

Commonwealth of Massachusetts

**Executive Office of Public Safety and Security
State 911 Department**



**Public Safety Answering Point and Regional Emergency Communication Center
Support and Incentive Grants
Guidelines and Application Package
Fiscal Year 2018**

**Charles D. Baker
Governor**

**Daniel Bennett
Secretary, Executive Office of Public Safety and Security**

**Frank Pozniak
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www.mass.gov/e911**

**All applications shall be mailed or hand delivered.
No applications will be accepted via fax or email.
All applications shall be received by 5:00 P.M. on Friday, February 2, 2018.**

WHAT'S NEW for the Fiscal Year 2018 State 911 Department PSAP and RECC Support and Incentive Grants

- Application deadline of February 2, 2018 (pp. 1, 12).
- \$24,289,295 allocated to grant for Fiscal Year 2018 (p. 6).
- For regional PSAPs serving 2 municipalities, .75 of 1 percent of the total surcharge revenues of the previous fiscal year (p. 7).
- For RECCs, 7 per cent of the total surcharge revenues of the previous fiscal year (p. 7).
- Call Volume Year 2015 is used. Grantees that would be adversely impacted by a decrease in call volume will receive the allocation equivalent to their Fiscal Year 2017 award (p. 7).
- Additional support grant funding awarded for accepting wireless 911 calls directly (pp. 6-7).
- Extension requests shall be submitted by March 30, 2018 (p. 11).
- No blank pages shall be submitted. The application shall not be double sided (p. 12).
- Applicants shall submit a budget (current and prior fiscal year) and an organizational chart (p. 12).
- Year end budget modifications shall be submitted by March 31, 2018 (p. 14).
- All reimbursement requests shall be submitted within three (3) months of the contract end date. (p. 15).

I. Introduction

Governor Charles D. Baker, Secretary, Executive Office of Public Safety and Security Daniel Bennett, and Executive Director of the State 911 Department Frank Pozniak are pleased to announce the availability of funding for the State 911 Department Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Grant Programs.

The State 911 Department is a department within the Executive Office of Public Safety and Security and is responsible for administering the State 911 Department Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Grant Programs. The Department invites eligible entities to submit applications for grant funds under the State 911 Department Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Grant programs. All information needed to apply, including program guidelines, is contained in these guidelines and application package.

The following guidelines have been developed for the State 911 Department Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Grants and are applicable for Fiscal Year 2018.

The guidelines and funding levels will be reviewed annually by the State 911 Department and are subject to change, with State 911 Commission approval, with each funding cycle.

The Fiscal Year 2018 Grant will begin on July 1, 2017 and run through June 30, 2018. The “Effective Date” of the individual awards shall be determined in accordance with the Commonwealth Terms and Conditions. **Except as expressly authorized herein, there shall be no reimbursement for costs incurred prior to the Effective Date of the Contract and all goods and services SHALL be received on or before June 30, 2018.** The State 911 Department is unable to guarantee funding for reimbursement requests received more than three (3) months after the close of the fiscal year under which costs were incurred.

II. Definitions

Throughout this document and related application, the following words shall, unless the context clearly requires otherwise, have the following meanings:

Commission: the State 911 Commission.

Commonwealth: the Commonwealth of Massachusetts.

Computer Aided Dispatch or CAD: a computer-based system intended to increase the efficiency and accuracy of public safety call handling and dispatching.

Coordination: assignment or request for assignment of police, fire, emergency medical resources or any combination thereof, from multiple jurisdictions to a specific incident or incidents.

Customer Premises Equipment or CPE: enhanced 911 call processing equipment located at a PSAP.

Department: the State 911 Department.

Dispatch: upon receipt of a telephone, radio, alarm signal or other request for emergency services, provide a decision as to the proper action to be taken and directly select, identify and assign a specific police, fire, emergency medical resource or resources, or any combination thereof to respond to such request for service.

Enhanced 911 Fund: the fund established under M.G.L. c. 10, section 35JJ.

Enhanced 911 Service: a service consisting of communication network, database and equipment features provided for subscribers or end users of communication services enabling such subscribers or end users to reach a PSAP by dialing the digits 911, or by other means approved by the department, that directs calls to the appropriate PSAPs based on selective routing and provides the capability for automatic number identification and automatic location identification.

Enhanced 911 Telecommunicator: individual who acts in the capacity of an enhanced 911 call taker.

Electrostatic Discharge or ESD: sudden and momentary electric current that flows between two objects that are at different electrical potentials.

Executive Director: the executive director of the State 911 Department.

Governmental Body: a state board, committee, special committee, subcommittee or commission, however created or constituted within the executive or legislative branch of the commonwealth or the governing board or body of any authority established by the general court to serve a public purpose in the commonwealth or any part thereof; a board, commission, committee or subcommittee of any district, city, region or town, however elected, appointed or otherwise constituted, and the governing board of a local housing, redevelopment or similar authority, provided that such entity currently operates a PSAP or RECC or seeks approval from the Department to operate a PSAP or RECC.

Grantee: an eligible applicant that has contracted with the State 911 Department to receive funds under the State 911 Department Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Grant Programs. Only governmental bodies and municipalities are eligible to be grantees.

Jurisdiction: A municipality, the Massachusetts Development Finance Agency, or any other agency or entity established by legislation to carry out similar municipal purposes and powers as the Massachusetts Development Finance Agency.

Limited Secondary PSAP: a PSAP equipped, at a minimum, with automatic number identification and automatic location identification display or printout capability. It receives 911 calls only if transferred from the primary PSAP. Data sent to a limited secondary PSAP cannot be re-routed to another location and may not necessarily be transmitted simultaneously with the voice call.

Municipality: Any city or town within the Commonwealth.

Primary PSAP: a PSAP equipped with automatic number identification and automatic location identification displays, and is the first point of reception of a 911 call. It serves the municipality in which it is located.

Private Safety Department: an entity, except for a municipality or public safety department that provides emergency police, fire, ambulance or medical services.

Program: the State 911 Department Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Grants Program.

Public Safety Answering Point or PSAP: a facility assigned the responsibility of receiving 911 calls, and as appropriate, directly dispatching emergency response services or transferring or relaying emergency 911 calls to other public or private safety agencies or other PSAPs.

Public Safety Department: a functional division of a municipality or a state that provides firefighting, law enforcement, ambulance, medical or other emergency services.

Radio Console: the control panel or interface comprised of hardware, including common control hardware, and software components used to monitor, control, and integrate multiple public safety radios or radio systems by a dispatcher in a PSAP using a common microphone, speaker and user interface. This does not include any radio system components.

