

**FY2025 Grant
Program Workshop**

Virtual Microsoft Teams
Meeting

March 26, 2024



Opening Remarks

- Greg Coltrain
NC 911 Board Member /
Grant Committee Chair



Roll Call

Attendees

- This document of record validates your attendance today to satisfy the requirement for FY2025 PSAP grant program.

NC 911 Board Staff

Grant Committee Members

NC 911 Board Members



Overview

- Grant Policy
- Grant Priorities Approved by 911 Board
- Grant Cycle **Tentative** Schedule
- Grant Program Priority Abstract
- Grant Application
- Grant Evaluation Process
- Notification and Agreement Process
- Grant Reporting
- PSAP Facility Grant Construction/Renovation Formula
- Closing Comments

Grant Policy Approved March 2021

NC 911 Board Grant Policy

PSAP grants are authorized by G.S. 143B-1407(c) and require a PSAP Grant Agreement with the 911 Board. Funding reconsiderations may be considered by the NC 911 Board pursuant to GS 143B-1406(a)(4) and the Board's policies regarding funding reconsiderations.

A) Grant Priorities

The Board may establish one or more priorities to be utilized in evaluating and awarding grants. Priorities shall be established not less than sixty (60) days in advance of advertising grant availability. The Grant Committee shall establish weightings for priorities, if any, established by the Board. The Staff shall identify those weightings in the notice of grant opportunities. Unless otherwise provided by law, the Board may identify a sum or a percentage of revenues to fund grants together with funding priorities. The Grant Committee shall recommend an allocation of available funds for grants after evaluating grant applications.

B) Grant Cycles

The Board may establish one or more grant cycles in each fiscal year. The earliest may occur following notice of the 911 Board's proposed funding in December of each year. In establishing a grant cycle, the Board shall advertise grant availability, and operate the grant program in a manner that leverages local government budgetary processes and available funds. In the first quarter of the Board's fiscal year, the Board may allocate funds for grants as authorized by GS 143B-1405(c) (from CMRS allocations) and GS 143B-1406(b) (from PSAP allocations).

Grant cycles will be advertised as required by GS 143B-1407 and the Board's Rules. Applications shall be due no later than 90 days from the first day of the grant cycle, unless otherwise established by the Board.

Board staff will conduct a grant application process workshop which may be attended in person, subject to available meeting space, or electronically. Staff will review the application form, the priorities established by the Board, conduct a question and answer session, and identify submission requirements such as interlocal agreements, or similar activities pertinent to the grant process. Staff may seek clarification of any cost, price or element presented by an applicant. Clarifications, if any, will be made in writing.

C) Grant Review and Evaluation

The Board's staff will review all grant applications prior to evaluation. Staff shall confer with grant committee regarding need for subject matter experts (SMEs) and take action to secure such services or other action as directed by the Executive Director. Staff shall advise the Grant Committee regarding funding reconsiderations and grant funding, any impact upon a grant applicant's future funding arising from the applicant's request, communications between staff and an applicant to clarify a grant application, past grants awarded, and such other matters as relevant to the grant program.

Effective Date: 3 March 2021

NC 911 Board Grant Policy • Page 1 of 3

Grant applicants shall appear before the Grant Committee, or the Board, at a date and time scheduled for oral presentations.

The Grant Committee will consider the applications and evaluate each application after applicants' oral presentations. Evaluation criteria shall include requirements of GS 143B-1407, weighted priorities established by the Board and other criteria as necessary or proper. Following review and evaluation by the Grant Committee, staff shall prepare an action item for reporting out committee's deliberations including fiscal reviews, SME reports/advice, rationale for recommendation, and such other information as directed by the Grant Committee. PSAPs may not seek a grant when the PSAP has more than one active grant. Provided, however, that the Grant Committee may consider a grant application regardless of the foregoing if the PSAP has been unable to complete a grant due to force majeure conditions.

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Grantees submitting applications for costs that were previously submitted but not funded may not receive priority scoring. Projects comprising multiple phases or otherwise segregated and submitted in multiple grant cycles may not receive priority scoring.

An applicant may not file more than one grant application in a grant cycle.

Grant funds shall not be used to purchase or provide goods or services to secondary PSAPs in excess of the secondary PSAP funding policy.

D) Grant Agreements

Grant agreements must be executed by the grantees and returned to the Executive Director with any necessary interlocal agreements or other necessary documentation within ninety (90) days of presentation to the grantee.

