

Action Worksheet Generator for Fire Station Example	
Name of Jurisdiction:	XYZ Fire Department
Name of Haz. Mit. Plan:	Nassau County Hazard Mitigation Plan
Risk / Vulnerability	
Problem being Mitigated:	High wind events and winter storms have caused the widespread loss of electrical power, including power to Fire Station #X. Station #X is a critical facility that during a loss of power is forced to transfer operations to a neighboring fire station or to operate at greatly diminished capacity.
Potential Actions/Projects (not being Implemented at this time)	
Actions/Projects Considered with Summary Evaluation of Each:	<p>Tree Trimming – remove tree branches that may fall onto power lines, causing power outages.</p> <ul style="list-style-type: none"> This is not being pursued by the Fire Department because the Department does not have the legal authority to trim trees. <p>Bury Power Lines – Bury the power lines feeding the Fire Station #X.</p> <ul style="list-style-type: none"> This is not being pursued by the Fire Station because the Station does not have the legal authority to bury power lines. <p>Urge Special Treatment from the Power Company – Meet with the power company to urge them to take the steps necessary to prevent power failures to the Fire Station #X.</p> <ul style="list-style-type: none"> This is not the best alternative because it relies on others to address the problem. The solution remains outside the control of the Fire Department.
Action or Project Intended for Implementation	
Action/Project Number:	FS-1: Install Permanent Generator
Name of Action or Project:	
Action or Project Description:	A permanent generator will be installed at Fire Station #X. It will have sufficient capacity to allow the Fire Station to quickly response to the community's needs.
Summary of Evaluation¹ Benefits (losses avoided) Estimated Cost Other Factors Considered	<p>This project will have a positive B/C Ratio.</p> <p>Benefits – fire suppression will occur more quickly than if service has to be deployed from a neighboring fire station potentially savings lives and definitely reducing property damage; search & rescue operations will also be quicker, saving lives and reducing the effects of injuries.</p> <p>Costs – The design cost can be managed by working with other governmental units considering a generator installation. There will be the capital cost of the generator, including the cost to install. Maintenance costs for the life of generator (estimated at 19 years) were also considered. The estimated cost for installation is \$40,000.</p>
Plan for Implementation	
Responsible Organization:	XYZ Fire Department
Action/Project Priority:	High
Timeline for Completion:	24 months (after funds are approved)
Potential Fund Sources:	Municipal Budget; FEMA Grant

¹ Summarize the evaluation of potential actions and the action selected for implementation. Always consider the benefits and costs. Other criterion might include: Technical Feasibility, Political Support, Legal Authority, Environmental Impacts, positive and negative Social Impacts, and whether the jurisdiction has a person willing to be the Local Champion for implementation and is this person with the full support of the jurisdiction Administratively Capable of implementing the action selected for implementation.

Local Planning Mechanisms to be Used in Implementation, if any:	Municipal Budget – Funds will be requested during the next budget cycle for either the full cost of the project or matching funds for a FEMA grant..
Progress Report	
Date of Status Report: Report of Progress: Evaluation of Effectiveness:	Intentionally left blank at this time.