

**MASSACHUSETTS
STATE INTEROPERABILITY EXECUTIVE COMMITTEE**

**Special Conditions for Information Sharing Grants
Version 1.1 –October 2010**

Information sharing is defined as, “**Making information available to participants (people, processes, or systems).**” Proposals with an information sharing component must meet the following conditions:

1. **Agreement to Contribute Data to State Systems or Repositories.** Where applicable, grantees will be required to contribute data to the existing statewide system or repositories. The following is the list of statewide systems and repositories:
 - Criminal Justice Information System (CJIS): (inmate data – state and county)
 - Mass State Police Identification Section: (ten print arrest fingerprint cards and mug shots)
 - Statewide Information Sharing System (SWISS): (police incident data)
 - CopLink: (police and custodial records management systems data)
 - Mass-Gangs: (gang intelligence data)

Applicants must include in their application (narrative and budget) the costs – that are allowable under the respective grant program - associated with meeting the following five (5) general requirements to contribute data to the applicable statewide system or repository.

1. Assign internal resources and/or hire resources to develop, test, and implement the functional and technical requirements;
2. Procure the required software and hardware;
3. Conduct acceptance testing;
4. Sign-off on acceptance testing; and
5. Assign internal resources and/or hire resources to maintain the technical environment.

Contact the Executive Office of Public Safety and Security Office of Technology and Information Service (OTIS) if additional information is required.

2. **National Information Exchange Model (NIEM) Conformance.** Applicants applying for grant funds to develop new data exchanges must commit to developing these exchanges incorporating the NIEM data exchange standards. Applicants must include in the narrative of the grant application a description of how the project will achieve NIEM conformance. For additional information on NIEM, please visit www.niem.gov In addition, the IJIS Institute Public Safety Technical Standards Committee (IPSTSC) has published [NIEM Conformance for RFPs](#) for public safety practitioners who are making decision with regards to procurement of public safety computer systems that have information sharing requirements with other systems.
3. **Commonwealth of Massachusetts Enterprise Technical Reference Model-Service Oriented Architecture (ETRM v.5.0).** State agencies or organizations under the Executive Branch must comply with the latest published ETRM standards if applicable. These standards may be accessed at www.mass.gov/itd/etrm.
4. **Commonwealth of Massachusetts Web Accessibility Standards.** Grant applications that propose to implement Internet or Intranet based web-browser interfaces must conform to the Commonwealth’s Web Accessibility Standards. These standards may be accessed at <http://www.mass.gov/itd/webaccessibility>

5. **Security Policies and Standards.** If an information sharing or data exchange project proposes the sharing or exchanging of Criminal Offender Record Information (CORI) data as defined in Massachusetts General Law Chapter 6 Section 168-172, the applicant and all participants within the project must ensure that all systems conform to the standards set forth in the FBI *CJIS Security Policy v 4.5*. The *CJIS Security Policy* is considered to be Sensitive but Unclassified (SBU) material and can be obtained by authorized criminal justice agencies by contacting the Massachusetts CJIS Support Unit at cjis.support@chs.state.ma.us. Additionally, applicants should review and follow the Commonwealth's Enterprise Security Standards where applicable. These standards may be accessed at www.mass.gov/itd.
6. **Executive Order 504.** Executive Branch agencies are required to adhere to [Executive Order 504](#).

Questions regarding the Special Conditions for Information Sharing Grants should be directed to the Executive Office of Public Safety and Security (EOPSS) Office of Technology and Information Services (OTIS) by email at curtis.wood@state.ma.us or by phone at 617.274.5512.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above conditions.

Authorized Signature

Date

Print Signatory Name

Title

Organization

Project Name