E) Grant Funding Modifications

Grantees seeking additional funding through their grant agreements must submit an application in a grant cycle. In the event a grantee submits a request for additional funding as an amendment to a grant agreement, the Board and the Executive Director shall refer the request to the Grant Committee. The 911 Board Staff will review all requests. The Staff may request such other and further information as deemed necessary to fully consider the request. PSAPs shall provide such information as requested pursuant to GS 143B-1406(f).

Grant applications presenting, or including, a funding reconsideration request shall be referred to the Executive Director and the Funding Committee.

F) Grant Termination, Suspension, Close out

PSAP representatives shall attend 911 Board meetings to present their requests, provide additional information, clarification, and support their requests. The Funding Committee

Effective Date: 3 March 2021

NC 911 Board Grant Policy • Page 2 of 3



Grant Policy Approved Continued

shall act without delay in any action taken and shall make a recommendation to the 911 Board for action no later than the Board's May meeting.
The Executive Director will provide periodic reports on grantees' progress and funding. Upon closing out a grant, any remaining funds allocated to the grant shall revert to the grant fund.

G) Grant Committee Membership

The Board Chair may appoint two or more Board members, and other persons as the Chair determines upon recommendation of a Board member or the Executive Director. The Executive Director may, upon request of the Grant Committee or at the direction of the Board Chair, identify one or more subject matter experts to assist the Grant Committee with review and evaluation of grant applications. In the absence of a Grant Committee, grant applications will be reviewed and evaluated by all members of the 911 Board

APPROVED BY NC 911 BOARD GRANT COMMITTEE



FY2025 Grant Priorities

The NC 911 Board has established five (5) Priorities for the FY2025 Grant Cycle:

Priority 1 - Regional Initiative with Focus on Primary PSAP Consolidations (Two or more PSAPs consolidate into one entity)

Priority 2 – 911 Call Data Interoperability – CAD Data Sharing, or Multiple PSAP Shared/Hosted CAD.

Priority 3 - End of Life Equipment Replacement – Ineligible components of Radio, CAD (excluding RMS/JMS), and/or Recorder Only.

Priority 4 – PSAP Cybersecurity Initiatives

Priority 5 – Other (Facility Grants based on square footage allocation and Tier status)



FY2025 Grant Cycle **Tentative** Schedule

***TENTATIVE FY2025 Grant Cycle Calendar					
Milestone	Date	Day of Week	Days to Next Date	Day of Week	
Grant Workshop for PSAPs	3/26/24	Tuesday	2	3	Meeting Date for Grant Committee, Staff, and Potential Applicants
Beginning of Grant Cycle - Application Posted to Website	3/28/24	Thursday	64	4	Informational Date
Grant Abstract Submission Deadline	4/11/24	Thursday			Informational Date
Grant Abstract Response Deadline	4/25/24	Thursday			Informational Date - Regional Coordinators
Eligibility Submission Deadline	5/1/24	Wednesday		3	Informational Date
Revenue Expenditure Report Finalized Deadline	5/15/24	Thursday		4	Informational Date
Grant Applications Due	5/31/24	Friday	21	5	Informational Date
Grant Committee Discussion	6/21/24	Friday	7	2	Meeting Date for Grant Committee and Staff
Grant Process Elimination Notification	6/28/24	Friday	7	1	Informational Date
Grant Presentation Notification	6/28/24	Friday	19	1	Informational Date
Grant Applications Presentation Day 1	7/17/24	Wednesday	6	3	Meeting Date for Grant Committee, Staff, and Applicants
Grant Applications Presentation Day 2 (Potential Hold - Need TBD)	7/23/24	Tuesday	9	2	Meeting Date for Grant Committee, Staff, and Applicants
Grant Committee Meeting - Review and Vote	8/1/24	Thursday	8	4	Meeting Date for Grant Committee and Staff
Grant Committee Results to Board for Review prior to Board Meeting	8/9/24	Friday	14	5	Informational Date
Board Meeting - Vote on Grant Committee Recommendation	8/23/24	Friday	14	5	Meeting Date for Board
Board Result Notification by Email Letter	9/6/24	Friday	7	5	Informational Date
Grant Acceptance Acknowledgement Due from PSAP	9/13/24	Friday	49	5	Informational Date
Grant Agreement to Applicants	11/1/24	Friday	63	5	Informational Date
Final Date for all PSAP Agreements to be Executed (Per Individual Agreement Date Based on Return of Acknowledgement)	1/3/25	Friday		5	Informational Date
	Calendar Days				
Key Timeframes					
Days from Workshop to Applications Due	66				
Days from Beginning of Grant Cycle to Applications Due	64				
Days from Applications Due to Presentation Day 1 (Grant Comm/Staff Prep Time)	47				
Days from Presentation Day 2 to Grant Committee Review and Vote	9				
Days from Grant Committee Meeting to Recommendation to Board	8				
Days for Board to Pre-Review Recommendation Prior to Vote	14				
Days to Award Notifications and Grant Agreements to PSAPs	56				
Days to Receive Acceptance Acknowledgement from PSAPs	7				
Days for PSAPs to Execute Grant Agreement	63				

