relating to these documents to ensure eligibility for continued funding through this program.

- Complete a funding area compliance/progress report twice per grant year.
 - A funding area compliance/progress report form will be provided by the Department by August 31, 2017.
 - Funding area compliance /progress reports must demonstrate that the funding area is maintaining legislative intent with grant spending as outlined in ND Century Code 23-46 (attached to the progress report).
 - Funding area compliance/progress reports will be due to the Department on December 1, 2017, and June 1, 2018.
 - Funding area compliance/progress reports should address weaknesses identified by the assessment (see below).
- Complete *Attributes of Successful Rural Ambulance Services Assessment* for each ambulance service within the funding area.
 - *Attributes of Successful Rural Ambulance Services Assessment* and score sheet forms will be provided by the Department by August 31, 2017.
 - The assessment must be completed by a minimum of four people plus a board member, if applicable.
 - Those completing the assessment must come to a consensus and submit one assessment score sheet per ambulance service.
 - The assessment result score sheets must be submitted with the funding area compliance/progress report due on December 1, 2017. Failure to submit the assessment results by the deadline may result in forfeiture of awarded funding at the discretion of the Department.
- Complete a strategic plan for the funding area to be submitted with the required compliance/progress report due June 1, 2018.
 - A suggested strategic planning template will be provided by the Department by August 31, 2017.
 - The provided template is not a required format and agencies may utilize a preferred method.
 - A strategic plan that has been completed by an EMS agency within the last 24 months may be submitted to fulfill this requirement.
- All documents should be completed electronically.
- All information / documents regarding the ND Rural EMS Assistance Fund Grant can be found at: <https://www.health.nd.gov/epr/emergency-medical-systems/emergency-medical-services-system/ems-grants/north-dakota-rural-ems-assistance-fund/>