

# OKLAHOMA 9-1-1 MANAGEMENT AUTHORITY

## 2021 GRANT PROGRAM GUIDELINES

### INTRODUCTION

Across the state of Oklahoma, the quality of 9-1-1 services varies greatly. Some PSAPs have deployed the latest technologies while others still work with antiquated equipment, network, mapping and protocols. In order to provide more uniform, high quality 9-1-1 service statewide, the Oklahoma 9-1-1 Management Authority has created a grant program to assist local jurisdictions with funding. The grant program will also be used to develop and deploy a statewide next generation 9-1-1 solution, allowing for full interoperability and shared information and technology. The goal of the grant program is to provide the highest quality of 9-1-1 services to the citizens of Oklahoma.

### GRANT PURPOSE

In 2016, the Oklahoma legislature passed HB3126. This legislation authorizes the Oklahoma 9-1-1 Management Authority (Authority) to administer grants for the purpose of:

1. Assisting public agencies with funding for consolidation of facilities or services;
2. Deployment of Phase II or successor technology;
3. Development of next-generation 9-1-1 regional emergency service networks;
4. Other purposes the Authority deems appropriate and necessary.

### APPLICATION DEADLINE & IMPORTANT DATES (updated)

The grant applications will be accepted and reviewed every 60 days until depletion of funds.

### WHO IS ELIGIBLE TO APPLY?

Only governing authorities of a primary or secondary PSAPs will be eligible to apply for this grant. All applicants must also be an eligible entity of local government or tribal organization as defined in 47 CFR §400.2 to apply for the Oklahoma 9-1-1 Management Authority grant.

Eligible entities include:

1. Primary or Secondary Public Safety Answering Points (PSAPs);
2. City, County, and Tribal Governments;
3. City or County Fire Departments;
4. City or County Law Enforcement Agencies;
5. Councils of Governments (COGs);
6. Public Districts, Public Trusts, and Public Authorities;
7. Other governmental entities that provide 9-1-1 services.

### ELIGIBLE PROJECTS (updated)

The 9-1-1 Management Authority has determined that the following projects will qualify for consideration for grant funding. Funding can be used for the purpose of developing a plan, purchasing equipment, hardware or software, procurement of services to create a final product, or payment of one-time expenses related to the following:

1. Consolidation - Consolidation or virtual consolidation of call centers.

2. NG9-1-1 Deployment - Development or deployment of Next Generation 9-1-1 technology to meet the State NG9-1-1 deployment plan including interoperability needs between NG9-1-1 cores.
3. GIS - Creation, maintenance or improvement of GIS maps to meet or exceed the Oklahoma NG9-1-1 GIS and Addressing Standard as outlined in the State Contract (SW1177), including hardware and software to use the map in call taking.
4. Training - Call Taker training and certification.

### INELIGIBLE EXPENSES\*

The following are **NOT** eligible for funding through the 9-1-1 Management Authority Grant program:

1. Purchase and/or maintenance of radios unless used as a control point in the PSAP.
2. Mobile communications platforms
  - a. repeaters;
  - b. Oklahoma Law Enforcement Telecommunications System (OLETS) interfaces.
3. Construction/capital improvement projects;
  - a. purchase of buildings;
  - b. ongoing operating costs including rent, utilities; and general administrative costs including salaries and wages.
4. Costs associated with any college or university degree, such as tuition, fees, etc.
5. Costs associated with:
  - a. Prizes and awards;
  - b. lobbying expenses;
  - c. fundraising events/expenses;
  - d. grant-writing costs;
  - e. fines and penalties;
  - f. legal or audit fees;
  - g. taxes;
  - h. offsetting of debt;
  - i. food/refreshments for meetings.
6. Purchases or purchase agreements entered into prior to grant award;
7. Costs to operate legacy E9-1-1 or 9-1-1 systems;
8. Costs to operate the NG9-1-1 system after it is fully operational;
9. Independent verification and validation (IV&V) testing for products, services and systems.

*\*This list is not an all-inclusive list, final determinations will be made on a case-by-case basis by the 9-1-1 Management Authority.*

### GRANT FUNDING LIMITATIONS

1. Grant funding is available for one (1) time purchases only. Additionally, the applicant must demonstrate the ability to maintain any data, mapping, addressing, equipment, or other purchase(s) after the grant has ended.
2. After an award has been made and a State and Local Agreement (SLA) has been signed by the OEM Director and the local authorized contact, funds may be expended by the applicant. This

grant is a reimbursement grant. Funds must be expended by the applicant and proper documentation submitted before funds will be reimbursed.