Radio Systems: base station, portable and mobile radios and related components, including but not limited to, antennas, antenna towers, amplifiers, receivers, and repeaters.

Regional Dispatch: providing dispatch services for two or more public safety departments that serve two or more jurisdictions.

Regional Emergency Communication Center or RECC: a facility operated by or on behalf of 2 or more municipalities or governmental bodies, or combination thereof, as approved by the Department, that enter into an agreement for the establishment and provision of regional dispatch and coordination of emergency services for all such municipalities or governmental bodies including, but not limited to, a regional PSAP that provides enhanced 911 service and police, fire protection, and emergency medical services dispatch, including services provided by a private safety department. The regional PSAP portion of the center shall be equipped with automatic number identification and automatic location identification displays, as approved by the department, and is the first point of reception of a 911 call.

Regional PSAP: a PSAP operated by or on behalf of 2 or more municipalities or governmental bodies, or combination thereof, approved by the Department, for the operation of enhanced 911 call taking and call transfer activities. A regional PSAP may also be engaged in, by agreement, the dispatching or control of public safety resources serving some or all of the municipalities or governmental bodies that comprise the regional PSAP, including where services are provided by a private safety department. If the regional PSAP serves all such municipalities or governmental bodies for the operation of enhanced 911 call taking and call transfer activities and dispatch services including where some dispatch services are provided by a private safety department, it shall be considered a regional emergency communication center. The regional PSAP shall be equipped with automatic number identification and automatic location identification displays, as approved by the department, and is the first point of reception of a 911 call.

Regional Secondary PSAP: a facility operated by or on behalf of 3 or more municipalities or governmental bodies, or a combination thereof, approved by the Department, that enter into an agreement for the establishment and provision of regional dispatch and coordination of either police, fire protection or emergency medical services, or any combination thereof. A regional secondary PSAP is equipped with automatic number identification and automatic location identification displays. It receives 911 calls only when transferred from a primary or regional PSAP or on an alternative routing basis when calls cannot be completed to the primary or regional PSAP.

Ringling PSAP: a PSAP equipped for receipt of voice communications only, and may not operate 24 hours each day. It receives 911 calls that are transferred from the primary PSAP.

Salary: compensation paid to full-time and part-time employees to include straight time, overtime, contract differentials, sick, vacation, and personal leave; associated fringe benefits and/or indirect costs as applied by a municipality or the Commonwealth. Salary does not include contractual reimbursements prior to the contract effective date, lump sum payments (e.g., lump sum educational incentive payments, longevity payments, etc.), buy-outs and/or extended sick, extended vacation, or extended personal leave.

Secondary PSAP: a PSAP equipped with ANI and ALI displays. It receives 911 calls only when they are transferred from the primary PSAP or on an alternative routing basis when calls cannot be completed to the primary PSAP.

Wireless State Police PSAP: a state police facility assigned the responsibility of primarily or entirely receiving wireless 911 calls and, as appropriate, directly dispatching emergency response services or transferring or relaying emergency 911 calls to other public or private safety departments or other PSAPs.

Wireline Enhanced 911 Service: service provided by a wireline carrier that connects a subscriber dialing or entering the digits 911 to a PSAP.

III. Eligibility

A. Support Grant

Primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs are eligible to participate in the Program and are eligible to receive support grant funding.

For Fiscal Year 2018, \$24,289,295 of the total surcharge revenues of the previous fiscal year shall be allocated to the support grant awards.

Support grant awards shall be disbursed according to a formula that weighs both 911 call volume and population served.¹

Primary PSAPs that accept wireless 911 calls directly shall receive additional support grant funding as follows:²

Population Served	Funding Amount
0-25,000	\$12,500
25,001-50,000	\$25,000
50,001-100,000	\$50,000
100,001 or greater	\$75,000

¹ 2015 Call Volume and 2010 U.S. Census will be utilized for Fiscal Year 2018. For Fiscal Year 2018, awards will be adjusted so that awardees negatively impacted by a decrease in call volume will receive the allocation equivalent to their Fiscal Year 2017 award.

² The primary PSAP shall accept wireless 911 calls for all communities served.

Existing regional PSAPs and RECCs that accept wireless 911 calls directly shall receive additional support grant funding as follows³:

Population Served	Funding Amount
0-25,000	\$25,000
25,001-50,000	\$50,000
50,001-100,000	\$100,000
100,001 or greater	\$150,000

A complete listing of eligible award amounts by PSAP can be found in Appendix A- Award Amounts by PSAP.

B. Incentive Grant

In addition to amounts allocated as part of the above support grant, existing regional PSAPs and RECCs are eligible to receive additional incentive grant funding through the Program based on the following allocation formula:

- i) for regional PSAPs serving 2 municipalities, .75 of 1 percent of the total surcharge revenues of the previous fiscal year;
- ii) for regional PSAPs serving 3 to 9 municipalities, 1 percent of the total surcharge revenues of the previous fiscal year;
- iii) for regional PSAPs serving 10 or more municipalities, 1½ percent of the total surcharge revenues of the previous fiscal year; and
- iv) for regional emergency communication centers, 7 per cent of the total surcharge revenues of the previous fiscal year.

Funds shall be disbursed according to a formula that weighs both 911 call volume and population served.¹ A listing of the allocations available under the incentive grant by category i to iv above can be found in Appendix A- Award Amounts by PSAP.

Existing regional PSAPs and RECCs that expand by adding at least one (1) additional PSAP shall be eligible to apply for funds to be allocated based on the population formula set forth in the chart below. Such additional grant funding shall be, for each PSAP that is added to the applicant or after January 1, 2015, the greater of: the amount that would otherwise have been allocated to the applicant for the fiscal year, pro-rated to allow for funding for the remainder of the grant cycle, for the addition of the PSAP(s), or the dollar amount set forth in the chart below.

Increase in Population Served ⁴ (per PSAP added)	Funding Amount/ RECCs	Funding Amount/ Regional PSAPs
0-25,000	\$25,000	\$12,500
25,001-50,000	\$50,000	\$25,000
50,001-100,000	\$75,000	\$37,500
100,001 or greater	\$100,000	\$50,000

³ The RECC/regional PSAP shall accept wireless 911 calls for all communities served.

⁴ 2010 U.S. Census will be utilized.

The percentages in clauses i to iv, inclusive, and the percentages of the total amounts allocated to each grantee eligible within such clauses i through iv may be adjusted by the State 911 Commission to ensure a proper allocation of incentive funds as more regional PSAPs and RECCs are added.