This is the Grant Committee’s and staff’s tentative timeline. PSAPs should use it to know when the project may start (after grant agreement execution, however - this is not the project timeline to be submitted with the grant application).



Grant Program Priority Abstract



North Carolina 911 Board

FY2025 PSAP Grant Program Priority Abstract

This abstract has been created to allow the PSAP an opportunity to select the intended priority and provide a brief description of the grant project prior to submission of the application. Submissions will be reviewed by 911 Board Staff, and if a selected priority does not match the project description, your Regional Coordinator will contact you to discuss the priority selection. The Grant Priority Abstract will be due by 11:59 p.m. on Thursday, April 11, and all submissions will receive a reply no later than Thursday, April 25.

Email with link will be sent to PSAP Point of Contact

Link will be open March 26, 12:30PM to April 11, 11:59PM



Abstract Example

FY2025 PSAP Grant Program Priority Abstract

This abstract has been created to allow the PSAP an opportunity to select the intended priority and provide a brief description of the grant project prior to submission of the application. Submissions will be reviewed by 911 Board Staff, and if a selected priority does not match the project description, your Regional Coordinator will contact you to discuss the priority selection. The Grant Priority Abstract will be due by 11:59 p.m. on Thursday, April 11, and all submissions will receive a reply no later than Thursday, April 25.

* Required

General Information

1. Name (First then Last) *

2. PSAP Name *

3. PSAP Region *

- Eastern (RC: Kristen)
- North Central (RC: Tina)
- South Central (RC: David)
- Western (RC: Stephanie)

4. Email Address *

5. Phone Number *

Next



* Required

Grant Priorities

The FY2025 PSAP Grant Program priorities are listed below. Please select the intended grant priority for your PSAP.

6. FY2025 Grant Priorities *

- Priority 1 - Regional Initiative with Focus on Primary PSAP Consolidations (Two or more PSAPs consolidated into one entity).
- Priority 2 - 911 Call Data Interoperability - CAD Data Sharing, or multiple PSAP Shared/Hosted CAD.
- Priority 3 - End of Life Equipment Replacement - Ineligible components of Radio, CAD (excluding RMS/JMS), and/or Recorder Only
- Priority 4 - PSAP Cybersecurity Initiatives
- Priority 5 - Other (Facility Grants based on square footage allocation and Tier status)

Back

Next

* Required

Grant Application Synopsis

Please provide a brief synopsis of your grant application.

7. Grant Application Synopsis *

Enter your answer

Back

Submit



Grant Application

- Important Information Page
- General Information
- Tier Designation
- Workshop
- Miscellaneous Information
- Priorities
- Cost and Funding Sources
- Project Description
- Policies
- PSAP Facility/Renovation Grant Addendum
- Due May 31, 2024, by 11:59PM**
- Confirm Submission within 24 Hours



North Carolina 911 Board Grant Application

IMPORTANT: Read grant application in its entirety. All information required in each section of this application must be included with the grant application. Applications will not be evaluated if any information requested in each section is omitted. There will be no request from staff to provide omitted information. It is the responsibility of applicant to ensure inclusion.

This is a competitive grant process available only to Primary PSAPs. All applicants must answer all questions in the “General Information” section. Each PSAP/jurisdiction may only submit one Grant Application per cycle. Grant awards, if any, may include partial funding and other conditions as determined by the Board. Grant awards are not negotiable but may be declined if the applicant cannot perform the grant as awarded.

