

FIRE DEPARTMENT APPLICATION FOR PROVINCE WIDE (P25) RADIOS

About the Application

This application provides the Provincial Radio Communications Office (PRCO) with information about the applicant (fire department and their respective Municipality, Local Service District, or Regional Service Board) and the radio equipment being requested. This information is used to assess eligibility and determine the suitability of the requested equipment.

Upon receipt, PRCO will assess the information provided in this application, as well as additional data available to PRCO, including radio usage reports and 911 call data. PRCO, in consultation with the Fire Services Division, will complete all assessments to make recommendations on radio allocations.

Completing the Application

This is a fillable PDF form that can be completed electronically. Applicants are strongly encouraged to type responses directly into the form to ensure clarity and legibility. Handwritten applications may result in processing delays if information is unclear or incomplete.

Address Requirement:

Please ensure the address provided is the correct shipping address. All approved radio equipment will be shipped to this location.

Application Deadline

Applications will be accepted from **June 1, 2026** to **June 30, 2026**.

Program Scope

This is a one-time funding program available only during the 2026–2027 fiscal period.

Program Administration

PRCO is responsible for administering the program and will provide guidance throughout the application process, if required. This includes:

- Receiving and processing all applications
- Purchasing radio equipment
- Programming and configuring radios
- Shipping equipment to successful applicants

Radio Equipment Available

Applicants may request the following types of radios:

Portable Radio: A handheld, battery-operated radio. Each package includes:

- Radio
- Two batteries
- Antenna
- Single battery charger with adapter
- Remote speaker microphone
- Carrying case

Mobile Radio: A radio installed in a fire department-owned vehicle (dash mount).

Important: Mobile radios may only be installed in fire department-owned vehicles. Installation in personal vehicles is strictly prohibited.

Each kit includes:

- Radio
- Palm microphone
- GPS and RF antenna
- External Speaker
- Power cables
- Mounting brackets

Base Station Radio: A radio unit installed in a fixed location (ex. on a desk in a building).

Each kit includes:

- Radio
- Desk microphone
- Desk stand with external speaker
- Power supply

Note: RF antenna is not included with the Base Station Radio. Additional equipment may be required from the installer to complete installation for mobile and base radios.

Terms and Conditions

All applications must include acceptance of the program's terms and conditions. Applications will be denied if these are not agreed to.

By applying, the fire department and its respective municipality/LSD/RSB agree to the following:

1. Responsibility for all costs and arrangements associated with installing mobile and base radios (if applicable)
2. Responsibility for ongoing costs, including maintenance, repairs, and any additional accessories not included in the radio kit
3. Responsibility for payment of Simplex licensing fees charged by Industry Canada. These fees are charged by the Federal Government for use of conventional frequencies. They are issued once per year and cost approximately \$50 per radio
4. Compliance with all PRCO policies and procedures, including participation in required training related to radio and talkgroup use

Submission Process

Completed applications must be submitted by email to: PRCO@gov.nl.ca

If you require assistance with this application, please contact the Provincial Radio Communications Office via telephone (1-833-696-7726) or email (PRCO@gov.nl.ca).

Approval Process

All applications are subject to final written approval by the Minister. Applicants will be contacted regarding their application at the email address provided in the form attached.

Equipment Delivery

Radio equipment will be purchased after all applications have been received and processed. Delivery may take several weeks following procurement.

Once equipment is received, PRCO will:

- Program and load encryption keys into all radios
- Package and prepare equipment
- Arrange shipment to approved recipients

FIRE DEPARTMENT APPLICATION FOR PROVINCE WIDE (P25) RADIOS

Section I – Fire Department / Municipality / LSD / RSB Information	
Fire Department Name:	
Contact Name:	Position:
Phone:	Email:
Municipality/LSD/RSB Name:	
Contact Name:	Position:
Phone:	Email:
Mailing Address:	
Note: This address will be used to ship radios. Please ensure it is a suitable address for receiving.	
Special Delivery Instructions:	

Section II – Radio Request Information
Supporting Information: <i>Radio quantities approved will be based on an assessment of the criteria below and number of applications received. Please prioritize the radios you are requesting, using “Requested Radio #1” as your first choice, and “Requested Radio #2” as your second choice.</i> <i>Mobile radios must be installed in Fire Department Vehicles only. Installation of radios in personal vehicles is prohibited. Fire Departments/Municipalities are responsible for all costs and arrangements associated with installing Mobile and Base radios. (Estimated installation cost of mobile/base: \$400+)</i> <i>*Portable: A Handheld, battery operated radio unit.</i> <i>*Mobile: A fixed radio unit that is installed in the Fire Department’s vehicle.</i> <i>*Base Station: A fixed radio unit that is installed on a desktop.</i>
Requested Radio #1:
Requested Radio #2:

Section III – Fire Department Response Information	
Does your Fire Department respond to medical calls?	
Yes	No
If yes, indicate the level of medical response provided:	
<i>Limited medical response means the fire department responds only to critical incidents, such as when no ambulance is available or for life-threatening emergencies (e.g., cardiac arrest or an unresponsive patient).</i> <i>Full medical response means the fire department responds to most medical calls within its jurisdiction.</i>	
Does your Fire Department provide highway response outside of your municipal boundary?	
Yes	No
If yes, are you a primary provider of vehicle extrication or support only?	
Does your Fire Department provide emergency response to other communities?	
Yes	No
If yes, please check all that apply:	
Mutual Aid to other municipalities, LSDs, or RSBs Service Agreements with incorporated or unincorporated areas Service Agreements to industrial sites	
Has your Fire Department independently purchased P25 equipment using its own funds?	
Yes	No
If yes, indicate what has been purchased:	
Does your Fire Department currently use and train with P25 radios?	
Yes	No
If yes, provide a brief description of current use levels:	

Additional relevant information:

Section 3: Terms and Conditions

Do you understand and agree that your Fire Department/Municipality/LSD/RSB is responsible for all installation costs and arrangements associated with installing mobile and base radios?

I agree

Do you understand and agree to assume all responsibility and costs associated with radio maintenance, repairs, simplex licenses (charged by Industry Canada), and any additional accessories that are not included with the radio kits?

I agree

Do you agree to follow any policies/procedures and participate in training provided by the Provincial Radio Communications Office regarding the proper use of radios and talkgroups?

I agree

Fire Department Representative
Signature

Date

Municipal/LSD/RSB Representative
Signature

Date

Completed and signed applications must be submitted to PRCO@gov.nl.ca
between June 1st to June 30th, 2026