The amount allocated to a grantee or grantees under the Support and/or Incentive Grants may be adjusted or capped. In addition, should the status and/or dynamic of a primary PSAP, regional PSAP, RECC or regional secondary PSAP change during this funding cycle, the State 911 Department may take the following actions:

- Should a primary PSAP, regional PSAP, RECC, or regional secondary PSAP cease to exist, said PSAP will no longer be eligible for funding under the Support and/or Incentive Grants. The contract shall be terminated immediately;
- Should a primary PSAP, regional PSAP, RECC, or regional secondary PSAP increase its capacity through consolidation with another PSAP(s) or accepting wireless 911 calls directly, the State 911 Department will re-calculate the eligible award amount taking into account the increased population and call volume and, if applicable, the charts above, or an amount determined by the State 911 Department. This new allocation would then be off-set by the funding already received and the difference would be pro-rated to allow for funding for the balance of the grant cycle.
- The State 911 Department may limit allowable expenses and/or approved categories of expenses for a PSAP that is regionalizing.

IV. Purpose

Funding for the State 911 Department Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Grants comes from a portion of revenues received pursuant to M.G.L. Chapter 6A, Section 18H. The purpose of the State 911 Department Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Grants is to assist PSAPs and RECCs in providing enhanced 911 service and to encourage the development of regional PSAPs, regional secondary PSAPs, and RECCs.

V. Use of Funding

Grantees may only use grant funds for the purposes listed below. Use of all grant funding shall be: (a) related to the provision of enhanced 911 service; and (b) approved by the State 911 Department. Funds shall not be used for any equipment, personnel or services that are not directly related to the provision of enhanced 911 service. The State 911 Department reserves the right to reject the funding of items that are equivalent to items that have been purchased with State 911 Department grant funds and are still within their industry standard accepted shelf lives. Additionally, the State 911 Department reserves the right, consistent with these guidelines, to provide or deny funding for types or classes of items that have been permitted or denied in prior grant cycles.

The State 911 Department will allow funding for the purchase or lease of equipment and for debt service on equipment, including without limitation, principal and interest payments on loans, notes, and bonds. The State 911 Department will allow grantees to assign lease, debt service, and/or or incremental purchase costs to this grant. However, any and all funding requested under this grant program shall be for goods and/or services received. Funding will not be disbursed for obligations made without receipt

of goods/services. The State 911 Department makes no guarantee of funding from year to year and does not assume any obligation, as guarantor or otherwise, under any purchase, lease, or debt instrument.

Allowable Expenses

Unless otherwise noted, primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs shall be eligible to receive reimbursement of allowable expenses related to the categories below. Primary PSAPs, regional PSAPs, and RECCs who transfer 911 calls to a secondary PSAP or when 911 calls are routed to a secondary PSAP on an alternative routing basis may be reimbursed for the allowable expenses of such secondary PSAP. Funding shall not be available for expenses of a ringing PSAP or a limited secondary PSAP, except where such limited secondary PSAP is the certified emergency medical dispatch resource for the PSAP.

A. Enhanced 911 Telecommunicator Personnel Costs – to defray the costs of salary for enhanced 911 telecommunicator personnel, including enhanced 911 telecommunicators who are emergency communications dispatchers or supervisors. In order to be eligible for such funding, a grantee shall show that the personnel costs to be reimbursed: (1) cover only personnel who are trained and certified as an enhanced 911 telecommunicator in accordance with the requirements of the State 911 Department, or are in the process of obtaining such certification, in accordance with the requirements of the State 911 Department; and (2) except as otherwise approved by the State 911 Department, are solely for hours in which such personnel are working in the capacity of an enhanced 911 telecommunicator as their primary job function. Reimbursement may be allowed for straight time costs for on the job training for new telecommunicators who are in the process of obtaining certification as an enhanced 911 telecommunicator, in accordance with the requirements of the State 911 Department. Reimbursement for personnel costs related to training may be allowed only for training courses that have been approved by the State 911 Department under the Fiscal Year 2018 State 911 Department Training Grant, or with the prior written approval of the State 911 Department. Reimbursement for personnel costs for individuals who have other primary job duties not directly related to enhanced 911 service, such as firefighters or police officers who may occasionally be assigned PSAP enhanced 911 telecommunicator duty, may be allowed only for the documented hours in which the employee is acting primarily in the capacity of an enhanced 911 telecommunicator. For example, if a police officer or firefighter is assigned to work as an enhanced 911 telecommunicator 1 day a week, funding from these grants may only be used to cover the portion of such firefighter or police officer's salary for the 1 day a week that he or she is assigned to enhanced 911 telecommunicator duty. Funding awarded through these grants shall be assigned to specific identified personnel, and the funding shall be applied to the personnel costs associated with such specific identified personnel.

All wage reimbursements authorized under this Program shall be allocated by the grantee in adherence with applicable collective bargaining agreements. However, the State 911 Department is not bound by or required to adhere to grantee collective bargaining agreements when determining allocations or reimbursements.

Certified enhanced 911 telecommunicators for whom reimbursement requests are submitted shall be identified on the Personnel Costs form contained in the Application Package. A PSAP may add a certified enhanced 911 telecommunicator following the award of the grant by submitting a request to 911DeptGrants@state.ma.us. Said request shall contain the information noted on the Personnel Costs form contained in the Application Package and shall provide documentation of the required certifications received from attendance at courses hosted by an entity other than the State 911 Department. The State 911 Department will review the request and advise, in writing, whether or not the request has been approved.