- The FY2025 Grant Application has been created in Microsoft Word for ease of completion. It is recommended you download this Application into Microsoft Word to enter, cut, paste, and edit as needed.
- There are no character limitations to the amount of data you can enter into a free text screen. Once the visible field is full, the screen will begin to scroll. Do not submit an application until you are sure you will not need to make any changes. Do not convert the application to a PDF format. Attachments must be submitted in either MS Word, MS Excel, or Adobe PDF format and reference which question (i.e., number) the attachment accompanies.
- Do not use the grant process to request additional seats over the Board-approved seat count. Any potential increase in approved seat count is not part of the grant application process. This requires adherence to the funding position policy and submission process. Application will not be considered if funding is requested for seats above the approved seat count.



North Carolina 911 Board Grant Application

- **PSAP Facility Grant:** For any Primary PSAP seeking funds to construction or remodeling of a facility, follow the instructions in Addendum A to show funding sources and determine the maximum allowable funding.
- Once completed, the application, along with any accompanying documents, must be emailed to 911GrantProgram@nc.gov with the subject line indicating the “[PSAP Name] FY2025 Grant Application.” **Applications will only be accepted via email. Copying other staff members on your submission is not necessary. Any application received from the U. S. Postal Service, fax, or other media will NOT be accepted. The deadline for filing is 11:59 pm on Wednesday, May 31, 2024. NO APPLICATIONS WILL BE ACCEPTED AFTER THE DUE DATE.** If you have any questions, please contact Sarah Templeton at sarah.templeton@nc.gov or 919-754-6103. You may also contact your Regional Coordinator.
- Once you have submitted the application to 911GrantProgram@nc.gov including all necessary attachments, you will receive a reply email within 24 hours advising the grant application has been received. If you DO NOT receive the confirmation email within 24 hours, contact Sarah Templeton at sarah.templeton@nc.gov or 919-754-6103. **It is the responsibility of the applicant to verify receipt of the submission.**



North Carolina 911 Board Grant Application

- Applications will not be considered if eligibility is not determined, or the detailed information is omitted. All requests for assistance with eligibility review related to this grant project are due to the PSAP Eligibility email PSAPEligibilityRequest@nc.gov by May 1, 2024. All eligibility review submissions will be processed on a first come, first serve basis. Please keep in mind, due to anticipated interest in the grant program, Board staff will have limited time to assist with the review, and every request for eligibility review may not be granted due to the number received. To expedite the review of your eligibility request, you must perform your initial review providing comments and questions with your eligibility review submission. This will assist in a timelier review of your eligibility inquiry. **There must be a detailed list stating all eligible and non-eligible expenditures. If staff reviewed quote(s) for eligibility, that final determination must be submitted with the application.**
- After an application has been completed and submitted, it may NOT be modified by the applicant. If there are questions after the submission, the applicant will be required to contact the Regional Coordinator to determine if modifications are possible.



General Information

Applicant PSAP Name

Project Title

PSAP Director

Project Manager/Contact Name

Project Manager/Contact Title

Address

Phone

Email

FY2025 Grant Program Tier Designation

The North Carolina Department of Commerce annually ranks the State's 100 counties based on economic well-being and assigns each a Tier designation. The 40 most distressed counties are designated as Tier 1, the next 40 as Tier 2, and the 20 least distressed as Tier 3. Please select your PSAP or group of PSAPs tier ranking based on the NC Department of Commerce current Tier Designation in the drop-down box (if you are involved in a multi-jurisdictional grant application and the jurisdictions have different Tier designations, use the lower Tier designation).

Choose an item.

FY2025 Grant Program Workshop

Attendance at the FY2025 PSAP Grant Program Workshop was held virtually on Tuesday, March 26, 2024, and required for all grant applicants. If more than one PSAP/jurisdiction is participating in a joint/collaborative Application, all PSAP/jurisdictions involved were required to attend the workshop. Please list the name, title, and PSAP/jurisdiction of each attendee.

Click or tap here to enter text.



FY2025 Grant Program Miscellaneous Information

- 1. Has the Revenue/Expenditure report for FY2023 been submitted and approved by the NC 911 Board Fiscal Staff for the applicant PSAP? *The FY2023 Expenditure report must be finalized and approved by Wednesday, May 15, 2024. (This includes any funds that may need to be repaid to the Emergency Telephone System Fund (ETSF).)**

Yes No

- 2. What is the date of your approved backup plan?**

Click or tap here to enter text.

