



# APPENDIX A. CORE TEAM CONTACT LIST



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## CWPP

### Core Team List

<p>Victoria Amato, Contractor Project Manager SWCA Environmental Consultants <a href="mailto:vamato@swca.com">vamato@swca.com</a></p>	<p>Anne Russell SWCA Environmental Consultants <a href="mailto:arussell@swca.com">arussell@swca.com</a></p>
<p>Jodi Foster Elk County Planning Department Director <a href="mailto:jfoster@countyofelkpa.com">jfoster@countyofelkpa.com</a></p>	<p>Jeremy Morey McKean County Planning Department Director <a href="mailto:jsmorey@mckeancountypa.org">jsmorey@mckeancountypa.org</a></p>
<p>Jeanne Wambaugh Department of Conservation and Natural Resources Elk State Forest District Forester <a href="mailto:jwambaugh@pa.gov">jwambaugh@pa.gov</a></p>	<p>Peter To Allegheny National Forest Fire Management Officer <a href="mailto:pto@fs.fed.us">pto@fs.fed.us</a></p>
<p>Brian Pfister Division of Forest Fire Protection <a href="mailto:bpfister@pa.gov">bpfister@pa.gov</a></p>	<p>Greg Burkhouse Department of Conservation and Natural Resources Fire Inspection <a href="mailto:gburkhouse@pa.gov">gburkhouse@pa.gov</a></p>
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<p>Douglas Helman U.S. Army Corp of Engineers Kinzua Dam Park Ranger <a href="mailto:Douglas.b.helman@usace.army.mil">Douglas.b.helman@usace.army.mil</a></p>	<p>Jason Tessena Environmental &amp; Safety Compliance Administrator CESCO FCI McKean <a href="mailto:jtessena@bop.gov">jtessena@bop.gov</a></p>



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## APPENDIX B. FIRE DEPARTMENT LIST



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**Elk Company #1**

Crystal Fire Department

St. Marys

**Elk Company #2**

Johnsonburg Fire Department

Johnsonburg

**Elk Company #3**

Fox Township Fire Department

Kersey

**Elk Company #4**

Ridgway Fire Department

Ridgway Borough and Township

**Elk Company #5**

Jay Township Fire Department

Weedville, Benezette, Byrnedale, & others

**Elk Company #6**

Jones Township Fire Department

Wilcox

**Elk Company #7**

Horton Township Fire Department

Brockport, Brockway area

**Elk Company #8**

Highland Township Fire Department

James City & Highland

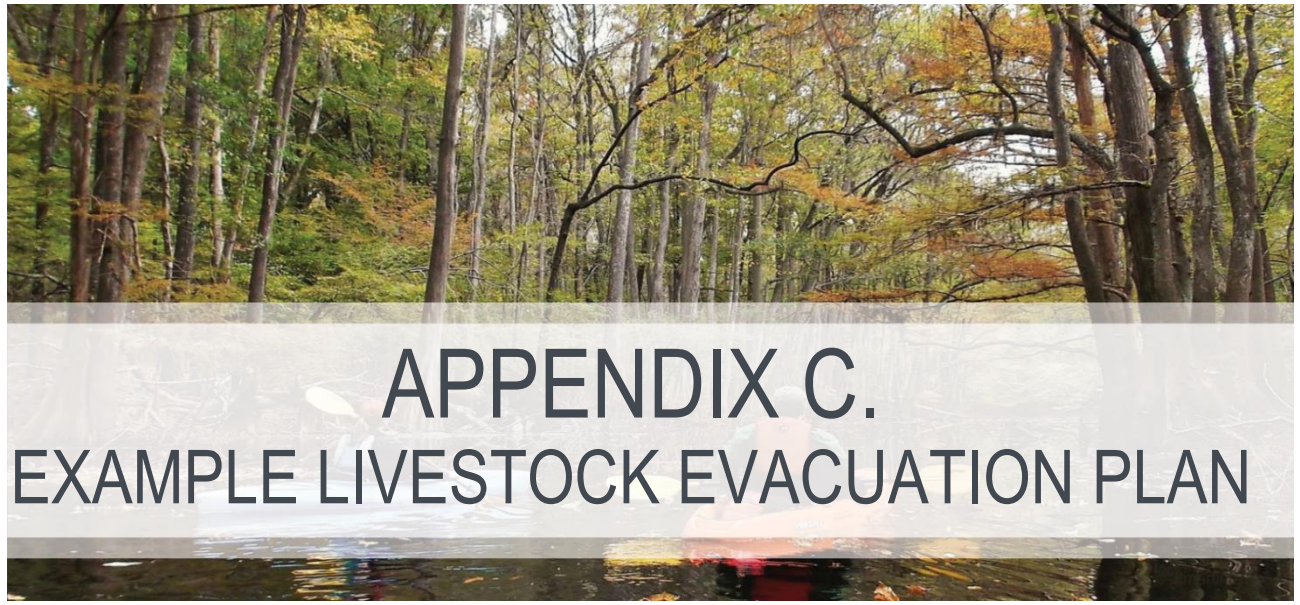
**Elkland Search and Rescue**

Mutual Aid for Wildfires for all Fire Departments



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# APPENDIX C. EXAMPLE LIVESTOCK EVACUATION PLAN



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# EXAMPLE LIVESTOCK EVACUATION PLAN TEMPLATE

## 1.1 ORGANIZATION

### 1.1.1 GENERAL PRINCIPALS

1. Designate holding area locations for large animals.
2. Receive written access on private property granted from residents.
3. Collect all data: phone, map, who to call, where to house/shelter animals, where to park trailers.
4. Provide all above information to person in authority for evacuation.

#### A. Shelter Command Center Coordinator

1. Animal Control Officer will be the single point of contact for management decisions in responding to the needs of all animals during an emergency or disaster.
  - Ensure large animal corrals are in working order.
  - Provide support services for volunteers.
  - Maintain communication with Police, Fire Department, Mayor, Animal Control, volunteers and field animal shelter.
  - Coordinate volunteers sign in and tasks.
  - Communicate with media, radio, TV, etc.
2. Main Volunteer - If needed, Animal Control Officers shall designate a volunteer or volunteers, if required to help. That person will help implement the staging, opening of holding pens, coordinate volunteers.
  - Identify all animals with registration/intake form. A digital photo might be helpful.
    - Attach intake form to cage or pen.
  - Evaluate animal's immediate needs and carry out if possible.
  - Provide food and water.
  - Ensure safe and secure containment.
  - Euthanasia – coordinate with a veterinarian.
  - Assign all tasks including those of volunteers.

#### B. Set Up Staging Area

1. Area for trailer personnel to gather and take directions as to which homes or areas they are to go to evacuate animals.
2. Have on board, the granting authority to gain access in a mandatory evacuation.
3. Have with trailers, tools, halters, and paper work to identify home/animals
4. Volunteers who remove animals from private property must leave notice as to where animals will be taken.



**C. Holding Areas**

1. Will be opened by Animal Control Officer.
2. Small animal pens, crates shall be staged where they are visible to the volunteers.
3. Will be staffed by on site volunteers.
  - feed, water, pens, lights.
4. Determine a veterinarian to be on call.

**D. Release Procedure**

1. The [designated authority] has the authority to release animals.
2. Owner must sign release form after providing proof of ownership.
  - Owner's driver license or State ID.
  - Proof of ownership (Animal Control to determine requirements).

**E. Maintain List of Volunteers Who Have Trailers/List Trailer Capacity**

**F. Maintain List of Large and Small Animal Owners Who Agree to Evacuation of Their Animals**

**G. Provide Training/Seminars**

1. How to handle animals and how to transport animals during emergencies.

## **1.2 SHELTER SETUP**

### **1.2.1 GENERAL PRINCIPALS**

1. Move the animals from danger to designated areas, if needed, in county and state facilities. If owners bring in their animals they are responsible for feeding and watering all their animals at the Field Shelter.
2. Set up a command center and ensure to establish contact and coordination of all intake and releases of animals.

**A. Field Shelter**

**Checklist for Setup of Field Shelter**

Provide the following if required:

- Information Table
  - First stopping point for everyone entering the Field Shelter area. Volunteers at this location direct people to where they can get the services they need.
- Animal Intake Area
  - Where paperwork is completed on all incoming animals. The animals are identified and ID is placed on their stalls.
- Stalls, Pens, and Crates
  - Where animals are housed until they are reclaimed. Areas must be designated for dogs, cats, livestock, and all other animals. Large animals shall be taken [Name of



shelter/Arena] or other designated areas in the County. A large-scale evacuation may require coordination and evacuation to county and state facilities.

- Medical Care
  - Where all animals are treated for minor injuries. Seriously injured animals may be treated elsewhere depending on available resources. It is especially important to keep animals suspected to have contagious diseases, separate from the rest of the population.
- Animal Care
  - Animal supplies are kept for the animals – Supplies should include feeding dishes, buckets, litter boxes, litter, scoops, manure forks, cages, halters and lead ropes, collars and identification tags, muzzles, leashes, newspaper, towels, blankets, tarps, trash bags and any other needed items.
  - Provide alfalfa or grass hay.
- Dead Animals
  - Dead animals must be kept in corrals until proper authorities can come to remove them. Cover large animals with tarps.
- Volunteer Information and Sign In
  - After volunteers report sign in, they should be assigned tasks.
- Rescue Equipment Storage (if available)
  - Volunteers are responsible for providing their own “go kits.” Go kits are defined as the equipment necessary to effect rescue and service in their specified area of expertise.
- Parking
  - Designated areas for volunteers and visitors to the Field Shelter. Effort should be made if possible, to not disturb adjacent residents or businesses.
- Human First Aid
  - First Aid should be provided by qualified personnel.
- Garbage Area
  - Designated area for bagged garbage until it is picked up by the proper authority.
- Volunteer Groups/Guidelines – Ensure that all volunteers are covered by liability insurance