- B. Heat, Ventilation, Air Conditioning and Other Environmental Control Equipment** – to defray costs associated with the acquisition and maintenance of heat, ventilation and air-conditioning equipment and other environmental control equipment. Such funds may only be used to purchase, install, replace, maintain, operate and/or upgrade such equipment used in the physical space used for the provision of enhanced 911 service.
- C. Computer-aided Dispatch Systems** – to defray costs associated with the purchase, installation, replacement, maintenance and/or upgrade of CAD hardware and software used by emergency communication dispatchers, call takers, and 911 operators in primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs to initiate public safety calls for service and dispatch, and to maintain the status of responding resources in the field. Funds may be used for mobile devices that are linked to a CAD system. Primary PSAPs may not use funding for records management systems, whether or not part of a CAD system. Regional PSAPs and RECCs may apply for funding for records management systems.
- D. Radio Consoles** – to defray costs associated with the purchase, installation, replacement, maintenance, and/or upgrade of radio consoles to be used at primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs. Such funds may only be used to purchase, install, replace, maintain, and/or upgrade such radio consoles used in the physical space used for the provision of enhanced 911 service. All radio consoles shall comply with EOPSS Statewide Interoperability Emergency Committee (“SIEC”) special conditions, as may be amended from time to time. The State 911 Department will submit requests for such funding to the SIEC and/or the Statewide Interoperability Coordinator (“SWIC”) for review and confirmation that the requested item(s) comply with the SIEC special conditions. The SIEC special conditions are available at: <http://www.mass.gov/eopss/docs/ogr/homesec/sdsiecspecialconditionsradiofrequenciesdec09.pdf>. Questions relating to the SIEC special conditions should be directed to the SWIC. You may e-mail the SWIC at MA.SWIC@state.ma.us.
- E. Console Furniture and Dispatcher Chairs** – to defray costs associated with the purchase, installation, replacement, maintenance, and/or upgrade of console furniture and dispatcher chairs necessary for enhanced 911 telecommunicators working at primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs to perform their jobs effectively and in an ergonomically appropriate manner. Such funds may only be used to purchase, install, replace, maintain, and/or upgrade such console furniture and dispatcher chairs, including shelving, storage cabinets, and rotary resource files, used in the physical space used for the provision of enhanced 911 service.
- F. Fire Alarm Receiving and Alerting Equipment Associated with Providing Enhanced 911 Service**– to defray costs associated with the purchase, installation, replacement, maintenance, and/or update of fire alarm receiving and alerting equipment used at primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs. Funding may be used to purchase, install, replace, maintain, and/or update systems used by such PSAPs to alert remote station personnel of emergency responses, including hardware and components installed within remote station locations. Funding for street or structure based cable or radio fire alarm boxes and related hardware is not permitted.
- G. Other Equipment and Related Maintenance Associated with Providing Enhanced 911 Service** – to defray costs associated with the purchase, installation, replacement, and/or maintenance of other equipment used in the physical space used for the provision of enhanced 911 service, except as otherwise approved by the State 911 Department, based on supporting documentation that the physical space used for the provision of enhanced 911 service is inadequate

to house the equipment, or except as otherwise approved by the State 911 Department based on supporting documentation. Funding may be used for, but is not limited to: support technology (such as printers, headsets, and call recorders); supplies (such as disc and printer cartridges); hardware and support costs (excluding monthly recurring telephone service costs) for telephones; acoustic wall and/or ceiling coverings; ESD-resistant flooring; lighting; and security equipment used for securing access to the PSAP to prevent entry by the public or unauthorized personnel.

H. Regional PSAPs and RECCs ONLY:

Public Safety Radio Systems – to defray costs associated with the acquisition and maintenance of radio systems (including circuit costs for connectivity) used for police, fire, emergency medical services, and/or emergency management communications. All radio systems shall comply with EOPSS Statewide Interoperability Emergency Committee (“SIEC”) special conditions, as may be amended from time to time. The State 911 Department will submit requests for such funding to the SIEC and/or the Statewide Interoperability Coordinator (“SWIC”) for review and confirmation that the requested item(s) comply with the SIEC special conditions. The SIEC special conditions are available at:

<http://www.mass.gov/eopss/docs/ogr/homesec/sdsiecspecialconditionsradiofrequenciesdec09.pdf>

Questions relating to the SIEC guidelines should be directed to the SWIC. Send email to MA.SWIC@state.ma.us.

Only Regional PSAPs and RECCs are eligible for funding in this category.

I. Regional Secondary PSAPs ONLY:

Regional Secondary PSAP 911 Customer Premises Equipment Maintenance – to defray costs associated with maintaining PSAP 911 customer premises equipment. ONLY regional secondary PSAPs are eligible for funding in this category.

(The Department assumes the responsibility of all costs for maintenance of CPE at all primary PSAPs and regional PSAPs and RECCs). Note: Regional Secondary PSAPs are eligible for the purchase, installation and/or upgrade of CPE equipment under the State 911 Department Regional PSAP and Regional Secondary PSAP and RECC Development Grant.

All goods and services SHALL be received on or before June 30, 2018 to be eligible for reimbursement under the Fiscal Year 2018 State 911 Department Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Grants.

The State 911 Department may grant an extension, not to exceed sixty (60) days from the end of the contract period, for the receipt of goods and services after June 30, 2018 if the grantee demonstrates to the satisfaction of the State 911 Department that the goods and services will not be received on or before June 30, 2018 solely as the result of the vendor’s inability to deliver such goods and services, through no fault of the grantee, on or before June 30, 2018. Any request for an extension shall be made on or before March 30, 2018 and shall be supported by appropriate documentation. Failure to request an extension on or before March 30, 2018 may result in denial of said request and denial of reimbursement for any and all costs associated with goods/services not received on or before June 30, 2018.

All technology or telecommunications related goods or services must be compliant with applicable laws, rules, regulations, and standards. Grantees shall specify that they have referenced www.mass.gov/accessibility, www.access-board.gov, the Massachusetts Architectural Access Board

regulations at www.mass.gov/aab, and the Massachusetts Office on Disability standards and best practices at www.mass.gov/mod/ADACoordinators.html to determine what laws, rules, and standards apply and what efforts they have made to ensure specific compliance therewith. Failure to make adequate ascertainment of compliance will result in denial of funding for the requested goods or services.

VI. Application Process

All applicants shall submit to the State 911 Department one (1) original, including budget worksheet and detail narrative, supporting documentation, a fully executed Commonwealth of Massachusetts Contract Authorized Signatory Listing, including notary page(s) and completion of the highlighted areas of the Commonwealth's Standard Contract Form signed by an authorized signatory for the grant.

In addition, all applicants shall submit, with their grant application, a copy of the current fiscal year and previous fiscal year's detailed Departmental budget supporting the applicant as well as an organizational chart that clearly defines all positions. Submissions must be detailed by line item showing all operational costs, including salaries and related overtime in support of running the operations. All funding sources, including 911 funds, must be included in this submission.

Budget Worksheet and Detail Narrative:

- Use the worksheet provided to summarize the amounts planned to be spent in each category.
- Use the narrative section to explain, in detail, the basis of the funding in each category. Be as specific as possible and include quotes, brand names and model numbers where applicable and available. For example, if the grantee has \$1,000.00 in the "furniture, chairs" column, the grantee shall justify the computation of that budget item in the narrative such as "4 Acme model EZ dispatch chairs at \$250.00 per chair."

PLEASE DO NOT SUBMIT BLANK PAGES FOR WHICH NO FUNDING IS REQUESTED.

