

Massachusetts

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EMERGENCY   

STATE 911 DEPARTMENT REGIONAL DEVELOPMENT GRANT WORKSHOP

FEBRUARY 20, 2020

AGENDA

- Introductions
- Overview of the grant
- What's New
- Application/Considerations
- Reimbursements
- Key dates and information
- Questions and Answers

PURPOSE

- Development and Start-up of Regional PSAPs, Regional Secondary PSAPs or RECCs
- Expansion or Upgrade of existing Regional PSAPs, Regional Secondary PSAPs and RECCs

USE OF FUNDING

- CPE (Regional Secondary PSAPs ONLY)
- Professional Services (not to exceed \$75,000)
 - Operational
 - Technical
 - Governance
- Project Management Services

USE OF FUNDING

- Transition Expenses
 - Personnel Costs - PSAP Director/PSAP Deputy Director
 - Key Support Positions
 - Certified Telecommunicators
 - Training Costs
 - Transition Award
 - Security Measures
 - On-site Temporary Relocation Expenses
- Architectural & Engineering Services

USE OF FUNDING

- Construction
 - Construction materials
 - Plumbing, electrical, and cabling materials
 - Labor
 - Other construction or structural improvements
 - Consultant services
- Equipment
- Purchase of a Building

WHAT'S NEW

- Director/Deputy Director

 - Proposed Centers:

 - Prior to “go-live”

 - 3 twelve month periods after “go-live”*

 - Existing Centers: Add a community after July 1, 2018

 - 3 twelve month periods*

- Other Personnel Costs

 - Key Support Positions

 - IT/HR/Finance/Procurement

 - Certified Telecommunications (Proposed Centers Only)

- Training Costs (Proposed Centers Only)

*may be off set if awarded funding for this purpose in FY20

WHAT'S NEW

- **Transition award**

(payable to the entity that operates a regional PSAP or RECC on behalf of the participant(s))

PSAP that is decommissioned on or after **January 1, 2016 but before July 1, 2018** and becomes operational as a participant in such regional PSAP or RECC, in an amount that represents the following: the **lesser** of the last allocation for the decommissioned PSAP under the State 911 Department Support Grant; *or* b) the amount of the assessment

Decommissioned PSAP may be provided the credit twice (applied for in 2 different grant cycles)

For Example: Townsend joined Nashoba Valley RECC on 12/8/16

FY17 Support Award For Townsend	Nashoba Valley – Transition Award for Townsend Awarded FY20	Nashoba Valley - Transition Award for Townsend FY21 (eligible to apply)
\$24,533	\$24,533	\$24,533

WHAT'S NEW

■ Transition award

(payable to the entity that operates a regional PSAP or RECC on behalf of the participant(s))

PSAP that is decommissioned **on or after July 1, 2018**, and becomes operational as a participant in such regional PSAP or RECC, in an amount that represents the following: the **greater** of: the last allocation for the decommissioned PSAP under the State 911 Department Support Grant or the amount of the assessment or charge allocated to such PSAP for the current fiscal year under the terms of the signed inter-municipal agreement or other equivalent agreement governing the operations of the regional PSAP or RECC.

Decommissioned PSAP may be provided the credit 3 times* (applied for in 3 different grant cycles)

In addition, decommissioned PSAP may be provided with a credit an **additional two times** to be applied for in two (2) different grant cycles, but the award will be limited the **first time to 50%** and limited for the **second time to 25%** of *greater of a) the last allocation for the decommissioned PSAP under the State 911 Department Support Grant; or b) the amount of the assessment*

*may be off set if awarded funding for this purpose in FY20

WHAT'S NEW

For Example: Paxton joins Wachusett RECC

FY 20 Support Award - Paxton	Amount of Paxton FY21 Assessment	Transition Award – Eligible to Apply - FY21 to FY23 Each Year
\$16,395	\$78,317.05	\$78,317.05

In addition:

Transition Award – Eligible to Apply FY24 - 50%	Transition Award – Eligible to Apply FY25 - 25%
\$39,158.53	\$19,579.26

Total award amount over 5 grant cycles:

\$293,688.94

WHAT'S NEW

- Purchase of a Building

- Consider existing or proposed Regional/RECCs in the geographic area

- Interest of Public Safety

- Exhaust all suitable alternatives

- Purchase is more cost effective than refurbishing existing facility

APPLICATION

Application Structure

Section 1: Project Overview

Section 2: Funding Request

Section 3: Priority

Section 4: Supporting Documentation

Section 5: Forms

APPLICATION

Section I: Project Overview

- Proposed Project
- Project Timeline
- Positive impact on regional/multi-community public safety
 - Address other applicable funding sources (911, federal, state)
 - Address other Regional PSAPs, Regional Secondary PSAPs, and/or RECCs in your geographical area
 - **Compliance with guideline requirements, i.e. number of copies, ADA guidelines, forms, worksheets**
- Wireless Direct Plan
- Emergency Medical Dispatch
- Status and Completion Date of Active Development Grant Award(s)

APPLICATION

Section 2: Funding Request

Category and Sub-Category

- Detailed description and cost, including quantity for requested items under each Category and Sub-Category
- Narrative description and Budget Worksheet should easily reconcile
- Identify if the requested item is a replacement of an existing item

APPLICATION

Section 3: Priority

- Prioritize your project by Funding Category
- Prioritize within each Funding Category
- **Prioritized List of Equipment with Priority Totals**

SAMPLE EQUIPMENT LIST

<u>PRIORITY</u>	<u>ITEM</u>	<u>QUANTITY</u>	<u>AMOUNT</u>
1	Dispatch Console Workstations	11	\$214,168.00
1	24" Monitors and Mounts	33	\$11,275.00
1	Desktop Computers	11	\$25,850.00
1	Wireless Keyboard and Mouse Sets	11	\$797.50
1	Radio Consoles	11	\$65,969.80
1	Dispatcher Chairs	11	\$17,578.00
1	File Storage Units	2	\$755.82
1	Printers - Dispatch	2	\$2,500.00
1	KVM IP Switch	2	\$1,943.14
1	HDMI Cable	11	\$289.90
PRIORITY 1 TOTAL			\$341,127.16
2	Fire Alarm Alerting System	1	\$63,000.00
2	Meeting Room Table/Chairs	1	\$1,445.85
2	ID Key Card System	1	\$11,037.40
2	IT Desk	1	\$1,002.72
PRIORITY 2 TOTAL			\$76,485.97
3	Uninterruptible Power Supply	1	\$21,651.50
3	Marker Boards 72 x 48 - Glass, Dispatch	2	\$1,294.88
3	Remote Software	1	\$3,300.00
PRIORITY 3 TOTAL			\$26,246.38
TOTAL EQUIPMENT			\$443,859.51

APPLICATION

Section 4: Supporting Documentation

- Quotes
- Statement of Work
- Contract(s)
- Inter-municipal Agreement / District Agreement
- Letter(s) of Attestation

APPLICATION

Section 5: Forms

- **Commonwealth Standard Contract Form**
- **Contractor Authorized Signatory Listing Form**
 - **Proof of Authentication of Signature Form (Notary Form)**
- **Proof of Authentication of Signature Form (Notary Form)**

REIMBURSEMENT REQUIREMENTS

- Disbursement vs. Reimbursement
- Requirements
 - Detailed invoice received from the vendor
 - Receipt of Goods/Services
- Required Documentation
 - Detailed Invoice
 - Payroll Documentation
 - Deliverables, if applicable
 - Copy of payment to the vendor

REIMBURSEMENT TRANSITION EXPENSES

- Personnel Costs

 - Hire/Offer letter

 - payroll registers/ “check stubs”

- Benefits

 - Detailed invoice

 - Documentation that “connects” the employee(s) to that invoice

 - Copy of the payment for the invoice

- Assessments

 - Invoice from grantee to the community listing the credit (see samples)