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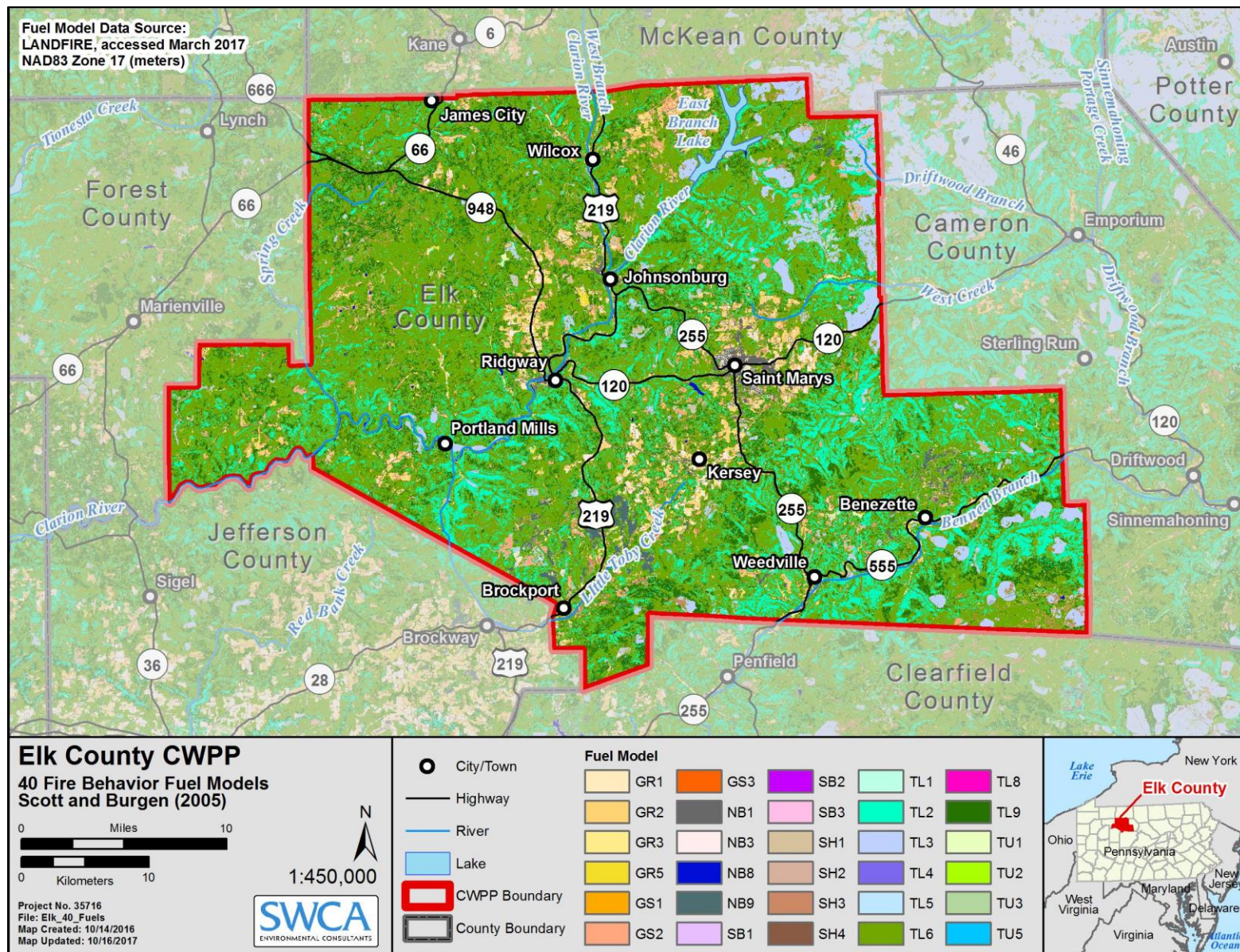






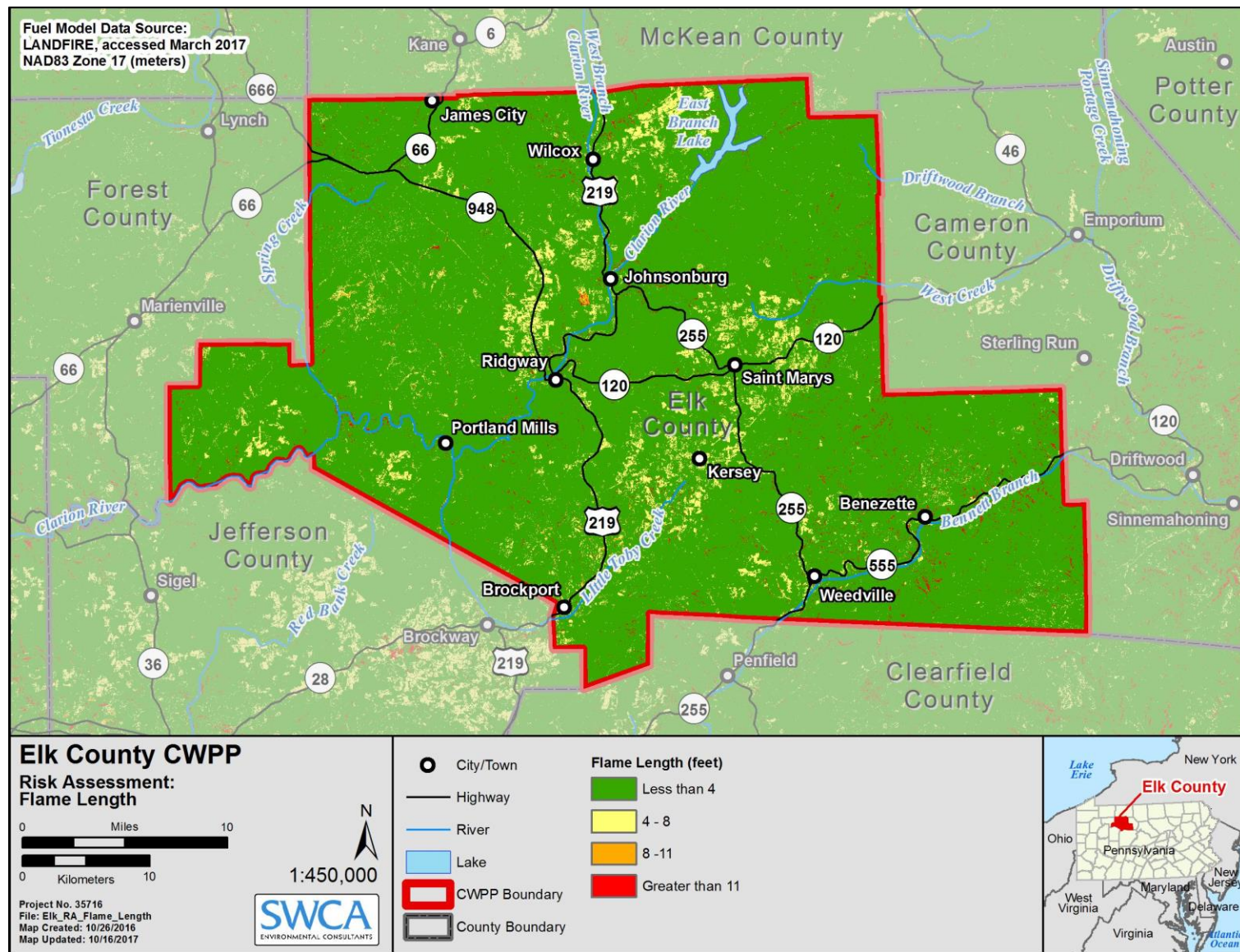
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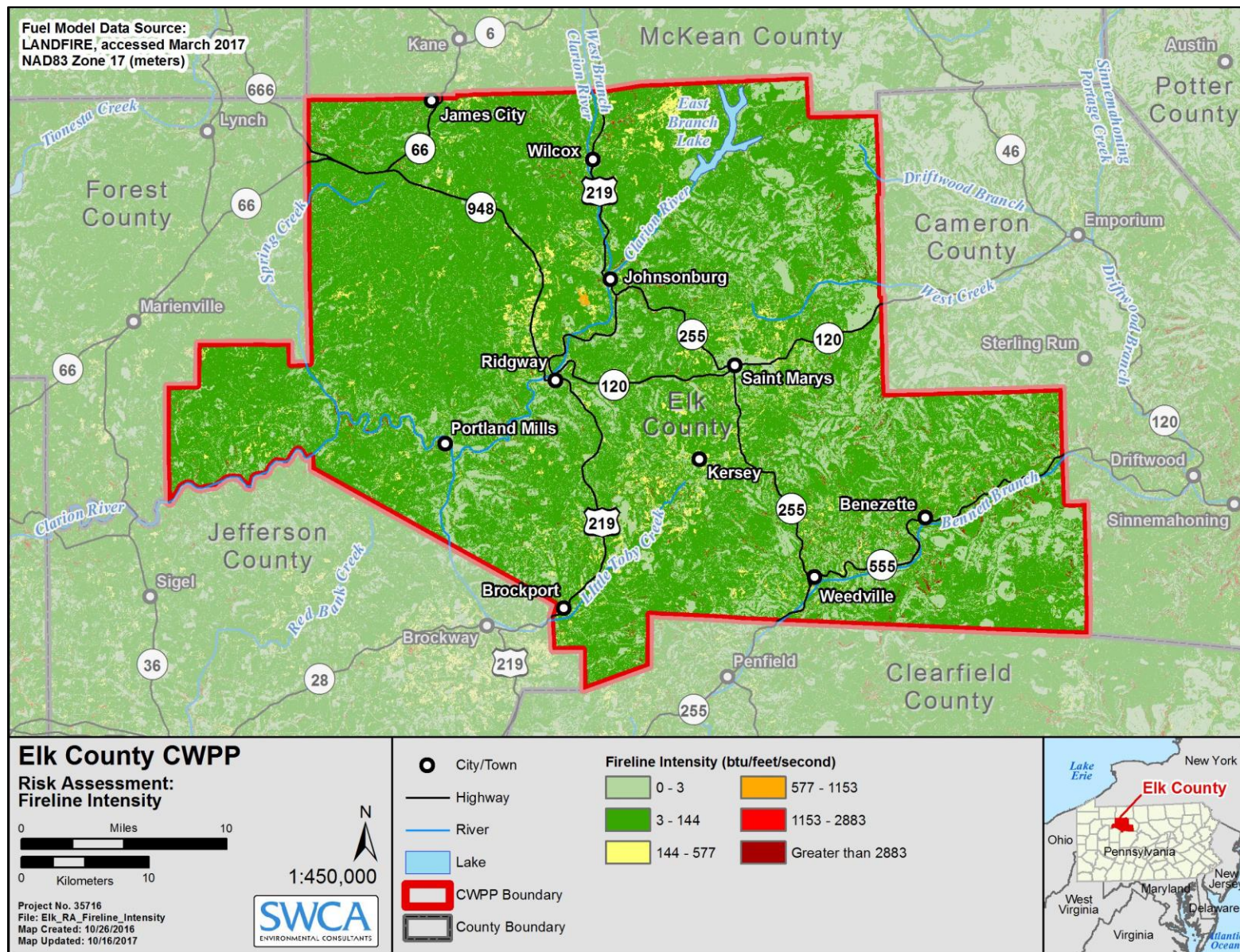
Map 1. Fuels.