THE APPLICATION SHALL NOT BE DOUBLE SIDED.

All applications must be signed and submitted by an authorized signatory of the applicant.

All applications shall be mailed or hand-delivered to the address below. No applications will be accepted via fax or email. Original signatures are required.

**State 911 Department
151 Campanelli Drive, Suite A
Middleborough, MA 02346**

**ALL GRANT APPLICATIONS MUST BE RECEIVED BY THE STATE 911 DEPARTMENT
NO LATER THAN 5:00 P.M. ON FRIDAY, FEBRUARY 2, 2018.**

The State 911 Department reserves the right, in its sole discretion, to extend the application deadline.

VII. Grant Review and Selection Process

The State 911 Department staff will review all applications and make selection recommendations to the Executive Director or his designee. The State 911 Department staff will use its best efforts to review

grant applications and to take the following action within fifteen (15) business days of receipt of the grant application: 1) request additional information from the applicant in the event that the grant application is not complete; 2) recommend approval of the grant; or 3) recommend denial of the grant, in part or in its entirety. If the State 911 Department staff determines, based upon its review of the grant application, that the grant application is not complete, the State 911 Department will notify the applicant by telephone and/or e-mail of the need to provide additional information and will notify the applicant that such additional information shall be provided to the State 911 Department staff in order to complete the application. If the applicant fails to provide the requested information necessary to complete the application, the State 911 Department may consider the application closed and return the application to the applicant. If the application is closed and returned to the applicant, the applicant may resubmit the application, in which case the application will be considered a new application, and the review period will begin again.

Any denial of a grant application, in whole or in part, may be appealed to the Executive Director, or his designee, with supporting documentation. The Executive Director will use his best efforts to respond to the appeal within five (5) business days. All decisions of the Executive Director are final.

The State 911 Department reserves the right, in its sole discretion, to modify or extend any of the above timelines.

Adherence to the conditions detailed within the grant application package and other factors will be considered. These factors include:

- A reasonable, properly completed budget and application; and
- Applicant's adherence to grant guidelines and reporting requirements.

VIII. Grant Funding Process

Upon completion of the grant review process, the State 911 Department will enter into contracts with approved applicants. As of the effective date of the contract, the grantee can incur costs and seek reimbursement from the State 911 Department, provided that all award conditions have been satisfied.

In addition:

- Please note that funding under the State 911 Department Support and Incentive Grant shall not be awarded until the Grantee has received the State 911 Department's written approval of the Grantee's PSAP/RECC Annual Certification of Compliance Form.
- The State 911 Department will not reimburse for costs incurred prior to the effective date of the contract, except as requested by the applicant and approved by the State 911 Department, or as otherwise noted herein.
- All funding is subject to the availability of funds.
- Grantees shall maintain and retain accounting and other records of Program-related information as required by applicable state and local laws and regulations and are subject to examination, audit, and inspection by the State 911 Department and/or any other local, state, or federal agency that has appropriate jurisdictional authority.
- The State 911 Department reserves the right to withhold future grant funding and/or disqualify grantee from participating in future grant awards if any grant funds received by grantee are not properly accounted for, and/or if grantee fails to meet reporting requirements, including without

limitation, reporting and/or certification requirements set forth in regulations and/or standards established by the State 911 Department.

- All goods and services shall be received on or before June 30, 2018, except as otherwise expressly noted herein.
- Any funding received for which goods and or services are not received on or before June 30, 2018 shall be promptly returned to the State 911 Department, unless otherwise approved by the State 911 Department.
- Funding of reimbursement requests received more than three (3) months after the close of the fiscal year under which costs were incurred cannot be guaranteed.
- Disposal of Equipment Purchased with Grant Funding: Grantees may replace and/or dispose of equipment purchased with funds under the State 911 Department grant programs only if such equipment has reached the end of its useful life, in accordance with the manufacturer's warranty or industry expected useful life, whichever is longer. Disposal shall be in compliance with municipal guidelines, and equipment may be transferred to public entities for public municipal purposes only.

Budget Modifications

After contract execution, the grantee is permitted to reallocate not more than 25% of the total award amount between **approved** categories of use set forth in Section V. "Use of Funding" above for **approved items** without requesting prior approval from the State 911 Department. For example, if a PSAP is awarded a \$10,000 contract to fund \$5,000 in personnel costs (category A) and \$5,000 for dispatcher chairs (category E) and determines that reimbursement of additional personnel costs is warranted, it may reallocate \$2,500 (25% of the award) from category E to category A without receiving approval from the State 911 Department. The PSAP's new budget becomes \$7,500 for category A and \$2,500 for category E.

A grantee shall be permitted to reallocate funding through a budget modification when:

- 1) reallocation is between previously approved budget categories and approved items but exceeds 25% of the total contract award;
- 2) reallocation is for an item or quantity not previously approved that falls within a previously approved budget category; or
- 3) reallocation falls within a budget category not previously requested in the initial grant application.

Such budget modifications shall be subject to the prior written approval of the State 911 Department, and such approval shall be sought and obtained PRIOR to implementation of such reallocation or new budget items/expenses.

Budget modification forms can be found at www.mass.gov/e911. This form should be completed, signed by an authorized signatory and forwarded along with a brief narrative explaining the requested changes. Budget modifications along with requested narrative and quotes (if applicable) SHALL be mailed to:

**State 911 Department
151 Campanelli Drive, Suite A
Middleborough, MA 02346**

Although the State 911 Department will endeavor to provide authorization or denial of authorization to the PSAP within ten (10) business days of the request, failure of the State 911 Department to respond within such ten (10) business days does not confer authorization. No authorization for reimbursement will be made without the prior express written approval of the State 911 Department.

Grantees are strongly encouraged to submit final, year-end budget modification requests on or before March 31, 2018.

The State 911 Department reserves the right, in its sole discretion, to modify or extend any of the above timelines.

Reimbursement Process

A. Reimbursement for Expenses Incurred

After contract execution, the grantee can incur costs and seek reimbursement from the Department. Approval of reimbursement at the time of contract execution is conditional on the reasonableness of the request and adequacy of documentation at the time funds are to be disbursed.

Reimbursement requests should be submitted to the Department within thirty (30) days of the date on which the cost is incurred. Failure to submit requests within the noted timeframe may result in a delay of the funding process as detailed above. Reimbursement requests must include expenditure and activity reports as well as supporting documentation, including but not limited to, copies of receipts, proof of payment and/or payroll records. All reimbursement requests shall be submitted within three (3) months of the contract end date. PSAPs are advised the Department is unable to guarantee funding for reimbursement requests received more than three (3) months after the close of the fiscal year under which costs were incurred.