- 3. Did you submit your revised backup plan due October 1, 2023? If you have not, please explain why.**

Click or tap here to enter text.

- 4. What is the date of the last activation and/or test of your backup plan? If you have not tested your approved backup plan, please explain why.**

Click or tap here to enter text.

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The NC 911 Board has established five (5) Priorities for the FY2025 Grant Cycle:

- 1. Priority 1 – Regional Initiative with Focus on Primary PSAP Consolidations (Two or more PSAPs consolidated into one entity.)**
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- 4. Priority 4 – PSAP Cybersecurity Initiatives**
- 5. Priority 5 – Other (Facility Grants based on Square Footage Allocation and Tier Status)**

Please indicate the Priority that reflects your grant request. In the “Project Description” section, you will provide details of your project. The priority selection here and in the project description must match.

Choose an item.



FY2025 Grant Program Project Cost and Funding Sources

For Priority 2, 3, 4, and 5: Please use this source of funds table to summarize the project costs and sources of funds. **Please double click in the cell to open the table. Once complete, close out the table to transfer data.**

For Priority 1: Please use Addendum A of the Application instead of this source of funds table.

Total Project Cost	\$0.00
General Funds Provided by the PSAP Applicant(s)	\$0.00
Any Non-911 Board Funded Grant(s)	\$0.00
911 Fund Balance to be Applied to this Project (911 Eligible Expenses)	\$0.00
911 Annual Distribution to be Applied to this Project (911 Eligible Expenses)	\$0.00
Potential Amount via Funding Reconsideration (911 Eligible Expenses)	\$0.00
Amount Requested via 2025 PSAP Grant Application (Non-Eligible Expenses)	\$0.00

*The above-referenced project cost and sources of funds must clearly identify the complete funding of the project. The applicant must detail how the funds will be utilized in the project overview, which needs to be completed in the appropriate grant priority section. Failure to provide the foregoing information will result in disqualification of the application from further consideration or assignment of a different priority (if the applicant does not adequately support its selected priority). If a revised quote is received after grant application submission or grant funding award, this will not increase the grant award amount or use of ETSF indicated in the source of funds table.



Project Description

1. Project Overview

- A. Provide a complete and succinct overview of the project including all PSAPs that will participate in the project. Specifically, describe how the project will improve 911 services to the communities served.

Click or tap here to enter text.

- B. Provide a timeline the PSAP will follow for the project as required by law for the grant agreement. The timeline must include a start date (not earlier than execution of grant agreement), end date, number of months to complete the project, and estimated milestones.

Click or tap here to enter text.

- C. Describe how the project will leverage the Statewide ESInet, collaborative continuity planning, and emerging Next Generation 911 technologies.

Click or tap here to enter text.

- D. For grant projects involving one or more Primary PSAPs:

Provide evidence that clearly identifies Interlocal Agreements (ILAs) between all participating jurisdictions, indicating each jurisdiction's responsibilities relating to the project, how the jurisdictions and PSAPs will collaborate, and how resources will be allocated or shared. In lieu of ILAs, letters of intent must be submitted as a part of the grant application. ILAs will be required prior to the Board entering into a grant agreement for any consolidation or colocation.

Click or tap here to enter text.

IMPORTANT: All information for this section must be included with the grant application. Applications will not be considered if this information is omitted. There will be no request from staff to provide omitted information. It is the responsibility of the applicant to ensure inclusion.

2. Fiscal Overview

- A. How will this project improve the fiscal efficiencies of all participating jurisdictions?

Click or tap here to enter text.

- B. For grant projects involving one or more Primary PSAPs:

What will be the financial commitment from the participating jurisdictions to ensure the success of the project? Please include information about the Emergency Telephone System Fund, general funds, and any non-911 Board grants budgeted for the project or for the PSAP operations and expenses.

Click or tap here to enter text.

- C. Describe the sustainability of the project. If the project will have ongoing expenses, such as monthly or annual recurring charges, identify how the project will be sustained in the future without additional 911 Grant Program funding. Note that costs funded through a grant are not eligible 911 expenses and will not be funded through the monthly distributions to PSAPs (see the attached Grant Policy). Ineligible expenses will be the responsibility of the participating jurisdictions.

Click or tap here to enter text.