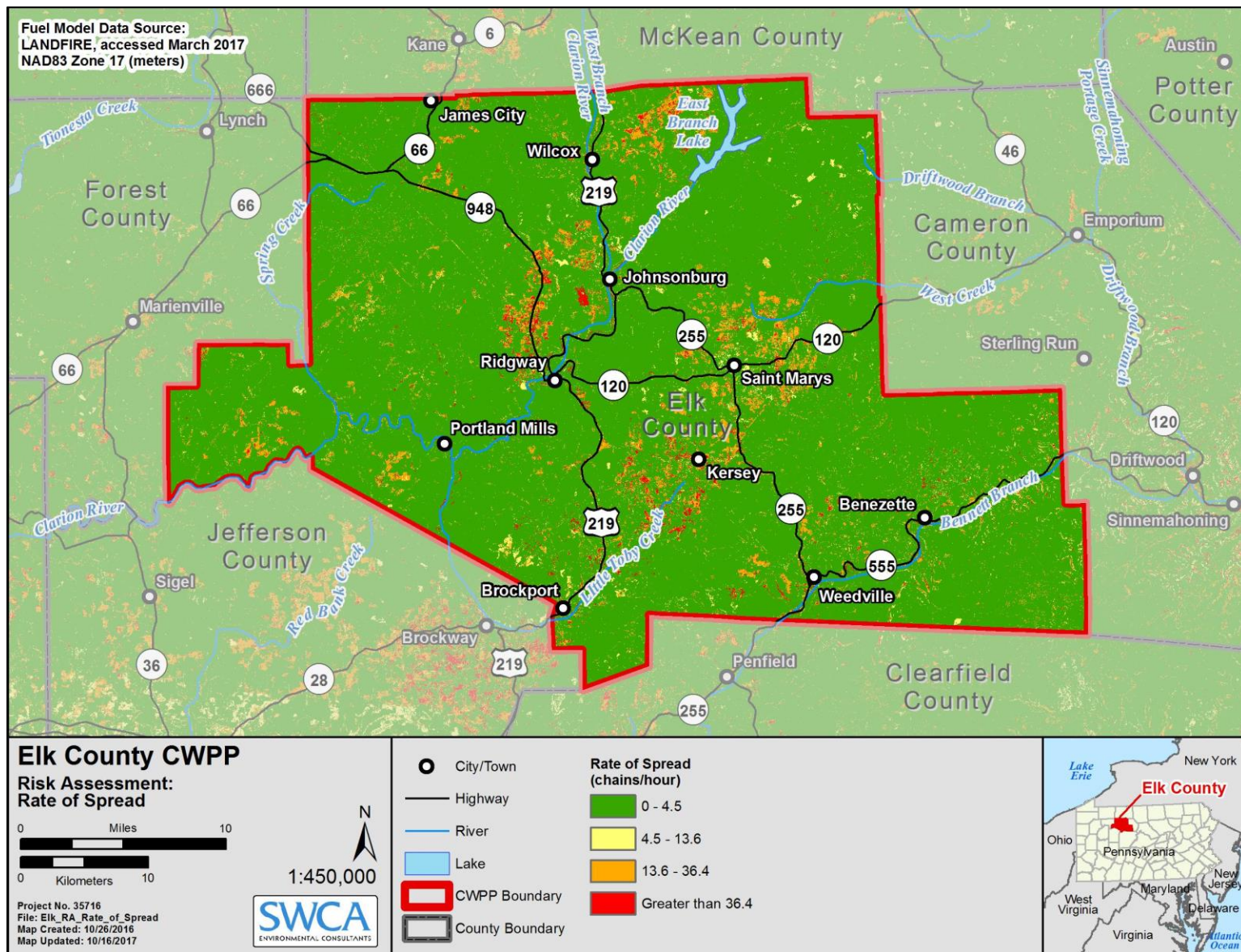
Map 2. Flame length.





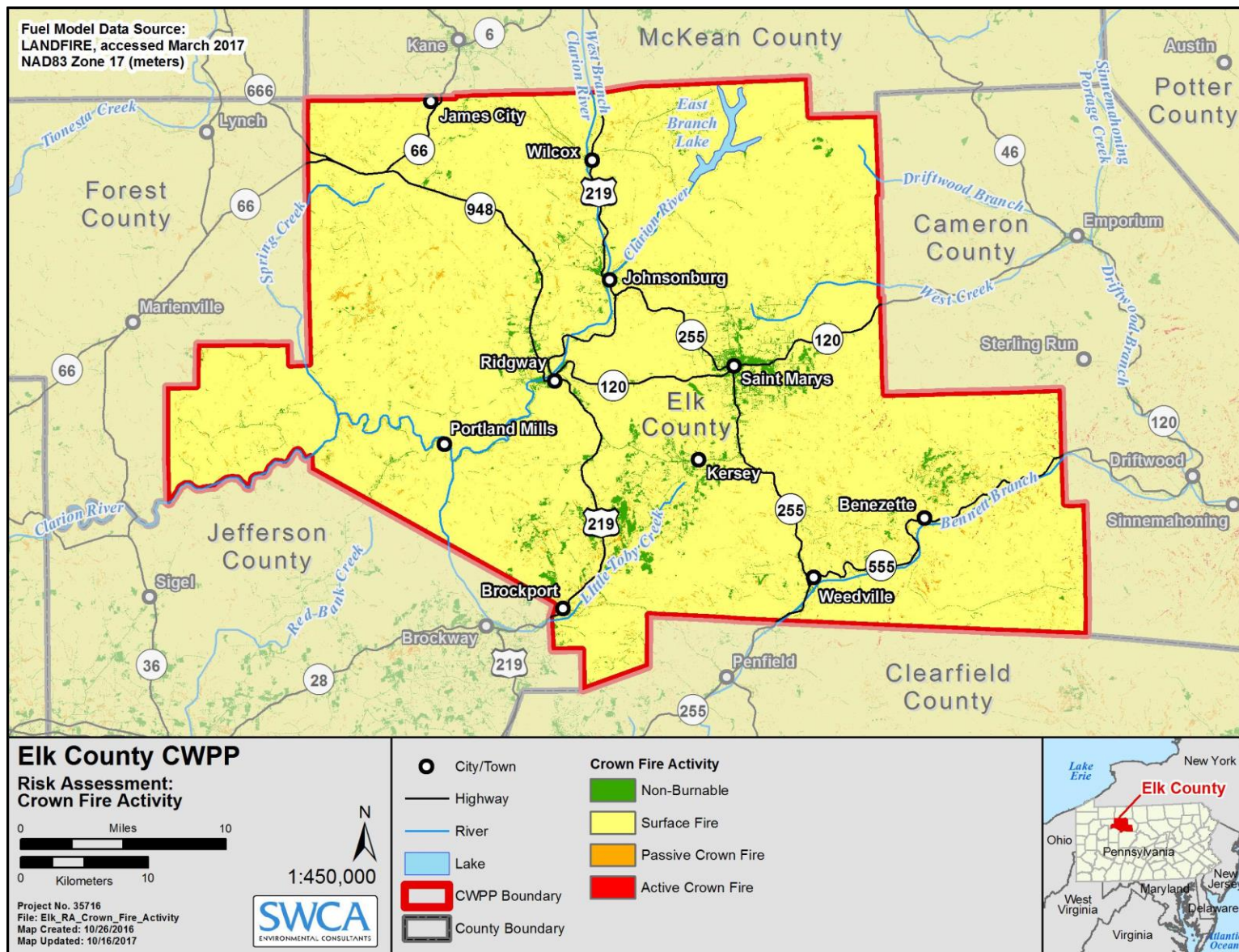
Map 3. Fireline intensity.