For personnel costs, proof of payment shall include the individual name, pay period, pay date, rate of pay, number of hours paid and the total amount paid. As an example, the supporting documentation may be a copy of the payroll register/report from the city or town or copies of pay advices for the employee. Please note the payroll register/report does not need to segregate the “grant” costs, it simply needs to show payment to the individual for at least the amount of the requested reimbursement.

For vendor payments, proof of payment shall include the check/electronic funds transfer (“eft”) number, the date of payment, the vendor name, and the amount of payment. As an example, the supporting documentation may be a copy of the check, cancelled check, check warrant report or a general ledger report. If the amount of the check is greater than the amount being requested, a breakdown of the payment should be provided to properly support the costs being requested.

All State 911 Department Program reimbursement forms will be made available at www.mass.gov/e911. Reimbursement forms must be signed by an authorized signatory and submitted to the Department by mail. Electronic signatures or fax copies of these forms will not be accepted. Failure to comply with reporting requirements may result in non-reimbursement of funds or suspension of a grant award. Please be sure to notify your Municipal Treasurer’s/Finance Office as all payments will be issued to that office.

B. Release of Funding to Grantees for Anticipated Expenditures

The Department recognizes that grantees may have budget limitations that do not permit them to make significant purchases or commit to personnel-related funding without adequate funds already in place. Therefore, the Department may disburse grant funds for anticipated expenditures as detailed below.

- Equipment/Services: Upon request of the grantee, anticipated expenditures may qualify for a disbursement of grant funds when the good/service is: (1) an approved budget item; (2) complies with all applicable purchasing policy, procedures, and regulations; (3) goods/services have been received/rendered; and (4) a valid invoice from the vendor documenting receipt of the goods/services is produced. Documentation, including but not limited to, bid documents (where applicable), product information, shipping documents and additional pertinent and available information will be required prior to release of funds. Additional documentation, including but not limited to, proof of payment and other pertinent and available documentation shall be submitted to the State 911 Department within fifteen (15) days of issuance of payment by the grantee to the vendor. The State 911 Department reserves the right to withhold and/or reduce future disbursements to a grantee who fails to comply with reporting requirements.
- Personnel: Funds may be disbursed, upon request of the grantee, to support anticipated new enhanced 911 telecommunicator personnel salary costs. Please see above Section V “Use of Funding” subsection A “Enhanced 911 telecommunicator personnel costs” for a detailed explanation of how grant funds may be used to support personnel costs. An initial disbursement equivalent to two months of salary costs may be made to the grantee. Personnel costs must be reconciled with the State 911 Department on a monthly basis. All subsequent disbursements will be made monthly in the amount of costs reconciled by the grantee. Pertinent and available documentation, including but not limited to, job postings, offer of employment, and scheduled start date, will be required prior to disbursement of any funds. Additional documentation, including but not limited to, detailed specific payroll records and other pertinent and available documentation shall be submitted monthly to the Department that provides proof that the disbursed funds were used to support the personnel costs as requested.
- State Agencies: In compliance with Massachusetts finance law and regulations, funds may be disbursed upon execution of an intergovernmental service agreement (“ISA”) for state agencies hosting a PSAP. In addition to the process referenced above, state agencies shall submit, as part of the application, a semi-annual breakdown of expenses. The State 911 Department will execute semi-annual ISAs with state agencies to ensure compliance with the Comptroller’s directives. The State 911 Department will process ISAs with state agencies to ensure compliance with the Comptroller’s directives. State agencies shall be required to submit the same level of documentation as detailed in Section VIII “Grant Funding Process” subsection A “Reimbursement for Expenses Incurred.” State agencies shall submit all required documentation within thirty (30) days of the end of each semi-annual period. Failure to submit documentation in compliance with these grant guidelines may result in suspension or cancellation of the ISA and/or delays in future funding. Expenses identified by the State 911 Department as ineligible under this grant shall be removed from the child account within ten (10) business days of receipt of notification of ineligible expenses.

The State 911 Department staff will review all reimbursement requests and make selection recommendations to the Executive Director or his designee. The State 911 Department staff will make its best efforts to review reimbursement requests and take action within thirty (30) business days of receipt of the reimbursement request.

The State 911 will provide a letter of explanation with all reimbursement requests that are returned to a grantee. The State 911 Department will also notify, via e-mail, the authorized signatory(ies) for a grantee of all payments processed. In the event that a payment is processed for an amount less than that requested, the reason(s) for such reduction will be noted on the reimbursement forms that will be provided with the payment notification.

Any denial of a reimbursement request, in whole or in part, may be appealed to the Executive Director, or his designee, with supporting documentation. The Executive Director will use his best efforts to respond to the appeal within five (5) business days. All decisions of the Executive Director for reimbursement requests under the State 911 Department Support and Incentive Grant are final.

The State 911 Department reserves the right, in its sole discretion, to modify or extend any of the above timelines.

IX. Assistance

The Fiscal Year 2018 PSAP and RECC Support and Incentive Grants Application Package is available on the State 911 Department website at www.mass.gov/e911.

A sample application form is posted on the State 911 Department website at www.mass.gov/e911.

A sample budget worksheet form is posted on the State 911 Department website at www.mass.gov/e911.

For assistance please contact Cindy Reynolds, the State 911 Grants Specialist at 508-821-7299 or 911DeptGrants@state.ma.us.

For additional assistance, please refer to the following State 911 Department contact list:

Name	Resource	Contact Number	E-Mail
Cindy Reynolds	Questions regarding application process, budget modifications	508-821-7299	911DeptGrants@state.ma.us
Michelle Hallahan	Questions regarding eligibility and process for reimbursements	508-821-7216	Michelle.Hallahan@state.ma.us

	Adding Enhanced 9-1-1 telecommunicators to a grant after contract award		911DeptGrants@state.ma.us
Karen Robitaille	Grant Informational/Training Sessions	508-821-7221	Karen.Robitaille@state.ma.us

All applications shall be submitted to:

**State 911 Department
151 Campanelli Drive, Suite A
Middleborough, MA 02346**

APPENDIX A: AWARD AMOUNTS BY PSAP

FY2018 Support & Incentive Allocations						
ENTITY	Allocation Amount	Support	2	3-9	10+	RECC
ABINGTON	\$37,651	\$37,651				
ACTON	\$53,545	\$53,545				
ACUSHNET	\$27,979	\$27,979				
AGAWAM	\$70,999	\$70,999				
AMHERST	\$84,023	\$84,023				
ANDOVER	\$79,164	\$79,164				
ARLINGTON	\$91,653	\$91,653				
ASHBURNHAM	\$18,390	\$18,390				
ASHBY	\$12,823	\$12,823				
ASHLAND	\$31,876	\$31,876				
ATHOL	\$24,516	\$24,516				
ATTLEBORO	\$93,651	\$93,651				
AUBURN	\$46,693	\$46,693				
AVON	\$18,957	\$18,957				
AYER	\$23,623	\$23,623				
BARNSTABLE (Town of)	\$177,282	\$177,282				
BARNSTABLE COUNTY	\$1,441,409	\$684,866		\$756,543		
BEDFORD	\$35,475	\$35,475				
BELCHERTOWN	\$31,036	\$31,036				
BELLINGHAM	\$39,448	\$39,448				
BELMONT	\$55,540	\$55,540				
BERKLEY	\$18,888	\$18,888				
BERKSHIRE COUNTY	\$1,105,085	\$407,429				\$ 697,656
BEVERLY	\$93,117	\$93,117				
BILLERICA	\$82,238	\$82,238				
BLACKSTONE	\$23,675	\$23,675				
BOSTON	\$3,253,317	\$3,253,317				
BOURNE	\$50,220	\$50,220				
BOXBOROUGH	\$16,485	\$16,485				
BOXFORD	\$23,745	\$23,745				
BOYLSTON	\$15,110	\$15,110				
BRAINTREE	\$88,219	\$88,219				
BRIDGEWATER	\$53,914	\$53,914				
BROCKTON	\$315,586	\$315,586				
BROOKLINE	\$135,634	\$135,634				
BURLINGTON	\$61,021	\$61,021				
CAMBRIDGE	\$301,330	\$301,330				
CANTON	\$49,483	\$49,483				
CARLISLE	\$18,756	\$18,756				
CARVER	\$31,996	\$31,996				
CHARLTON	\$36,305	\$36,305				
CHELMSFORD	\$77,902	\$77,902				
CHELSEA	\$126,639	\$126,639				
CHICOPEE	\$158,747	\$158,747				
CLINTON	\$29,661	\$29,661				
CONCORD	\$46,831	\$46,831				

FY 2018

ENTITY	Allocation Amount	Support	2	3-9	10+	RECC
DALTON	\$127,939	\$24,812				\$ 103,127
DANVERS	\$69,914	\$69,914				
DARTMOUTH	\$87,925	\$87,925				
DEDHAM	\$68,006	\$68,006				
DENNIS	\$45,872	\$45,872				
DIGHTON	\$20,677	\$20,677				
DOUGLAS	\$22,184	\$22,184				
DOVER	\$17,744	\$17,744				
DRACUT	\$60,857	\$60,857				
DUKES COUNTY	\$261,418	\$44,272				\$ 217,146
DUXBURY RECC	\$257,120	\$91,540				\$ 165,580
EAST BRIDGEWATER	\$30,919	\$30,919				
EAST LONGMEADOW	\$43,586	\$43,586				
EASTHAM	\$20,395	\$20,395				
EASTHAMPTON	\$42,682	\$42,682				
EASTON	\$49,687	\$49,687				
ESSEX COUNTY RECC*	\$4,241,241	\$3,982,714				\$ 258,527
EVERETT	\$116,715	\$116,715				
FAIRHAVEN	\$45,462	\$45,462				
FALL RIVER	\$287,848	\$287,848				
FITCHBURG	\$115,227	\$115,227				
FOXBOROUGH	\$43,534	\$43,534				
FRAMINGHAM	\$175,774	\$175,774				
FRANKLIN	\$62,376	\$62,376				
FREETOWN	\$27,926	\$27,926				
GARDNER	\$48,939	\$48,939				
GEORGETOWN	\$21,734	\$21,734				
GLOUCESTER	\$61,795	\$61,795				
GRAFTON	\$42,658	\$42,658				
GRANBY	\$19,593	\$19,593				
GREAT BARRINGTON	\$31,633	\$31,633				
GREENFIELD	\$54,607	\$54,607				
GROTON	\$233,701	\$26,176				\$ 207,525
GROVELAND	\$18,580	\$18,580				
HADLEY	\$24,156	\$24,156				
HAMILTON	\$15,001	\$15,001				
HAMPDEN	\$16,037	\$16,037				
HANOVER	\$37,160	\$37,160				
HANSON	\$27,918	\$27,918				
HAVERHILL	\$158,949	\$158,949				
HOLLISTON	\$25,210	\$25,210				
HOLYOKE	\$150,400	\$150,400				
HOPKINTON	\$28,649	\$28,649				
HUDSON	\$39,960	\$39,960				
IPSWICH	\$34,312	\$34,312				
KINGSTON	\$35,355	\$35,355				
LAKEVILLE	\$28,304	\$28,304				
LAWRENCE	\$243,636	\$243,636				
LEE	\$153,266	\$15,791				\$ 137,475
LEOMINSTER	\$100,216	\$100,216				

FY 2018

ENTITY	Allocation Amount	Support	2	3-9	10+	RECC
LEXINGTON	\$77,205	\$77,205				
LINCOLN	\$21,078	\$21,078				
LITTLETON	\$25,495	\$25,495				
LONGMEADOW	\$41,398	\$41,398				
LOWELL	\$292,060	\$292,060				
LUDLOW	\$48,151	\$48,151				
LYNN	\$596,887	\$304,081	\$292,806			
LYNN REGIONAL SECONDARY	\$167,287	\$167,287				
LYNNFIELD	\$30,986	\$30,986				
MALDEN	\$145,332	\$145,332				
MANCHESTER	\$10,874	\$10,874				
MANSFIELD	\$53,611	\$53,611				
MARBLEHEAD	\$48,099	\$48,099				
MARION	\$17,559	\$17,559				
MARLBOROUGH	\$99,805	\$99,805				
MARSHFIELD	\$55,156	\$55,156				
MATTAPOISETT	\$19,192	\$19,192				
MAYNARD	\$19,939	\$19,939				
MEDFIELD	\$29,345	\$29,345				
MEDFORD	\$127,559	\$127,559				
MEDWAY	\$30,194	\$30,194				
MELROSE	\$56,187	\$56,187				
MENDON	\$63,162	\$18,456				\$ 44,706
MERRIMAC	\$18,471	\$18,471				
METHUEN	\$109,611	\$109,611				
METRO NORTH	\$664,983	\$216,267				\$ 448,716
MIDDLEBORO	\$53,902	\$53,902				
MILFORD	\$71,012	\$71,012				
MILLBURY	\$37,056	\$37,056				
MILLIS	\$21,889	\$21,889				
MILTON	\$65,400	\$65,400				
MONSON	\$24,160	\$24,160				
MONTAGUE	\$21,792	\$21,792				
NAHANT	\$13,580	\$13,580				
NANTUCKET*	\$75,000	\$75,000				
NASHOBA VALLEY RDD	\$520,000	\$111,237				\$ 408,763
NATICK	\$79,476	\$79,476				
NEEDHAM	\$59,894	\$59,894				
NEW BEDFORD	\$365,038	\$365,038				
NEW BRAINTREE MSP	\$365,851	\$59,591				\$ 306,260
NEWBURY	\$19,408	\$19,408				
NEWBURYPORT	\$37,866	\$37,866				
NEWTON	\$190,930	\$190,930				
NORFOLK	\$26,938	\$26,938				
NORFOLK COUNTY CONTROL	\$191,280	\$63,989	\$127,291			
NORTH ADAMS	\$278,775	\$45,149				\$ 233,626
NORTH ANDOVER	\$68,716	\$68,716				
NORTH ATTLEBOROUGH	\$57,078	\$57,078				