3. Applicants can submit no more than one (1) application per category per fiscal year.
4. No general planning, administration, or promotional activities will be funded.
5. All assets funded by this grant must be located on property either owned by, or leased to, the applicant.

### CURRENT GRANT PRIORITIES (updated)

- Deployment of Next Generation 9-1-1 (NG9-1-1) networks and services;
- GIS data or creation or modification; bringing GIS data into compliance with The State of Oklahoma Geographic Information NG9-1-1 and Addressing Standard (<https://bit.ly/3dj3utW>);
- Consolidation of facilities or services;
- Call Taker Training.

In addition, priority will be given to applicants who can demonstrate that the grant funds will facilitate significant progress toward achieving compliance with the goals established by the Oklahoma 9-1-1 Management Authority Board.

### MATCHING FUNDS REQUIREMENT

A match of 20% of the total project cost is required. The match must be monetary (cash), unless the applicant demonstrates the inability to provide matching funds. No in-kind match will be accepted. Training grants are funded 100% by the Oklahoma 9-1-1 Management Authority, requiring no match by the applicant.

### CONTENT and FORM APPLICATION SUBMISSION

Applying for a grant award under this program is a multistep process. To ensure that an application is submitted on time, applicants are advised to start the required steps well in advance of their submission. Failure to comply with any of required steps before the deadline for submitting the application may disqualify the application from funding. Applications shall be submitted online through EMGrants and contain the following:

1. Completed grant application;
2. Budget sheet;
3. Explanation of proposed method of funding matching requirement;
4. Resolution from the Local Governing Authority;
5. Project schedule;
6. Project narrative, including an explanation of how this project will achieve compliance with the goals and objectives of the Authority;
7. Local 9-1-1 Deployment Plan - if deploying initial E9-1-1 Phase II;
8. Vendor Quote(s);
9. Vendor Brochure(s) (optional).

## APPLICATION REVIEW PROCESS

If the submitted grant application package does not meet the requirements set forth in this document, the grant application will not be considered. Priority will be given to applicants who can demonstrate they have developed an achievable plan to reach and/or maintain compliance with the goals and objectives of the Oklahoma 9-1-1 Management Authority. The decision to award or not to award grant funds is entirely at the discretion of the Oklahoma 9-1-1 Management Authority Board. The Oklahoma 9-1-1 Management Authority grant is a competitive grant and the Authority will award funds after considering, in no particular order, the following factors:

- Availability of local cash match.
- Readiness to proceed with the project.
- Technical feasibility of the project.
- Regionalization or consolidation of facilities or services.
- Degree to which grant funds will assist in achieving or maintaining compliance with goals set forth by the Authority.

The Authority may choose to modify the amount of any grant awarded by either increasing or decreasing the amount requested in the application. The Authority will notify each applicant via EMGrants of the Authority's decision on each application.

## GRANT REIMBURSEMENT (updated)

The 9-1-1 Grant Program is a reimbursement grant. Funds will be reimbursed only with confirmation that invoices have been 100% paid in full.

Documentation required to receive reimbursement includes:

1. copies of the front and back of canceled checks or bank statements;
2. invoices.

★ Applicants generally must have a minimum of \$5,000 in reimbursable expenses in order to request a draw (payment); however, final closeout payments may be less than \$5,000.

For project awards less than \$5,000, applicants must request one draw for the total amount of the project. For project awards of \$5,000 or more, each draw must equal \$5,000 or more.

The Oklahoma 9-1-1 Management Authority office will generally approve draw requests within seven (7) business days.

Please allow time for the State financial office to process payments, which can take up to twelve (12) weeks. Ensuring that you have a registered:

1. EIN Number<sup>1</sup>
2. SAM.gov Code<sup>2</sup>
4. EFT (direct deposit)

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<sup>1</sup> <https://ein.e-tax-filings.com/>

<sup>2</sup> <https://usfcr.com/sam-registration/>

## QUESTIONS

Application forms and instructions are available online at [www.ok.emgrants.com](http://www.ok.emgrants.com).

Questions? Contact the State Grants & Compliance Officer, Karen Douglas at (405) 521-3110 or [karen.douglas@oem.ok.gov](mailto:karen.douglas@oem.ok.gov).

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