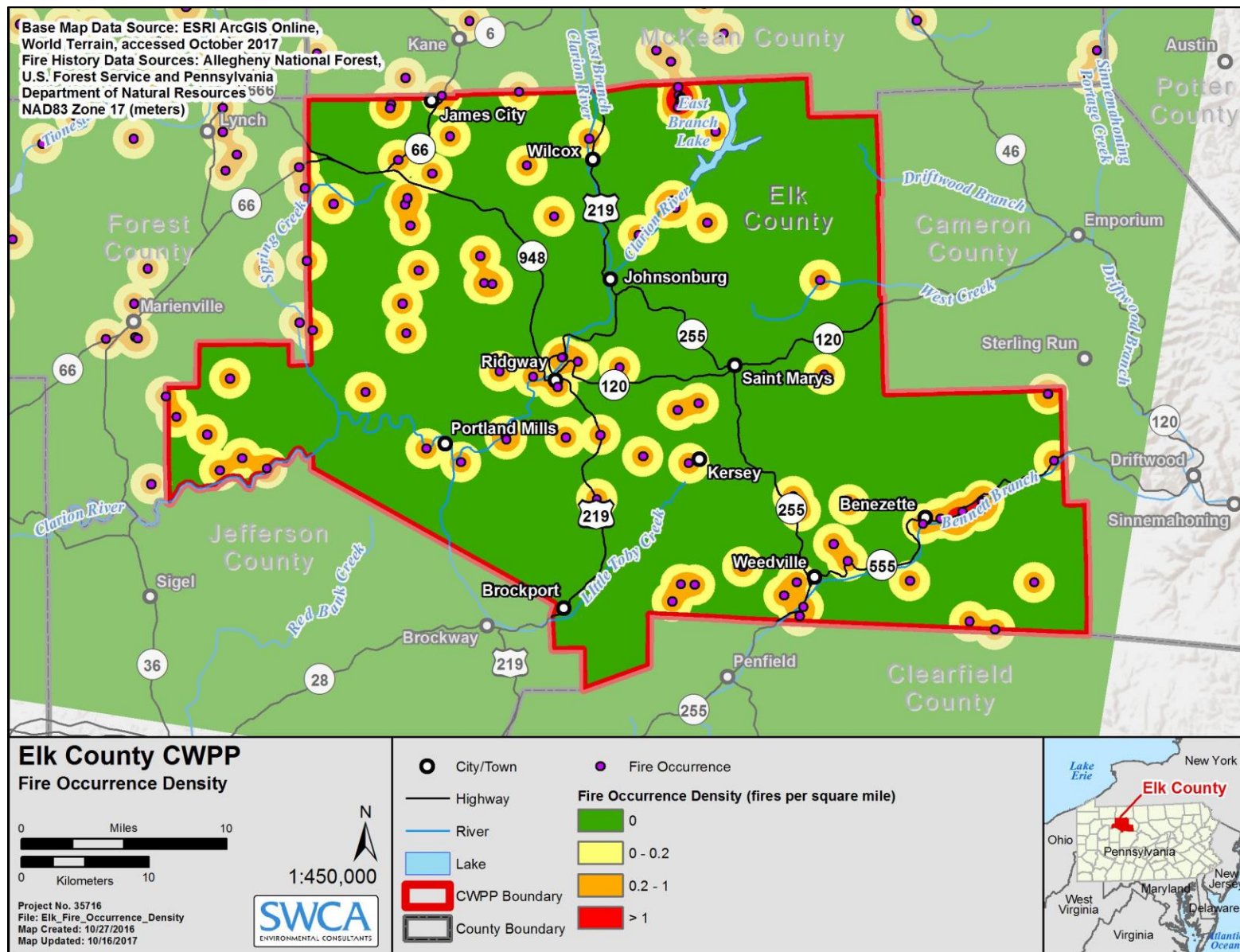


Map 4. Rate of spread.



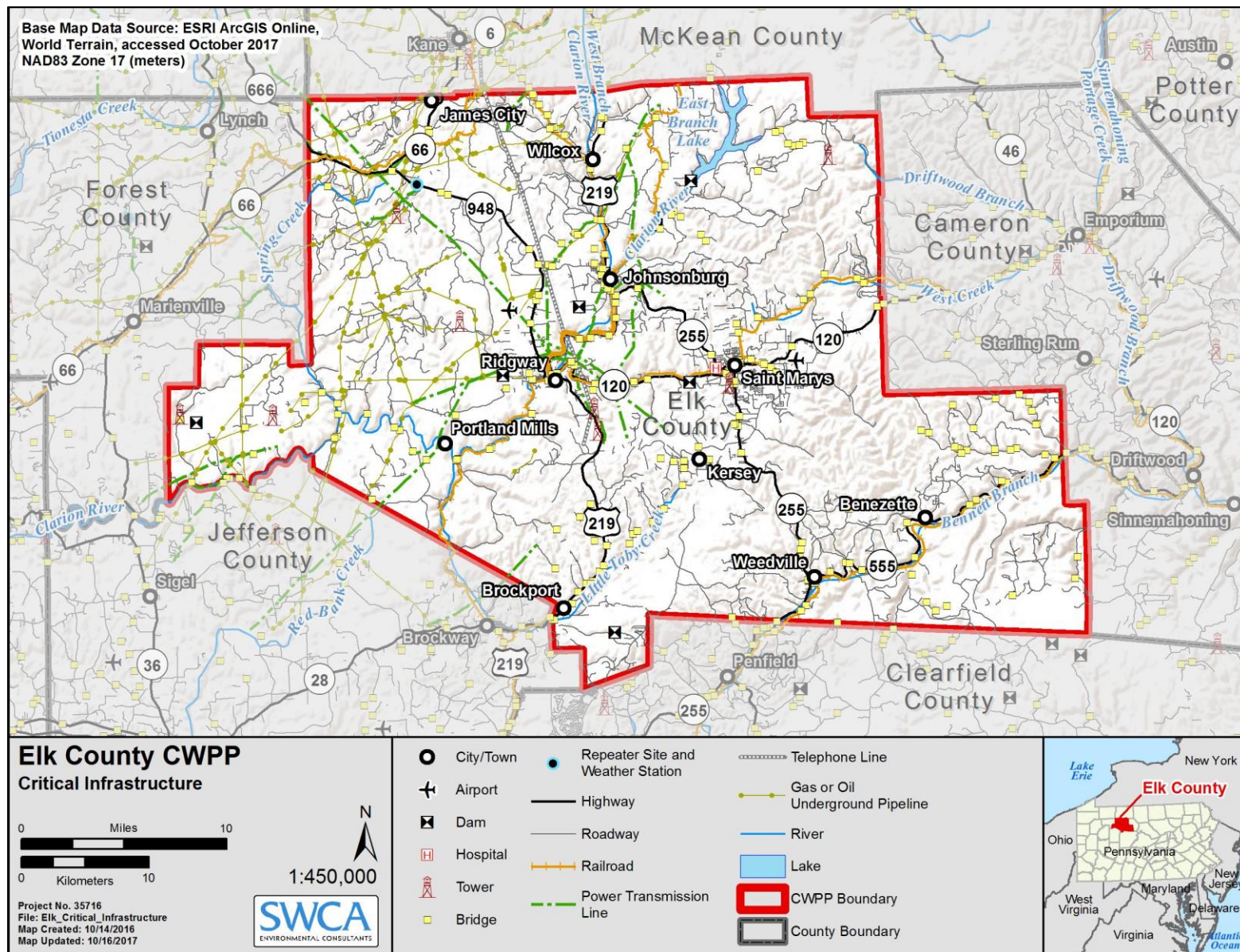






Map 6. Fire occurrence and density.

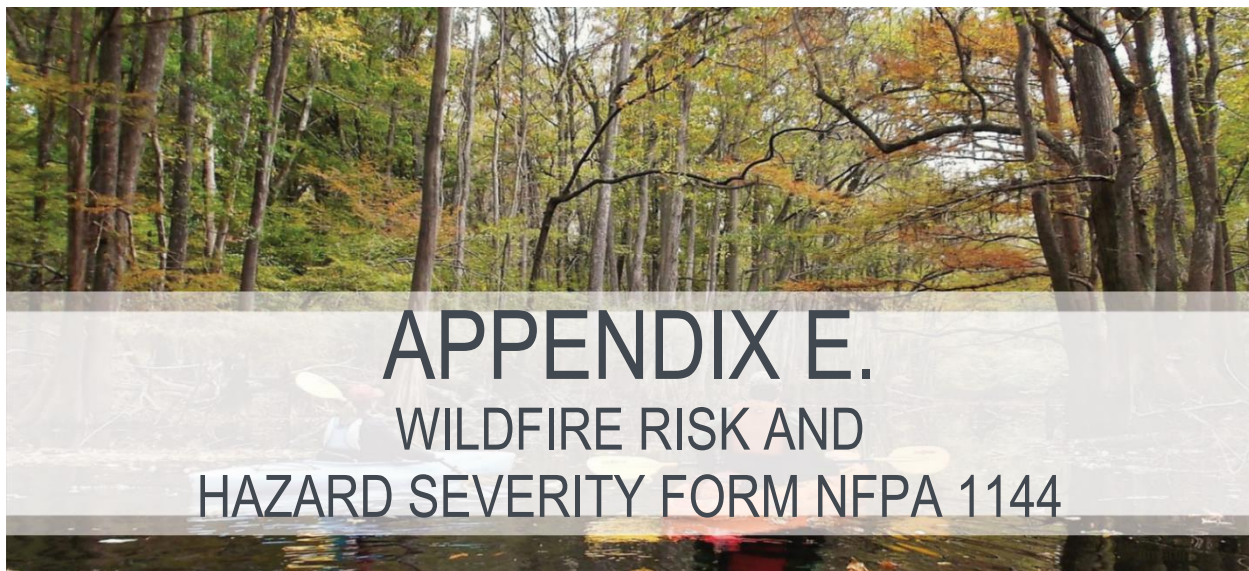






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# APPENDIX E.

