# Oklahoma 9-1-1 Management Authority
## 2024 Grant Program Guidelines

## PURPOSE

In 2016, the Oklahoma legislature passed HB 3126. This legislation authorizes the Oklahoma 9-1-1 Management 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 NG911 regional emergency service networks;
4. Other purposes the Authority deems appropriate and necessary.

The goal of the grant program is to provide the highest quality of 9-1-1 services to the citizens of Oklahoma.

## APPLICATION DEADLINES/PERIOD OF PERFORMANCE

Rolling Deadlines: Grant applications may be submitted at any time. Applicants can track the application progress in EMGrants. Typical processing time is 60-90 days. Applications will be accepted until funding is depleted. The period of performance for the 2024 Grant Program is July 1, 2023 – June 30, 2026. Projects must be completed and closed out no later than June 30, 2026.

## WHO IS ELIGIBLE TO APPLY?

Only governing authorities of a primary Public Safety Answering Point (PSAP) will be eligible to apply for this grant as authorized by O.S. §63-2864.5. 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 primary PSAPs including:

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

## ELIGIBLE PROJECTS

The Oklahoma 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. **Geographic Information Systems (GIS)** – Creation, maintenance, or improvement of GIS maps to meet or exceed the OK Geographic Information NG911 and Addressing Standard (https://www.okmaps.onenet.net/address_standards.htm) as outlined in State contract (SW1177), including any hardware and/or software needed.

3. **NG9-1-1 Deployment** – Development or deployment of NG9-1-1 technology to meet the State NG9-1-1 deployment plan.

4. **Training** – Call taker training and certification; 9-1-1 administrator training.

5. **Computer Aided Dispatch (CAD)** – CAD systems that are deployed at a regional level and are GIS centric and are used to transfer and communicate 9-1-1 caller information between PSAPs or the originating PSAP to a secondary PSAP or standalone dispatch center. The chosen CAD must be Emergency Incident Data Object (EIDO) (i3) capable.

6. **Continuity of Operations Plan (COOP)** – Tools and/or technology necessary to mitigate any gaps within COOP necessary to mitigate the downtime in the delivery of 9-1-1 call processing. (PSAP must submit their current COOP to qualify for this category).

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 20% cash match of the total project cost is required for all grants except GIS and Training grants are funded 100% with no match required. No in-kind match will be accepted. The match must be monetary (cash) unless the applicant demonstrates the inability to provide matching funds. GIS grant funding must be used to bring GIS data to the OK Geographic Information NG9-1-1 and Addressing Standard for uploading into the State 9-1-1 repository.

## INELIGIBLE EXPENSES*

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

1. Costs to operate 9-1-1 systems; purchase and/or maintenance of radios unless used as a control point in the PSAP.
2. Mobile communications platforms such as repeaters; OLETS interfaces.
3. Construction/capital improvement projects.
4. Purchase of buildings; building operating costs including rent, utilities.
5. Purchase of vehicles; vehicle maintenance costs.
6. General administrative costs including salaries and wages.
7. Costs associated with any college or university degree, such as tuition, fees, etc.
8. Costs associated with prizes; fundraising events/expenses.
9. Outside of the state of Oklahoma travel expenses (except in rare cases).
10. Grant writer fees.
11. Fines/penalties/taxes; offsetting of debt; legal or audit fees; lobbying expenses.
12. Food/refreshments.

*This list is not all-inclusive, final determinations will be made on a case-by-case basis by the Oklahoma 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. Only after an award has been made and a State & Local Agreement (SLA) has been signed by the OEM Director and the local authorized contact may funds be expended by the applicant.
3. Applicants may submit no more than one (1) application per category per fiscal year.
4. No general planning, administration, or promotional activities will be funded.
5. Assets funded by this grant must located on property either owned by or leased to the applicant or partnering entity.
6. Successful applicants will be required to submit a change request in EMGrants for approval prior to any changes being made to the project.

## GIS GRANT REQUIREMENTS

PSAPs that want to partner with an eligible governing body as defined within these guidelines may also be approved for a grant for GIS remediation services, hardware, software and maintenance.

All GIS applicants are required to use one of the vendors listed on Oklahoma State contract SW1177 that have been vetted by the Oklahoma 9-1-1 Management Authority as a result of competitive bidding. All GIS applications should include a minimum of two quotes from the vendors listed on State contract.

