



2020 PComp Safety Improvement Program Information Sheet

The PComp Safety Improvement Grant Program provides PComp members with financial support to fund loss prevention projects resulting in the reduction of workplace accident frequency and severity.

GRANT POLICY YEAR

PComp members have from January 1 through December 31, 2020 to submit their application(s).

GOALS AND SAMPLE PROJECTS

The PComp Safety Improvement Program supports safety committees and administration by awarding grants to offset the costs of safety improvements to protect employees, assist workers' compensation efforts in reducing accident frequency and severity while enhancing their safety, wellness, and risk management programs. The program is open to all PComp members, both counties and county related entities.

Below are examples of what the PComp Safety Improvement Program grants can be used for:

- Personal safety related equipment for employees.
- Safety training videos or materials that promote safety or good employment practices.
- Equipment or materials that promote regulatory compliance (including ADA compliance).
- Repairs to sidewalks, parking lots and buildings to eliminate unsafe conditions that could result in employee injuries.
- Workplace ergonomic equipment.
- Safety and maintenance equipment (fire extinguishers, smoke detectors, carbon monoxide detectors, emergency lighting, first aid equipment and automated external defibrillators [AEDs]).
- Training or equipment to assist with an internal "train the trainer" programs.
- Establishment and support of wellness programs.

Note: The PComp Safety Improvement Program grants are not intended to be used to pay for annual routine maintenance expenses.

FUNDING

Members can apply up to a total of \$30,000 in funding during each grant policy year. This can be for one or more projects, but the total awarded to a member for all PComp safety improvement grants in the grant policy year cannot exceed \$30,000. A member cannot receive more than 75 percent of their annual premium in grant funds – each member's grant amount is capped at 75 percent of their premium.

NO MATCHING FUNDS REQUIRED FOR GRANTS

The PComp Safety Improvement Grant Program does not require matching funds from members.

TO APPLY

It is a simple process. Complete the 2020 PComp Safety Improvement Program application form and return it to [Keith Wentz](#). Please note the section on the application which asks for the demonstration of need for the project. This is important, and we would like to see the basis for your selection of the project(s) for the grant program. For example, it could be that this is an area where you have had multiple accidents and injuries.

The PComp Loss Control staff ([Maureen McMahon](#), [Andrew Smith](#), [Dennis Cutler](#), [Kelly Kyzer](#) and [Jean Henry](#)) are available to assist your safety committee and/or management with identifying potential grant projects.

Applications will be reviewed by a committee comprised of PComp board members and CCAP Insurance Program staff members. Counties and County related Entities will be notified of approvals. If the committee has questions or concerns about a grant application, they will be forwarded to the applicant by email for clarification.

ONCE APPROVED

If requested, CCAP will provide the PComp Safety Improvement Program grant funds in advance of the start of the project. This will require a copy of the estimate or quote for the cost of the entire project. At the completion of the project, final invoices must be submitted to kwentz@pacounties.org. If the member wants to wait until the project is completed, PComp will reimburse based on the final invoicing for the project.

CONFIRMATION OF EXPENDITURES

Upon completion of the project(s), the County/County Related Entity is required to present written confirmation indicating completion of the project and that funds were utilized as submitted on the application.

QUESTIONS

Questions about the PComp Safety Improvement Program should be directed to Keith Wentz, email: kwentz@pacounties.org or phone (717) 736-4724.



2020
PComp Safety Improvement
Program Grant Application

Please complete and return the application to Keith Wentz, Underwriting and Risk Control Manager, CCAP, PO Box 60769, Harrisburg, PA 17106-0769, or email the completed application to kwentz@pacounties.org.

PComp Member: _____

Contact Person: _____ Title: _____

Email Address: _____

Telephone Number: _____

Total Project(s) Cost: \$ _____ Grant Amount Requested: \$ _____

Please complete the following information.

1. Describe what the PComp Safety Improvement Program grant will be used for (You may attach additional information):

2. Briefly describe how you determined the need for this project:

3. Briefly describe how the PComp Safety Improvement Program grant will result in reducing workplace accident frequency and severity.

4. Attach a cost estimate with supporting documentation.

Signature of Safety Committee Chairperson or Representative required.

Signed: _____
Safety Committee Chairperson/Representative _____ *Date*

Signature required. (For counties: chair of commissioners, chairman of council or county executive. For county related entities: agency executive director or equivalent.)

Signed: _____
_____ *Date*

I, __ (name) _____, of ____ (county) _____, do hereby certify and affirm that all of the grant funds that were received from the Pennsylvania Counties Workers Compensation Trust ("PComp") through its Safety Improvement Program were used in accordance with, and for the projects set forth in, the application for grant funds that was submitted by ____ (county) _____.

I further certify and affirm that this document is true and correct to the best of my knowledge, information and belief.

Signed: _____
Date