## WILDFIRE RISK AND HAZARD SEVERITY FORM NFPA 1144



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**Wildfire Fire Risk and Hazard Severity Form NFPA 1144**

Means of Access						
Ingress and Egress	Points					
Two or more roads in and out	0					
One road in and out	7					
Road Width						
>24 feet	0					
>20 feet, <24 feet	2					
<20 feet	4					
Road Conditions						
Surfaced road, grade <5%	0					
Surfaced road, grade >5%	2					
Nonsurfaced road, grade <5%	2					
Nonsurfaced road, grade >5%	5					
Other than all season	7					
Fire Access						
<300 feet with turnaround	0					
>300 feet with turnaround	2					
<300 feet with no turnaround	4					
>300 feet with no turnaround	5					
Street Signs						
Present–reflective	0					
Present–nonreflective	2					
Not present	5					
Vegetation (fuel models)						
Predominant veg						
Light–1,2,3	5					
Medium–5,6,7,8,9	10					
Heavy–4,10	20					
Slash–11,12,13	25					
Defensible Space						
>100 feet around structure	1					
>70 feet, <100 feet around structure	3					
>30 feet, <70 feet around structure	10					
<30 feet around structure	25					
Topography within 300 Feet of Structures						
Slope						
<9%	1					
10% to 20%	4					
21% to 30%	7					
31% to 40%	8					
>41%	10					



Additional Rating Factors (rate all that apply)						
<b>Additional Factors</b>						
Topographic features	0-5					
History of high fire occurrence	0-5					
Severe fire weather potential	0-5					
Separation of adjacent structures	0-5					
<b>Roofing Assembly</b>						
<b>Roofing</b>						
Class A	0					
Class B	3					
Class C	15					
Unrated	25					
<b>Building Construction</b>						
<b>Materials (predominant)</b>						
Non-combustible siding, eaves, deck	0					
Non-combustible siding/combustible deck	5					
Combustible siding and deck	10					
<b>Building Set-back</b>						
>30 feet to slope	1					
<30 feet to slope	5					
<b>Available Fire Protection</b>						
<b>Water Sources</b>						
Hydrants 500 gpm, <1,000 feet apart	0					
Hydrants 250 gpm, <1,000 feet apart	1					
Nonpressurized, >250 gpm/2 hrs	3					
Nonpressurized, <250 gpm/2hrs	5					
Water unavailable	10					
<b>Organized Response</b>						
Station <5 miles from structure	1					
Station >5 miles from structure	3					
<b>Fixed Fire Protection</b>						
NFPA sprinkler system	0					
None	5					
<b>Placement of Gas and Electric Utilities</b>						
<b>Utilities</b>						
Both underground	0					
One above, one below	3					
Both above ground	5					

**Totals for Home or Subdivision**

<b>Hazard Rating Scale</b>	<b>&lt;40 Low</b>	<b>&gt;40 Moderate</b>	<b>&gt;70 High</b>	<b>&gt;112 Extreme</b>
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## APPENDIX F. COMMUNITY SURVEY QUESTIONS



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**Elk and McKean County**  
**Community Wildfire Protection Plans**  
**Community Survey**

Fire, forestry and emergency management agencies within Elk and McKean Counties are currently working together to develop Community Wildfire Protection Plans that identify hazards and risk from wildfire and provide actions to mitigate impacts of wildfire on communities. We want to hear from you in order to understand how each County can better plan and prepare for potential wildfire in your community. This survey is also available online at the following Survey Monkey site: <https://www.surveymonkey.com/r/DXPNKCY>

1. **Please enter as much or as little information about your home location as possible (if you wish to remain anonymous please provide general location information)**

Street Address \_\_\_\_\_

Zip Code and County \_\_\_\_\_

Or General Location \_\_\_\_\_

2. **How would you rate your house in terms of risk from wildfire? (*Consider the proximity of your house to tracts of undeveloped land, vegetated land, emergency response and access*)**

\_\_\_\_\_ Low

\_\_\_\_\_ Medium

\_\_\_\_\_ High

3. **My home is vulnerable to wildfire because of..... (*please number in order from 1-7-where 1 is most relevant*).**

\_\_\_\_\_ Surrounding fuels on your property- (i.e. live and dead trees, shrubs, grass, wood piles).

\_\_\_\_\_ Surrounding fuels on neighboring property – (i.e. dense vegetation, wood piles, dead and downed trees.

\_\_\_\_\_ Building materials- (i.e. wood shingles, clap board siding, wooden decks, wood fences).

\_\_\_\_\_ Lack of water supply- (i.e. dependence on well water, far from hydrant).

\_\_\_\_\_ Inaccessible area- (i.e. long narrow driveway, dead end road, can a fire truck easily access your property?)

\_\_\_\_\_ Ignition sources from neighboring areas- (i.e. disposal of cigarette butts from trails or roads).

\_\_\_\_\_ I don't think my home is vulnerable to wildfire.

4. **How prepared is your community for a large wildfire? (*select one*)**



\_\_\_\_ Poorly prepared

\_\_\_\_

\_\_\_\_ Moderately prepared

\_\_\_\_

\_\_\_\_ Well prepared

5. Rate the following actions in their importance to making the community better prepared for wildfire (*please number in order from 1-5; 1 is most important*).

\_\_\_\_ Clean up live and dead vegetation and yard debris around homes by individual property owners.

\_\_\_\_ Better firefighting equipment and support for fire departments.

\_\_\_\_ Improved water supply – (i.e. expansion of public water systems, increased number of hydrants, and installation of wells).

\_\_\_\_ Fuel treatments on public lands to reduce the amount of live and dead vegetation available to burn in a fire.

\_\_\_\_ Community education on wildfire prevention and awareness.

6. My biggest challenge to making my home fire safe is.... (*Please number in order from 1-4; 1 is most important*).

\_\_\_\_ Time

\_\_\_\_ Financial burden of carrying out mitigation measures and maintain clearance.

\_\_\_\_ Not knowing what to do.

\_\_\_\_ I think my home is already safe.

7. I would be most interested in funding to help me and my community with.... (*please number from 1- 7; 1 is most important- NOTE answers continue overpage*)

\_\_\_\_ Green waste disposal- (i.e. removal of leaves, branches, wood from cleared areas).

\_\_\_\_ Home wildfire hazard assessments.

\_\_\_\_ Wildfire prevention education.

\_\_\_\_ Timber/fuel treatments on private land.

\_\_\_\_ Timber/fuel treatments on public land.

\_\_\_\_ Water supply development- (i.e. extend public water systems, add additional hydrants, install fire wells, and acquire portable water supplies).

\_\_\_\_ Funding for fire departments- (i.e. to secure additional apparatus/equipment, fund training, fund additional staff).

8. Do you support the use of prescribed fire to treat areas that have become overgrown and overstocked with timber?



Yes \_\_\_\_\_

No \_\_\_\_\_

9. Name any community resources you would most like to see prioritized for protection from wildfire (e.g. *natural areas, cultural sites, municipal infrastructure and recreation sites*). -

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10. Any other comments?

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[The survey can be scanned and returned to the following email:](#)

Victoria Amato (Contractor Project Manager) at [vamato@swca.com](mailto:vamato@swca.com)

Thank you for contributing to this important project to reduce wildfire risk to your community. Your answers will be considered in the development of these community wildfire planning documents.



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## APPENDIX G. FUNDING OPPORTUNITIES



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## FUNDING OPPORTUNITIES

The following section provides information on federal funding opportunities for conducting wildfire mitigation projects.

### I. Federal Funding Information

**Source:** Pre-disaster Mitigation Grant Program  
**Agency:** Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA)  
**Website:** <http://www.fema.gov/government/grant/pdm/index.shtm>  
**Description:** The DHS includes FEMA and the U.S. Fire Administration. FEMA's Federal Mitigation and Insurance Administration is responsible for promoting predisaster activities that can reduce the likelihood or magnitude of loss of life and property from multiple hazards, including wildfire. The Disaster Mitigation Act of 2000 created a requirement for states and communities to develop predisaster mitigation plans and established funding to support the development of the plans and to implement actions identified in the plans. This competitive grant program, known as PDM, has funds available to state entities, tribes, and local governments to help develop multihazard mitigation plans and to implement projects identified in those plans.

**Source:** Funding for Fire Departments and First Responders  
**Agency:** DHS, U.S. Fire Administration  
**Website:** <http://www.usfa.dhs.gov/fireservice/grants/>  
**Description:** Includes grants and general information on financial assistance for fire departments and first responders. Programs include the Assistance to Firefighters Grant Program, Reimbursement for Firefighting on Federal Property, State Fire Training Systems Grants, and National Fire Academy Training Assistance.

**Source:** Conservation Innovation Grants (CIG)  
**Agency:** National Resource Conservation Service  
**Website:** <http://www.nm.nrcs.usda.gov/programs/cig/cig.html>  
**Description:** CIG State Component. CIG is a voluntary program intended to stimulate the development and adoption of innovative conservation approaches and technologies while leveraging federal investment in environmental enhancement and protection, in conjunction with agricultural production. Under CIG, Environmental Quality Incentives Program (EQIP) funds are used to award competitive grants to non-federal governmental or nongovernmental organizations, tribes, or individuals. CIG enables the Natural Resources Conservation Service (NRCS) to work with other public and private entities to accelerate technology transfer and adoption of promising technologies and approaches to address some of the nation's most pressing natural resource concerns. CIG will benefit agricultural producers by providing more options for environmental enhancement and compliance with federal, state, and local regulations. The NRCS administers the CIG program. The CIG requires a 50/50 match between the agency and the applicant. The CIG has two funding components: national and state. Funding sources are available for water resources, soil resources, atmospheric resources, and grazing land and forest health.



**Source:** Regional Conservation Partnership Program

**Agency:** National Resource Conservation Service

**Website:** <https://www.nrcs.usda.gov/wps/portal/nrcs/main/national/programs/farmbill/rcpp/>

**Description:** The Regional Conservation Partnership Program (RCPP) promotes coordination between NRCS and its partners to deliver conservation assistance to producers and landowners. NRCS provides assistance to producers through partnership agreements and through program contracts or easement agreements.

RCPP combines the authorities of four former conservation programs – the Agricultural Water Enhancement Program, the Chesapeake Bay Watershed Program, the Cooperative Conservation Partnership Initiative and the Great Lakes Basin Program. Assistance is delivered in accordance with the rules of EQIP, CSP, ACEP and HFRP; and in certain areas the Watershed Operations and Flood Prevention Program.

**Source:** Volunteer Fire Assistance

**Agency:** U.S. Forest Service

**Website:** <http://www.fs.fed.us/fire/partners/vfa/>

**Description:** U.S. Forest Service funding will provide assistance, through the states, to volunteer fire departments to improve communication capabilities, increase wildland fire management training, and purchase protective fire clothing and firefighting equipment. For more information, contact your state representative; contact information can be found on the National Association of State Foresters website.

**Source:** USFS Wood Innovations Program

**Agency:** U.S. Forest Service

**Website:** <http://www.na.fs.fed.us/werc/wip/2017-rfp.shtm>

**Description:** The U.S. Forest Service (Forest Service) requests proposals to substantially expand and accelerate wood energy and wood products markets throughout the United States to support forest management needs on National Forest System and other forest lands.

The program focuses on the following priorities, to:

- Reduce hazardous fuels and improve forest health on National Forest System and other forest lands.
- Reduce costs of forest management on all land types.
- Promote economic and environmental health of communities.