Throughout the duration of the grant, the vendor shall provide monthly written reports to the local PSAP regarding the progress of the mapping project. The progress report will indicate the percent complete of mutually pre-determined milestones and tasks. The following milestones shall be included: assessment, centerline, map point, polygons, validation using the State tool, and upload or delivery of completed work to the state. The vendor's recommended milestones and associated tasks should be included in the vendor's quote. The agency reserves the right to include additional milestones and/or tasks prior to the finalization of a contract. The agency must include this milestone progress information in the required quarterly reports. Final payment is contingent upon all milestones being completed.

GIS applicants are eligible to apply for two (2) years maintenance costs from their state approved vendor. Prior GIS grant awardees that were funded for one (1) year of maintenance costs may apply for one (1) extra year of maintenance funding (for a total of two (2) years maximum). Prior GIS awardees must submit a quote from the same vendor approved in the initial grant award.

## APPLICATION SUBMISSION & AWARD PROCESS

The 9-1-1 grant is a competitive grant. If the submitted grant application package does not meet the requirements set forth in these guidelines, the grant application will not be considered. Failure to comply with any of the required application steps may disqualify the application from funding. Applications shall be submitted online through EMGrants and contain the following:

1. Project narrative, including an explanation of how this project will achieve compliance with the goals and objectives of the Oklahoma 9-1-1 Management Authority;
2. Explanation of proposed method of funding the cash match requirement;
3. Project timeline (milestones);
4. Most recent fiscal year PSAP budget;
5. Resolution from the Local Governing Authority;
6. Vendor Quote(s);
7. Vendor Brochure(s);
8. Local 9-1-1 Deployment Plan – if deploying initial E911 Phase II;
9. **GIS Applications Only** – a signed GIS Memorandum of Understanding between the applicant and the Oklahoma 9-1-1 Management Authority is required if not already on file. All GIS applications must also include a signed commitment from the GIS remediation provider to comply with all technical requirements of state contract SW1177 as stated in its RFP;
10. **Consolidation Applications Only** – consolidation grant applicants must provide the information listed in the Master Plan for Deployment checklist.
11. **Training Grant Applications Only** – training grant applicants must submit a Training Grant Questionnaire found at (www.ok.gov/911) with all Training grant applications.

Grant awards are made solely at the discretion of the Oklahoma 9-1-1 Management Authority. The Authority may choose to modify the amount of any grant request. Each applicant will be notified via EMGrants of the Authority's funding decision for each grant application.

## GRANT REIMBURSEMENT

The 9-1-1 Grant Program is a reimbursement grant. Invoices must be paid up front by the awardee Funds will be reimbursed only with confirmation that invoices have been paid in full. Proof of payment documentation required to receive reimbursement includes: (1) copies of the front **and** back of canceled checks; or bank statements; and invoices.

Applicants generally must have a minimum of $5,000 in reimbursable expenses in order to request a reimbursement (payment); however, final closeout payment 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. Reimbursement requests will generally be processed within seven (7) business days; however, please allow up to twelve (12) weeks to receive payment.

Prior to applying for a grant, please ensure that you have the following: (1) EIN number; (2) updated SAM.gov registration; and (3) a state Vendor Number for EFT direct deposit.

## ONLINE GRANT APPLICATION

To register for access or to log in to the online application system, OEMGrants, go to www.ok.emgrants.com.

### QUESTIONS?
Contact Karen Douglas
9-1-1 Grants & Compliance Officer
karen.douglas@oem.ok.gov
(405) 521-3110

# STATE APPROVED GIS VENDORS

**GEO-COMM, INC**
Ron Helterbrand
Territory Sales Manager
601 W. Saint Germain
St. Saint Cloud, MN 56301
Phone: 320.281.2193
www.geo-comm.com

**DATAMARK/MICHAEL BAKER INT'L**
Robert Murphy
AVP, Director of Business Development
2316 Killearn Center Boulevard
Tallahassee, FL 32309
Phone 412.512.4407
www.datamarkgis.com

**GEOGRAPHIC TECHNOLOGIES GROUP**
James Kelt
Vice President
1009 Turner Drive
Longview, TX 75601
Phone: 888.757.4222 ext 156
www.geotg.com

**SAM (Formally R&S DIGITAL SERVICE)**
Bruce Hardesty
Business Development Manager
1920 A 24th Street
Great Bend, KS 67530
Phone: 620.792.6171
www.sam.biz

**INTRADO LIFE & SAFETY, INC**
Val Taylor
Senior Account Executive
2347 Pigeon Hill Road
McMinnbill, TN 37110
Phone: 512.754.1903
www.intrado.com

**SPATIAL DATA RESEARCH**
Penny Knight
Vice President
PO Box 684
Olathe, KS 66051
Phone: 800.238.1911, ext 701
www.sdrmaps.com