 - Copy of the payment for the invoice, if applicable

 - Acknowledgement from the community for the credit

EXAMPLES OF NON-ELIGIBLE EXPENSES

- Contingencies/Escalation Fees
- Legal Fees
- Operational costs
- Monthly recurring fees
- Maintenance/Warranty Costs
- Community Notification System
- Personnel training costs for existing centers
- Microsoft Office Suite
- Law Enforcement Scanners
- Payment/Performance Bonds or Insurance of Contractors
- Travel Expenses, Mileage Stipend for Directors
- Allowances (including Site Work Allowances)
- Owner's indirect costs
- Payments not tied to deliverables (e.g., payment due at contract signing; progress billing)

PRIORITIES

- 1. Development of regional PSAPs and RECCs and expansion of existing regional PSAPs or RECCs through the addition of one (1) or more PSAPs to an existing regional PSAP or RECC, with an executed Upgrade of existing regional PSAPs and RECCs**
- 2. Upgrade of existing regional PSAPs and RECCs**
- 3. Development of new regional PSAPs and RECCs or new expansion of existing regional PSAPs or RECCs through the addition of one (1) or more PSAPs to an existing regional PSAP or RECC, with letters of attestation only**
- 4. Development/expansion of regional secondary PSAPs**

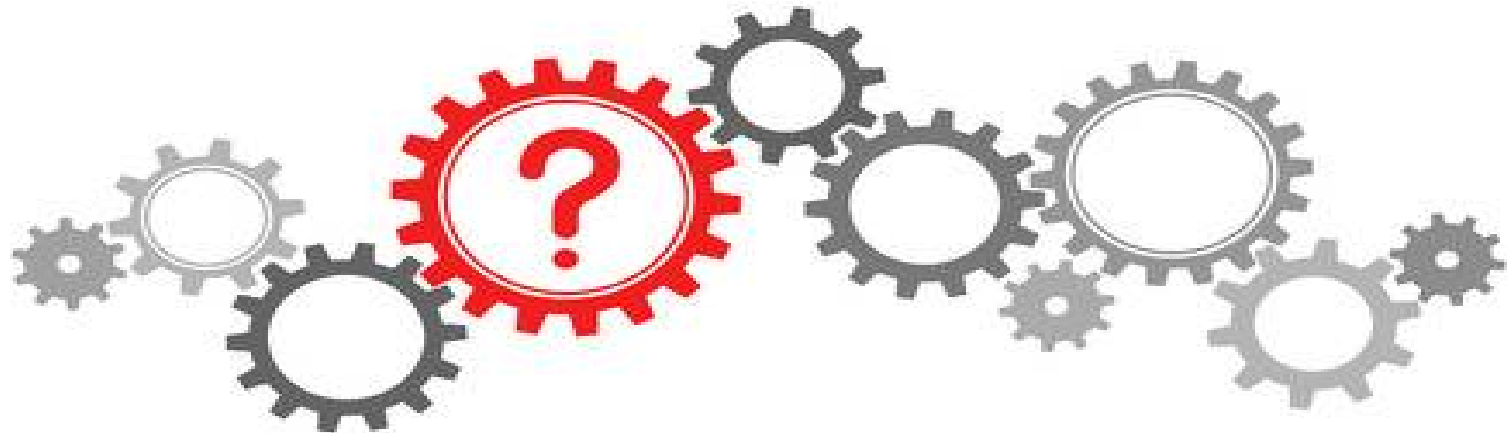
REMINDERS

- Application Deadline: on or before 5:00 PM, Friday, April 3, 2020
- Funding Period: July 1, 2020 – June 30, 2021
- Funding allocated for grant program
 - Minimum of \$8M
- 1 Original plus 8 complete copies required
- Guidelines & Application available at www.mass.gov/e911

POST AWARD CONSIDERATIONS

- Ensure all award requirements are met prior to incurring costs
- Ensure contract(s) structure aligns with grant structure to avoid delay in reimbursement
- Ensure goods and services being purchased, including quantities, align with grant award
- Reimbursement versus Disbursement options
- Filing of Quarterly Reports
- No costs incurred prior to contract start date
- Meeting requirements
- Notification to 911 of project meetings
- Notification of additional grant awards that provide funding to the overall project

COMMENTS/QUESTIONS/CONCERNS



CONTACT INFORMATION

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