

Seeking Community Reviewers for Ambulance Service Training and Staffing Grants

The Minnesota Office of Emergency Medical Services (OEMS) distributes funds through competitive grant processes. The upcoming opportunity is promoted as a Requests for Proposal (RFP) that provides funding to eligible ambulance services for certain costs to train ambulance service employees as emergency medical technicians (EMTs) and to staff the ambulance service.

The OEMS is seeking people to volunteer and participate in our grantmaking process by serving as community reviewers who will read and evaluate grant proposals. People with lived experiences as emergency medical personnel and emergency medical services are in a unique position to contribute to our grantmaking process and help to make decisions to distribute this Earn While you Learn grant program for eligible ambulance services across Minnesota.

Beginning in 2025, the OEMS will recruit community members to serve on a grant review panel for the AST&S Earn While You Learn Grant. Reviewers will read and review approximately no more than 10 proposals in a two-week time frame the beginning of November 2025. Proposals are expected to be 5-8 pages in length, with additional supporting documents. Reviewer orientation will be required and provided. All OEMS grant reviewer meetings, orientation, and grant review will take place remotely and online.

Reviewers

- Read, score, and take notes on applications online during the first two-weeks of November.
- Attend a grant review orientation and scoring session remotely to discuss applicant selection.
- Can expect to spend on average, 10-20 hours total, depending on total number of grant proposals submitted.
- Play a crucial role in the grant making process as their scores help determine which applications will be recommended for approval.
- Advance the OEMS commitment to diversity, equity and inclusion in the grantmaking process.

Who can serve?

The OEMS is interested in individuals who have some lived experience and/or background in the areas of emergency medical services or a related area. It is important to us to involve people most affected by disparities in our decision-making process to distribute state funds. The OEMS will give special

consideration to geographic representation from throughout the state, ethnic and racial diversity, veteran status, disability status, and we seek a balance of those with previous experience with people who will bring new perspectives to the grant review process.

Selected reviewers must

- Be a Minnesota resident.
- Have access to a computer with an Internet connection and intermediate computer skills.
- Have experience or background in emergency medical services or a similar area of expertise.
- Be committed to completing all aspects of the grant application review: reading approximately 10 proposals in a two-week period the beginning of November 2025. Proposals are generally 5-8 pages in length, with additional supporting documents.
- Not be an applicant to the AST&S Grant.

What do I do if I am selected?

Upon completion of the grant application reviewer interest form, selected reviewers will confirm their availability and declare conflicts of interest with the grant review coordinator before being assigned to a review team for a specific proposal. The OEMS staff are developing the timeline for the grant RFP. All RFPs will be published on the [Home page / Office of Emergency Medical Services \(OEMS\)](#).

Reviewers will participate remotely in an orientation session and review a set of assigned applications by accessing them online and completing a review form with notes for each applicant.

Why participate as a community reviewer?

Contributing your time as a community reviewer will help ensure that the grantmaking decisions our agency makes are informed by a wide range of perspectives, including people with lived experiences and background in emergency medical services or other related area. If you have an interest in how the state supports licensed ambulance services, this is an opportunity to make a difference.

How can I apply?

The OEMS is using a short application form to learn more about your background, experience, and commitment to equitable outcomes for emergency medical service grants. [Please complete and submit our grant reviewer interest form.](#)

Questions

If you have questions about the community reviewer process, please email [Melanie Riddle](#).