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3. Organizational Management and Operational Overview

A. How will daily operations change with this project?

Click or tap here to enter text.

B. Who will be the managing entity, how will operational decisions be made, and how will the organizational structure and staffing change? This application must include the number of seats (console positions) and state how many have been approved by the Board as of July 1, 2024. Grant funding will not provide any equipment or service funding for non-approved Board seats. If a PSAP is seeking a facility grant, the funding formula in Addendum A must be used.

Click or tap here to enter text.

C. Please provide a copy of your PSAP(s) most recent Financial Planning Tool that includes technology replacements and/or enhancements and identify how the project fits within it.

Click or tap here to enter text.

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4. Project Costs and Documentation

A. Describe the overall project budget including a detailed list of each expenditure in the project based upon the number of Board-approved seats with its cost, if the cost is one-time or recurring, the funding stream/cost category that will be used to pay the cost, and why each is needed. Include any equipment to be reused and equipment or other items to be purchased. Separate the categories to include:

- General Funds Provided by the PSAP Applicant(s),
- Non-911 Board Funded Grants,
- 911 Fund Balance to be Applied to this Project (ETSF Eligible Expense)
- 911 Annual Distribution to be Applied to this Project (ETSF Eligible Expense)
- Potential Amount via Funding Reconsideration (ETSF Eligible Expenses)
- Amount Requested via 2025 PSAP Grant Application (Non-eligible Expenses),

Click or tap here to enter text.



- B. How will you ensure all old and new equipment/software/infrastructure will be compatible? If equipment is end-of-life, provide documentation from the vendor validating the status.

Click or tap here to enter text.

- C. Provide detailed quote(s) including itemized costs/pricing, scopes of work, and any applicable diagrams. (i.e., radio and furniture diagrams). Ensure this information is attached with the grant application.

Click or tap here to enter text.

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5. Project Oversight

- A. Identify the project manager and/or review panel, including names (if known) and roles, as they apply to the project.

Click or tap here to enter text.

- B. Explain in detail how the project manager and/or review panel will provide project structure and perform project oversight, including budget management.

Click or tap here to enter text.

- C. Explain how the project will be completed by identifying the project goals, objectives, timeline, benchmarks, and deliverables, noting any ramifications if they are not met.

Click or tap here to enter text.

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The NC 911 Board Grant Policy and Consolidation Policy are provided below for reference.

***** Note: While the grant opportunity restricts a Primary PSAP from having two open grants, for the FY2025 grant cycle, the portable radio grant does not apply to this limitation.**

NC 911 Board Grant Policy

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The Board may establish one or more priorities to be utilized in evaluating and awarding grants. Priorities shall be established not less than sixty (60) days in advance of advertising grant availability. The Grant Committee shall establish weightings for priorities, if any, established by the Board. The Staff shall identify those weightings in the notice of grant opportunities. Unless otherwise provided by law, the Board may identify a sum or a percentage of revenues to fund grants together with funding priorities. The Grant Committee shall recommend an allocation of available funds for grants after evaluating grant applications.

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The Board may establish one or more grant cycles in each fiscal year. The earliest may occur following notice of the 911 Board's proposed funding in December of each year. In establishing a grant cycle, the Board shall advertise grant availability, and operate the grant program in a manner that leverages local government budgetary processes and available funds. In the first quarter of the Board's fiscal year, the Board may allocate funds for grants as authorized by GS 143B-1405(c) (from CMRS allocations) and GS 143B-1406(b) (from PSAP allocations).

Grant cycles will be advertised as required by GS 143B-1407 and the Board's Rules. Applications shall be due no later than 90 days from the first day of the grant cycle, unless otherwise established by the Board.

Board staff will conduct a grant application process workshop which may be attended in person, subject to available meeting space, or electronically. Staff will review the application form, the priorities established by the Board, conduct a question and answer session, and identify submission requirements such as interlocal agreements, or similar activities pertinent to the grant process. Staff may seek clarification of any cost, price or element presented by an applicant. Clarifications, if any, will be made in writing.

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shall act without delay in any action taken and shall make a recommendation to the 911 Board for action no later than the Board's May meeting.

The Executive Director will provide periodic reports on grantees' progress and funding. Upon closing out a grant, any remaining funds allocated to the grant shall revert to the grant fund.