**Source:** Northeastern Area State and Private Forestry (S&PF) Cohesive Fire Strategy

**Agency:** U.S. Forest Service

**Website:** <http://www.na.fs.fed.us/fire/rfp/index.shtm>

**Description:** The Northeastern Area **Cohesive Fire Strategy Competitive Request for Proposals** is designed to support and carry out the goals of the National Cohesive Wildland Fire Management Strategy (NCS) across the Midwestern and Northeastern States as well as meet the intent of the current year budget direction. These national goals are:

1. **Restore and Maintain Landscapes:** Landscapes across all jurisdictions are resilient to fire-related disturbances in accordance with management objectives.
2. **Create Fire Adapted Communities:** Human populations and infrastructure can withstand a wildfire without loss of life and property.
3. **Improve Wildfire Response:** All jurisdictions participate in making and implementing safe, effective, efficient risk-based wildfire management decisions.

Regional options have been identified in the Northeast Regional Action Plan that help to ensure that funds from this competitive grant process are used to address the national goals. Proposals will be



accepted that clearly identify the reduction of wildfire risk and/or improve wildfire response in coordination with their respective State's Forest Action Plan and meet one or more of the nine Northeast Regional Action Plan options listed below:

<b>Northeast Regional Action Plan Options Goal 1: Restore &amp; Maintain Landscapes</b>	<b>Goal 2: Fire Adapted Communities</b>	<b>Goal 3: Response to Wildfire</b>
<b>Regional Option 1A</b> – Expand the use of prescribed fire as an integral tool to meet management objectives in the Northeast.	<b>Regional Option 2A</b> – Focus on promoting and supporting local adaptation activities to be taken by communities.	<b>Regional Option 3A</b> – Improve the organizational efficiency and effectiveness of the wildland fire community.
<b>Regional Option 1B</b> – Maintain and increase, where possible, the extent of fire-dependent ecosystems and expand the use of fire as a disturbance process.	<b>Regional Option 2B</b> – Focus on directing hazardous fuel treatments to the wildland urban interfaces.	<b>Regional Option 3B</b> – Increase the local response capacity for initial attack of wildfires.
<b>Regional Option 1C</b> – Focus on mitigating “event” fuels to reduce potential fire hazard.	<b>Regional Option 2C</b> – Focus on promoting and supporting prevention programs and activities.	<b>Regional Option 3C</b> – Further develop shared response capacity for extended attack and managing wildfire incidents with long duration fire potential

**Source:** Catalog of Federal Funding Sources for Watershed Protection

**Agency:** N/A

**Website:** <http://cfpub.epa.gov/fedfund/>

Examples of the types of grants found at this site are:

- Native Plant Conservation Initiative:  
[http://www.nfwf.org/AM/Template.cfm?Section=Browse\\_All\\_Programs&TEMPLATE=/CM/ContentDisplay.cfm&CONTENTID=3966](http://www.nfwf.org/AM/Template.cfm?Section=Browse_All_Programs&TEMPLATE=/CM/ContentDisplay.cfm&CONTENTID=3966)
- Targeted Watershed Grants Program, <http://www.epa.gov/owow/watershed/initiative/>
- Predisaster Mitigation Program, <http://www.fema.gov/government/grant/pdm/index.shtm>
- Environmental Education Grants, [http://www.epa.gov/enviroed/grants\\_contacts.html](http://www.epa.gov/enviroed/grants_contacts.html)

**Source:** Firewise Communities

**Agency:** Multiple

**Website:** <http://www.firewise.org>

**Description:** The Wildland/Urban Interface Working Team (WUIWT) of the National Wildfire Coordinating Group is a consortium of wildland fire organizations and federal agencies responsible for wildland fire management in the United States. The WUIWT includes the U.S. Forest Service, Bureau of Indian Affairs, BLM, U.S. Fish and Wildlife Service, National Park Service, FEMA, U.S. Fire Administration, International Association of Fire Chiefs, National Association of State Fire Marshals, National Association of State Foresters, National Emergency Management Association, and National Fire Protection Association. Many different Firewise Communities activities are available help homes and whole neighborhoods become safer from wildfire without significant expense. Community cleanup days, awareness events, and other cooperative activities can often be successfully accomplished through partnerships among neighbors, local businesses, and local fire departments at little or no cost. The Firewise Communities recognition program page (<http://www.firewise.org/usa>) provides a number of excellent examples of these kinds of projects and programs.

The kind of help you need will depend on who you are, where you are, and what you want to do. Among the different activities individuals and neighborhoods can undertake, the following actions often benefit from some kind of seed funding or additional assistance from an outside source:



- Thinning/pruning/tree removal/clearing on private property—particularly on very large, densely wooded properties
- Retrofit of home roofing or siding to non-combustible materials
- Managing private forest
- Community slash pickup or chipping
- Creation or improvement of access/egress roads
- Improvement of water supply for firefighting
- Public education activities throughout the community or region

Some additional examples of what communities, counties, and states have done can be found in the National Database of State and Local Wildfire Hazard Mitigation Programs at:

<http://www.wildfireprograms.usda.gov>.

You can search this database by keyword, state, jurisdiction, or program type to find information about wildfire mitigation education programs, grant programs, ordinances, and more. The database includes links to local websites and e-mail contacts.

**Source:** Ready-Set-Go Grants

**Website:** <http://www.wildlandfirersg.org/>

**Description:**

Mitigation Grants: The grants are awarded in quantities of up to \$5,000 to assist departments and emergency service agencies in the purchase or rental of equipment or other costs to implement or enhance community fuels mitigation programs within their jurisdiction.

Outreach Grants: The grants are awarded in quantities of up to \$1,000 to assist departments and emergency service agencies with the cost of outreach materials and events to promote community wildfire readiness and preparedness.

**Source:** The National Fire Plan (NFP)

**Website:** <http://www.forestsandrangelands.gov/>

**Description:** Many states are using funds from the NFP to provide funds through a cost-share with residents to help them reduce the wildfire risk to their private property. These actions are usually in the form of thinning or pruning trees, shrubs, and other vegetation and/or clearing the slash and debris from this kind of work. Opportunities are available for rural, state, and volunteer fire assistance.

**Source:** Staffing for Adequate Fire and Emergency Response (SAFER)

**Agency:** DHS

**Website:** <http://www.firegrantsupport.com/safer/>

**Description:** The purpose of SAFER grants is to help fire departments increase the number of frontline firefighters. The goal is for fire departments to increase their staffing and deployment capabilities and ultimately attain 24-hour staffing, thus ensuring that their communities have adequate protection from fire and fire-related hazards. The SAFER grants support two specific activities: (1) hiring of firefighters and (2) recruitment and retention of volunteer firefighters. The hiring of firefighters activity provides grants to pay for part of the salaries of newly hired firefighters over the five-year program. SAFER is part of the Assistance to Firefighters Grants and is under the purview of the Office of Grants and Training of the DHS.

**Source:** The Fire Prevention and Safety Grants (FP&S)

**Agency:** DHS

**Website:** <http://www.firegrantsupport.com/fps/>



**Description:** The FP&S are part of the Assistance to Firefighters Grants and are under the purview of the Office of Grants and Training in the DHS. FP&S offers support to projects that enhance the safety of the public and firefighters who may be exposed to fire and related hazards. The primary goal is to target high risk populations and mitigate high incidences of death and injury. Examples of the types of projects supported by FP&S include fire-prevention and public-safety education campaigns, juvenile fire-setter interventions, media campaigns, and arson prevention and awareness programs. In fiscal year 2005, Congress reauthorized funding for FP&S and expanded the eligible uses of funds to include firefighter safety research and development.

**Source:** Title III Rural School Funds

**Agency:** USDA Forest Service

**Website:** <http://www.fs.usda.gov/main/pts/countyfunds>

**Description:** The Secure Rural Schools Act (SRS Act) was reauthorized by section 524 of P.L. 114-10 and signed into law by the President on April 16, 2015. This reauthorization extended the date by which title III projects must be initiated to September 30, 2017, and the date by which title III funds must be obligated to September 30, 2018. Counties seeking funding under Title III must use the funds to perform work under the Firewise Communities program.

Counties applying for Title III funds to implement Firewise activities can assist in all aspects of a community's recognition process, including conducting or assisting with community assessments, helping the community create an action plan, assisting with an annual Firewise Day, assisting with local wildfire mitigation projects, and communicating with the state liaison and the national program to ensure a smooth application process. Counties that previously used Title III funds for other wildfire preparation activities such as the Fire Safe Councils or similar would be able to carry out many of the same activities as they had before. However, with the new language, counties would be required to show that funds used for these activities were carried out under the Firewise Communities program.

**Source:** Federal Excess Personal Property

**Agency:** USFS

**Website:** <http://www.fs.fed.us/fire/partners/fepp/>

**Description:** The Federal Excess Personal Property (FEPP) program refers to Forest Service-owned property that is on loan to State Foresters for the purpose of wildland and rural firefighting. Most of the property originally belonged to the Department of Defense (DoD). Once acquired by the Forest Service, it is loaned to State Cooperators for firefighting purposes. The property is then loaned to the State Forester, who may then place it with local departments to improve local fire programs. State Foresters and the USDA Forest Service have mutually participated in the FEPP program since 1956.

**Source:** State Farm Safe Neighbors Grant

**Agency:** State Farm

**Website:** <https://www.statefarm.com/about-us/community/education-programs/grants-scholarships/company-grants>

**Description:** State Farm funding is directed at:

- Auto and roadway safety
- Teen Driver Education
- **Home safety and fire prevention**
- **Disaster preparedness**
- **Disaster recovery**

**Source:** Rural Fire Assistance (RFA)

**Agency:** USDI – U.S. Fish and Wildlife Service



**Website:** <http://www.nifc.gov/rfa>.

**Description:** The RFA program provides funds for RFDs that Protect rural, wildland-urban interface communities; play a substantial cooperative role in the protection of federal lands; are cooperators with the Department of the Interior (USDI) managed lands through cooperative agreements with the USDI, or their respective state, tribe or equivalent; are less than 10,000 in population. The required cost share amount for the recipient RFD will not exceed 10 percent of the amount awarded. The RFD must demonstrate the capability to meet cost share requirements. Cooperator contribution may be contributed as in-kind services. Cooperator contribution may exceed, but not amount to less than 10 percent. Examples of in-kind services may include but are not limited to: facility use incurred by and RFD for hosting training courses, travel and per diem costs incurred by an RFD when personnel attend training courses, and administration costs related to purchasing RFA equipment and supplies. Finding or in-kind resources may not be derived from other federal finding programs.