FY 2018

ENTITY	Allocation Amount	Support	2	3-9	10+	RECC
NORTH READING	\$30,203	\$30,203				
NORTHAMPTON	\$94,022	\$94,022				
NORTHBOROUGH	\$36,931	\$36,931				
NORTHBRIDGE	\$33,086	\$33,086				
NORTON	\$43,618	\$43,618				
NORWOOD	\$69,026	\$69,026				
OXFORD	\$39,070	\$39,070				
PALMER	\$37,776	\$37,776				
PAXTON	\$16,395	\$16,395				
PEABODY	\$118,478	\$118,478				
PEMBROKE	\$38,704	\$38,704				
PEPPERELL	\$27,764	\$27,764				
PITTSFIELD	\$149,190	\$149,190				
PLAINVILLE	\$24,595	\$24,595				
PLYMOUTH	\$128,597	\$128,597				
PROVINCETOWN	\$17,747	\$17,747				
QUINCY	\$233,743	\$233,743				
RANDOLPH	\$74,913	\$74,913				
RAYNHAM	\$33,301	\$33,301				
READING	\$55,578	\$55,578				
REHOBOTH	\$28,699	\$28,699				
ROCHESTER	\$17,149	\$17,149				
ROCKLAND	\$41,331	\$41,331				
ROCKPORT	\$21,688	\$21,688				
ROWLEY	\$18,172	\$18,172				
RUTLAND	\$274,892	\$37,117				\$ 237,775
SALEM	\$114,507	\$114,507				
SALISBURY	\$20,784	\$20,784				
SANDWICH	\$46,114	\$46,114				
SAUGUS	\$72,955	\$72,955				
SCITUATE	\$36,076	\$36,076				
SEEKONK	\$37,341	\$37,341				
SHARON	\$34,559	\$34,559				
SHELBURNE FALLS MSP	\$691,454	\$104,110			\$587,344	
SHERBORN	\$16,634	\$16,634				
SHIRLEY	\$20,810	\$20,810				
SHREWSBURY	\$75,410	\$75,410				
SOMERSET	\$45,601	\$45,601				
SOMERVILLE	\$186,976	\$186,976				
SOUTH HADLEY	\$44,582	\$44,582				
SOUTH SHORE RECC	\$667,485	\$120,882				\$ 546,603
SOUTH WORCESTER CTY RECC	\$432,943	\$100,387				\$ 332,556
SOUTHAMPTON	\$18,307	\$18,307				
SOUTHBOROUGH	\$27,660	\$27,660				
SOUTHBRIDGE	\$44,952	\$44,952				
SOUTHWICK	\$28,148	\$28,148				
SPENCER	\$36,280	\$36,280				
SPRINGFIELD	\$663,262	\$663,262				
STERLING	\$21,904	\$21,904				

FY 2018

ENTITY	Allocation Amount	Support	2	3-9	10+	RECC
STONEHAM	\$52,920	\$52,920				
STOUGHTON	\$62,902	\$62,902				
STOW	\$19,189	\$19,189				
STURBRIDGE	\$29,006	\$29,006				
SUDBURY	\$35,370	\$35,370				
SUTTON	\$23,896	\$23,896				
SWANSEA	\$36,581	\$36,581				
TAUNTON	\$153,728	\$153,728				
TEMPLETON	\$119,503	\$18,408				\$ 101,095
TEWKSBURY	\$71,660	\$71,660				
TRURO	\$13,016	\$13,016				
TYNGSBOROUGH	\$27,872	\$27,872				
UPTON	\$54,376	\$26,411	\$ 27,965			
UXBRIDGE	\$35,390	\$35,390				
WACHUSETTS RECC	\$224,277	\$79,460				\$ 144,817
WAKEFIELD	\$58,916	\$58,916				
WALPOLE	\$56,358	\$56,358				
WALTHAM	\$152,176	\$152,176				
WARE	\$25,003	\$25,003				
WAREHAM	\$58,223	\$58,223				
WARREN	\$18,231	\$18,231				
WATERTOWN	\$81,507	\$81,507				
WAYLAND	\$32,913	\$32,913				
WELLESLEY	\$61,359	\$61,359				
WEST BRIDGEWATER	\$17,679	\$17,679				
WEST NEWBURY	\$15,498	\$15,498				
WEST SPRINGFIELD	\$92,301	\$92,301				
WESTBOROUGH	\$45,542	\$45,542				
WESTFIELD	\$114,840	\$114,840				
WESTFORD	\$40,872	\$40,872				
WESTMINSTER	\$21,129	\$21,129				
WESTON	\$26,204	\$26,204				
WESTPORT	\$34,249	\$34,249				
WESTWOOD	\$39,100	\$39,100				
WEYMOUTH	\$125,441	\$125,441				
WILBRAHAM	\$39,634	\$39,634				
WILLIAMSTOWN	\$25,892	\$25,892				
WILMINGTON	\$53,531	\$53,531				
WINCHENDON	\$110,000	\$29,538				\$ 80,462
WINCHESTER	\$47,803	\$47,803				
WOBURN	\$95,312	\$95,312				
WORCESTER RECC	\$1,597,074	\$776,303				\$ 820,771
WRENTHAM	\$32,923	\$32,923				
YARMOUTH	\$73,354	\$73,354				

*Equitable Allocation Adjustment