# APPENDIX H. HOMEOWNERS GUIDE



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## ELK COUNTY CWPP

### HOMEOWNERS GUIDE

This guide has been developed to address site-specific information on wildfire for the Elk County communities. This guide 1) suggests specific measures that can be taken by homeowners to reduce structure ignitability and 2) enhances overall preparedness in the planning area by consolidating preparedness information from several local agencies and departments.

## BEFORE THE FIRE—PROTECTION AND PREVENTION

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### REDUCING STRUCTURE IGNITABILITY

#### Structural Materials

**Roofing**—The more fire-resistant the roofing material, the better. The roof is the portion of the house that is most vulnerable to ignition by falling embers, known as firebrands. Metal roofs afford the best protection against ignition from falling embers. Slate or tile roofs are also non-combustible, and Class-A asphalt shingles are recommended as well. The most dangerous type of roofing material is wood shingles. Removing debris from roof gutters and downspouts at least twice a year will help to prevent fire, along with keeping them functioning properly.

**Siding**—Non-combustible materials are ideal for the home exterior. Preferred materials include stucco, cement, block, brick, and masonry.

**Windows**—Double-pane windows are most resistant to heat and flames. Smaller windows tend to hold up better within their frames than larger windows. Tempered glass is best, particularly for skylights, because it will not melt as plastic will.

**Fencing and trellises**—Any structure attached to the house should be considered part of the house. A wood fence or trellis can carry fire to your home siding or roof. Consider using nonflammable materials or use a protective barrier such as metal or masonry between the fence and the house.

If you are designing a new home or remodeling your existing one, do it with fire safety as a primary concern. Use nonflammable or fire resistant materials and have the exterior wood treated with UL-approved fire-retardant chemicals. More information on fire-resistant construction can be found at <http://www.firewise.org>.

### SCREEN OFF THE AREA BENEATH DECKS AND PORCHES

The area below an aboveground deck or porch can become a trap for burning embers or debris, increasing the chances of the fire transferring to your home. Screen off the area using screening with openings no larger than one-half inch. Keep the area behind the screen free of all leaves and debris.

### FIREWOOD, KINDLING, AND OTHER FLAMMABLES

Although convenient, stacked firewood on or below a wooden deck adds fuel that can feed a fire close to your home. Be sure to move all wood away from the home during fire season. Stack all firewood uphill, at least 30 feet and preferably 100 feet from your home.

When storing flammable materials such as paint, solvents, or gasoline, always store them in approved safety containers away from any sources of ignition such as hot water tanks or furnaces. The fumes from highly volatile liquids can travel a great distance after they turn into a gas. If possible, store the containers in a safe, separate location away from the main house.



## **CHIMNEYS AND FIREPLACE FLUES**

Inspect your chimney and damper at least twice a year and have the chimney cleaned every year before first use. Have the spark arrestor inspected and confirm that it meets the latest safety code. Your local fire department will have the latest edition of National Fire Prevention Code 211 covering spark arrestors. Make sure to clear away dead limbs from within 15 feet of chimneys and stovepipes

## **FIREPLACE AND WOODSTOVE ASHES**

Never take ashes from the fireplace and put them into the garbage or dump them on the ground. Even in winter, one hot ember can quickly start a grass fire. Instead, place ashes in a metal container, and as an extra precaution, soak them with water. Cover the container with its metal cover and place it in a safe location for a couple of days. Then either dispose of the cold ash with other garbage or bury the ash residue in the earth and cover it with at least 6 inches of mineral soil.

## **PROPANE TANKS**

Your propane tank has many hundreds of gallons of highly flammable liquid that could become an explosive incendiary source in the event of a fire. The propane tank should be located at least 30 feet from any structure. Keep all flammables at least 10 feet from your tank. Learn how to turn the tank off and on. In the event of a fire, you should turn the gas off at the tank before evacuating, if safety and time allow.

## **SMOKE ALARMS**

A functioning smoke alarm can help warn you of a fire in or around your home. Install smoke alarms on every level of your residence. Test and clean smoke alarms once a month and replace batteries at least once a year. Replace smoke alarms once every 10 years.

## **FIRE-SAFE BEHAVIOR**

- If you smoke, always use an ashtray in your car and at home.
- Store and use flammable liquids properly.
- Keep doors and windows clear as escape routes in each room.

## **DEFENSIBLE SPACE**

The removal of dense, flammable foliage from the area immediately surrounding the house reduces the risk of structure ignition and allows firefighters access to protect the home. The pruning and limbing of trees along with the selective removal of trees and shrubs is recommended to create a minimum defensible space area of 30 feet. Steep slopes require increased defensible space because fire can travel quickly uphill.

Within the minimum 30-foot safety zone, plants should be limited to fire-resistant trees and shrubs. Focus on fuel breaks such as concrete patios, walkways, rock gardens, and irrigated garden or grass areas within this zone. Use mulch sparingly within the safety zone, and focus use in areas that will be watered regularly. In areas such as turnarounds and driveways, nonflammable materials such as gravel are much better than wood chips or pine needles.

Vegetative debris such as dead grasses or leaves provide important erosion protection for soil but also may carry a surface fire. It is simply not feasible to remove all the vegetative debris from around your property. However, it is a good idea to remove any accumulations within the safety zone and extending out as far as possible. This is particularly important if leaves tend to build up alongside your house or outbuildings. Removing dead vegetation and leaves and exposing bare mineral soil are recommended in a 2-foot-wide perimeter along the foundation of the house. Also, be sure to regularly remove all dead



vegetative matter including grasses, flowers, and leaf litter surrounding your home and any debris from gutters, especially during summer months. Mow the lawn regularly and promptly dispose of the cuttings properly. If possible, maintain a green lawn for 30 feet around your home.

All trees within the safety zone should have lower limbs removed to a height of 6–10 feet. Remove any branches within 15 feet of your chimney or overhanging any part of your roof. Ladder fuels are short shrubs or trees growing under the eaves of the house or under larger trees. Ladder fuels carry fire from the ground level onto the house or into the tree canopy. Be sure to remove all ladder fuels within the safety zone first. The removal of ladder fuels within about 100 feet of the house will help to limit the risk of crown fire around your home. More information about defensible space is provided at <http://www.firewise.org>.

## **FIRE RETARDANTS**

For homeowners who would like home protection beyond defensible space and fire-resistant structural materials, fire-retardant gels and foams are available. These materials are sold with various types of equipment for applying the material to the home. They are similar to the substances applied by firefighters in advance of wildfire to prevent ignition of homes. Different products have different timelines for application and effectiveness. The amount of product needed is based on the size of the home, and prices may vary based on the application tools. Prices range from a few hundred to a few thousand dollars. An online search for "fire blocking gel" or "home firefighting" will provide a list of product vendors. Residents should research and consider environmental impacts of chemicals.

## **ADDRESS POSTING**

Locating individual homes is one of the most difficult tasks facing emergency responders. Every home should have the address clearly posted with numbers at least three inches high. The colors of the address posting should be contrasting or reflective. The address should be posted so that it is visible to cars approaching from either direction.

## **ACCESS**

Unfortunately, limited access may prevent firefighters from reaching many homes in the planning area. Many of the access problems occur at the property line and can be improved by homeowners. First, make sure that emergency responders can get in your gate. This may be important not only during a fire but also to allow access during any other type of emergency response. If you will be gone for long periods during fire season, make sure a neighbor has access, and ask them to leave your gate open in the event of a wildfire in the area.

Ideally, gates should swing inward. A chain or padlock can be easily cut with large bolt cutters, but large automatic gates can prevent entry. Special emergency access red boxes with keys are sold by many gate companies but are actually not recommended by emergency services. The keys are difficult to keep track of and may not be available to the specific personnel that arrive at your home. An alternative offered by some manufacturers is a device that opens the gate in response to sirens. This option is preferred by firefighters but may be difficult or expensive to obtain.

Beyond your gate, make sure your driveway is uncluttered and at least 12 feet wide. The slope should be less than 10%. Trim any overhanging branches to allow at least 13.5 feet of overhead clearance. Also make sure that any overhead lines are at least 14 feet above the ground. If any lines are hanging too low, contact the appropriate phone, cable, or power company to find out how to address the situation.

If possible, consider a turnaround within your property at least 45 feet wide. This is especially important if your driveway is more than 300 feet in length. Even small fire engines have a hard time turning around and cannot safely enter areas where the only means of escape is by backing out. Any bridges must be designed with the capacity to hold the weight of a fire engine.



## **NEIGHBORHOOD COMMUNICATION**

It is important to talk to your neighbors about the possibility of wildfire in your community. Assume that you will not be able to return home when a fire breaks out and may have to rely on your neighbors for information and assistance. Unfortunately, it sometimes takes tragedy to get people talking to each other. Don't wait for disaster to strike. Strong communication can improve the response and safety of every member of the community.

## **PHONE TREES**

Many neighborhoods use phone trees to keep each other informed of emergencies within and around the community. The primary criticism is that the failure to reach one person high on the tree can cause a breakdown of the system. However, if you have willing and able neighbors, particularly those that are at home during the day, the creation of a well-planned phone tree can often alert residents to the occurrence of a wildfire more quickly than media channels. Talk to your neighborhood association about the possibility of designing an effective phone tree.

## **NEIGHBORS IN NEED OF ASSISTANCE**

Ask mobility-impaired neighbors if they have notified emergency responders of their specific needs. It is also a good idea for willing neighbors to commit to evacuating a mobility-impaired resident in the event of an emergency. Make sure that a line of communication is in place to verify the evacuation.

## **ABSENTEE OWNERS**

Absentee owners are often not in communication with their neighbors. If a home near you is unoccupied for large portions of the year, try to get contact information for the owners from other neighbors or your neighborhood association. Your neighbors would probably appreciate notification in the event of an emergency. Also, you may want to contact them to suggest that they move their woodpile or make sure that the propane line to the house is turned off.

## **HOUSEHOLD EMERGENCY PLAN**

A household emergency plan does not take much time to develop and will be invaluable in helping your family deal with an emergency safely and calmly. One of the fundamental issues in the event of any type of emergency is communication. Be sure to keep the phone numbers of neighbors with you rather than at home.

It is a good idea to have an out of state contact, such as a family member. When disaster strikes locally, it is often easier to make outgoing calls to a different area code than local calls. Make sure everyone in the family has the contact phone number and understands why they need to check in with that person in the event of an emergency. Also, designate a meeting place for your family. Having an established meeting site helps to ensure that family members know where to go, even if they can't communicate by phone.

## **CHILDREN**

Local schools have policies for evacuation of students during school hours. Contact the school to get information on how the process would take place and where the children would likely go.

The time between when the children arrive home from school and when you return home from work is the most important timeframe that you must address. Fire officials must clear residential areas of occupants to protect lives and to allow access for fire engines and water drops from airplanes or helicopters. If your area is evacuated, blockades may prevent you from returning home to collect your children. It is crucial to have a plan with a neighbor for them to pick up your children if evacuation is necessary.



## **PETS AND LIVESTOCK**

Some basic questions about pets and livestock involve whether you have the ability to evacuate the animals yourself and where you would take them. Planning for the worst-case scenario may save your animals. An estimated 90% of pets left behind in an emergency do not survive. Don't expect emergency service personnel to prioritize your pets in an emergency. Put plans in place to protect your furry family members.

### **PETS**

Assemble a pet disaster supply kit and keep it handy. The kit should contain a three-day supply of food and water, bowls, a litter box for cats, and a manual can opener if necessary. It is also important to have extra medication and medical records for each pet. The kit should contain a leash for each dog and a carrier for each cat. Carriers of some kind should be ready for birds and exotic pets. In case your pet must be left at a kennel or with a friend, also include an information packet that describes medical conditions, feeding instructions, and behavioral problems. A photo of each pet will help to put the right instructions with the right pet.

In the event of a wildfire you may be prevented from returning home for your animals. Talk to your neighbors and develop a buddy system in case you or your neighbors are not home when fire threatens. Make sure your neighbor has a key and understands what to do with your pets should they need to be evacuated.

If you and your pets were evacuated, where would you go? Contact friends and family in advance to ask whether they would be willing to care for your pets. Contact hotels and motels in the area to find out which ones accept pets. Boarding kennels may also be an option. Make sure your pets' vaccinations are up-to-date if you plan to board them.

Once you have evacuated your pets, continue to provide for their safety by keeping them cool and hydrated. Try to get your pets to an indoor location rather than leaving them in the car. Do not leave your pets in your vehicle without providing shade and water. It is not necessary to give your pets water while you are driving, but be sure to offer water as soon as you reach your destination.

### **LIVESTOCK**

Getting livestock out of harm's way during a wildfire is not easy. You may not be able or allowed to return home to rescue your stock during a wildfire evacuation. Talk to your neighbors about how you intend to deal with an evacuation. If livestock are encountered by emergency responders, they will be released and allowed to escape the fire on their own. Make sure your livestock have some sort of identification. Ideally, your contact information should be included on a halter tag or ear tag so that you could be reached if your animal is encountered.

If you plan to evacuate your livestock, have a plan in place for a destination. Talk to other livestock owners in the area to find out whether they would be willing to board your stock in the event of an emergency. Often in large-scale emergencies, special accommodations can be made at fair and rodeo grounds, but personal arrangements may allow you to respond more quickly and efficiently.

If you do not own a trailer for your horses or other livestock, talk to a neighbor who does. Find out whether they would be willing to assist in the evacuation of your animals. If you do own a trailer, make sure it is in working condition with good, inflated tires and functioning signal lights. Keep in mind that even horses that are accustomed to a trailer may be difficult to load during an emergency. Practicing may be a good idea to make sure your animals are as comfortable as possible when being loaded into the trailer.



## HOUSE AND PROPERTY

Insurance companies suggest that you make a video that scans each room of your house to help document and recall all items within your home. This video can make replacement of your property much easier in the unfortunate event of a large insurance claim. See more information on insurance claims in the "After the Fire" section below.

## PERSONAL ITEMS

During fire season, items you would want to take with you during an evacuation should be kept in one readily accessible location. As an extra precaution, it may be a good idea to store irreplaceable mementos or heirlooms away from your home during fire season.

It is important to make copies of all important paperwork, such as birth certificates, titles, and so forth, and store them somewhere away from your home, such as in a safe deposit box. Important documents can also be protected in a designated firesafe storage box within your home.

## IN THE EVENT OF A FIRE

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### NOTIFICATION

In the event of a wildfire, announcements from the local Emergency Management office will be broadcast over local radio and television stations. Media notification may be in the form of news reports or Emergency Alert System. On television, the emergency management message will scroll across the top of the screen on local channels. The notice is not broadcast on non-local satellite and cable channels.

One good way to stay informed about wildfire is to use a National Oceanic and Atmospheric Administration weather alert radio. The radios can be purchased at most stores that carry small appliances, such as Target, Sears, or Radio Shack. The radio comes with instructions for the required programming to tune the radio to your local frequency. The programming also determines the types of events for which you want to be alerted. The weather alert radio can be used for any type of large incident (weather, wildfire, hazardous materials, etc.), depending on how it is programmed. Local fire personnel can assist with programming if needed.

### WHEN FIRE THREATENS

Before an evacuation order is given for your community, there are several steps you can take to make your escape easier and to provide for protection of your home. When evaluating what to do as fire threatens, the most important guideline is: **DO NOT JEOPARDIZE YOUR LIFE.**

Back your car into the garage or park it in an open space facing the direction of escape. Shut the car doors and roll up the windows. Place all valuables that you want to take with you in the vehicle. Leave the keys in the ignition or in another easily accessible location. Open your gate.

Close all windows, doors, and vents, including your garage door. Disconnect automatic garage openers and leave exterior doors unlocked. Close all interior doors as well.

Move furniture away from windows and sliding glass doors. If you have lightweight curtains, remove them. Heavy curtains, drapes, and blinds should be closed. Leave a light on in each room.

Turn off the propane tank or shut off gas at the meter. Turn off pilot lights on appliances and furnaces.

Move firewood and flammable patio furniture away from the house or into the garage.

Connect garden hoses to all available outdoor faucets and make sure they are in a conspicuous place. Turn the water on to "charge," or fill your hoses and then shut off the water. Place a ladder up against the side of the home, opposite the direction of the approaching fire, to allow firefighters easy access to your roof.



## EVACUATION

When evacuation is ordered, you need to go ***immediately***. Evacuation not only protects lives, it also helps to protect property. Some roads are too narrow for two-way traffic, especially with fire engines. Fire trucks often can't get into an area until the residents are out. Also, arguably the most important tool in the WUI toolbox is aerial attack. Airplanes and helicopters can be used to drop water or retardant to help limit the spread of the fire, but these resources cannot be used until the area has been cleared of civilians.

Expect emergency managers to designate a check-out location for evacuees. This process helps to ensure that everyone is accounted for and informs emergency personnel as to who may be remaining in the community. Every resident should check out at the designated location before proceeding to any established family meeting spot.

A light-colored sheet closed in the front door serves as a signal to emergency responders that your family has safely left. This signal saves firefighters precious time, as it takes 12–15 minutes per house to knock on each door and inform residents of the evacuation.

## AFTER THE FIRE

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### RETURNING HOME

First and foremost, follow the advice and recommendations of emergency management agencies, fire departments, utility companies, and local aid organizations regarding activities following the wildfire. Do not attempt to return to your home until fire personnel have deemed it safe to do so.

Even if the fire did not damage your house, do not expect to return to business as usual immediately. Expect that utility infrastructure may have been damaged and repairs may be necessary. When you return to your home, check for hazards, such as gas or water leaks and electrical shorts. Turn off damaged utilities if you did not do so previously. Have the fire department or utility companies turn the utilities back on once the area is secured.

### INSURANCE CLAIMS

Your insurance agent is your best source of information as to the actions you must take in order to submit a claim. Here are some things to keep in mind. Your insurance claim process will be much easier if you photographed your home and valuable possessions before the fire and kept the photographs in a safe place away from your home. Most if not all of the expenses incurred during the time you are forced to live outside your home could be reimbursable. These could include, for instance, mileage driven, lodging, and meals. Keep all records and receipts. Don't start any repairs or rebuilding without the approval of your claims adjuster. Beware of predatory contractors looking to take advantage of anxious homeowners wanting to rebuild as quickly as possible. Consider all contracts very carefully, take your time to decide, and contact your insurance agent with any questions. If it appears to be a large loss, consider whether you should hire a public adjuster that is licensed by the state department of insurance who will represent and advocate for you as the policyholder in appraising and negotiating the claimant's insurance claim to ensure you get the best outcome and recovery from your insurance company. Most public adjusters charge a small percentage of the settlement that is set by the state and primarily they appraise the damage, prepare an estimate and other claim documentation, read the policy of insurance to determine coverages, and negotiate with the insurance company's claims handler.

### POST-FIRE REHABILITATION

Homes that may have been saved in the fire may still be at risk from flooding and debris flows. Burned Area Emergency Rehabilitation (BAER) teams are inter-disciplinary teams of professionals who work to mitigate the effects of post-fire flooding and erosion. These teams often work with limited budgets and manpower. Homeowners can assist the process by implementing treatments on their own properties as well as volunteering on burned public lands to help reduce the threat to valuable resources. Volunteers



can assist BAER team members by planting seeds or trees, hand mulching, or helping to construct straw-bale check dams in small drainages.

Volunteers can help protect roads and culverts by conducting storm patrols during storm events. These efforts dramatically reduce the costs of such work as installing trash racks, removing culverts, and re-routing roads.

Community volunteers can also help scientists to better understand the dynamics of the burned area by monitoring rain gauges and monitoring the efficacy of the installed BAER treatments.