G) Grant Committee Membership

The Board Chair may appoint two or more Board members, and other persons as the Chair determines upon recommendation of a Board member or the Executive Director. The Executive Director may, upon request of the Grant Committee or at the direction of the Board Chair, identify one or more subject matter experts to assist the Grant Committee with review and evaluation of grant applications. In the absence of a Grant Committee, grant applications will be reviewed and evaluated by all members of the 911 Board

Consolidation Policy

Definitions:

PSAP consolidation means the management of all 911 Call Taking performed by two or more PSAPs within a defined geographical area in a single primary PSAP organization having responsibility for all Call Taking in the combined 911 service area.

A co-location of PSAPs means the sharing of physical facilities and may include sharing infrastructure for Call Taking such as CAD, 911 answering positions, radio consoles, and logging recorders while the PSAPs are managed by separate authorities.

Statutes & Principles:

Call Taking: the act of processing a 911 call for emergency assistance by a primary PSAP, including the use of 911 system equipment, call classification, location of a caller, determination of the appropriate response level for emergency responders, and dispatching 911 call information to the appropriate responder. GS 143B-1400(7)

Primary PSAP: the first point of reception of a 911 call by a PSAP. GS 143B-1400(23)

PSAP: a PSAP receives an incoming 911 call and dispatches "appropriate agencies" to respond to the call. GS 143B-1400(25)

The Board has a policy to fund secondary PSAPs in accordance with its statute. That policy is based upon transferring a 911 call to complete the call taking process, where the secondary PSAP acts as an extension of the primary PSAP.

Effective date: 18 May 2018



Grant Evaluation Process

- Grant Committee Initial Review
- If selected to proceed, will be invited for Applicant Presentations
- Grant Committee 2nd Review/Recommendations
- Recommendations to Board for Review



Notification & Agreement Process

- ❑ Board Vote on Committee Recommendations
- ❑ Notifications to Grant Applicants
- ❑ Grant Acceptance from PSAP
- ❑ Grant Agreements Executed
 - Project Timeline and Budget within 60 days



Grant Reporting

- ❑ Monthly Report per Agreement
 - Progress Reports presented to the Board at a scheduled Board meeting as requested (In person or virtual)

- ❑ Upon completion of the signed Grant Agreement, each grantee will be required to attend a Grant Reporting and Reimbursement Workshop.
 - January 2025 TBD



Questions?

The next portion of the grant workshop will review the FY2025 Grant Program PSAP Facility Grant Construction/Renovation Formula, Project Cost, and Funding Sources Table (Addendum A). If you are not applying for a PSAP facility, PSAP renovation, or consolidation project, you do not have to stay for the next portion.

All participating PSAPs planning to apply for a PSAP facility or renovation project must stay for this portion and attendance will be noted again.

Addendum A: *FY2025 Grant Program PSAP Facility Grant Construction/Renovation Formula and Project Cost and Funding Sources Table*

FY2025 Grant Program Workshop

Attendance at the FY2025 PSAP Grant Program Workshop was held virtually on Tuesday, March 26, 2024, and required for all grant applicants. All grant applicants seeking funds for PSAP construction or renovation were required to stay through the entire presentation, including the portion discussing this Addendum. If more than one PSAP/jurisdiction is participating in a joint/collaborative Application, all PSAP/jurisdictions involved were required to attend the workshop and participate in the discussion of this Addendum. Please list the name, title, and PSAP/jurisdiction of each attendee.

1. *Click or tap here to enter text.*



For PSAPs seeking a grant for facility funding, (Priorities 1 or 5), note the following formula, which must be used to determine the maximum allowable amount of funding for square footage:

- **Square Footage Allocation Formula – Use only the current Board-approved seat count to complete this formula table.**
 - **Multiply the number of Primary PSAP Board-approved seats by 150. This will be the communications/operations area square footage.**
 - **Multiply the communications/operations area square footage by 67%. This will be the equipment and mechanical room square footage.**
 - **Add the communications/operations square footage to the equipment and mechanical room square footage and multiply by 1.6. This will be the critical support space total square footage.**
 - **Combine all total square footage totals (communications/operations; equipment and mechanical; and critical support space). This will be the maximum total square footage for your facility grant.**
 - **Use the table below to create the total square footage pursuant to this formula. After you enter the number of Board-approved seats, the rest will automatically calculate the square footage totals.**
 - **Multiply the square footage by the estimated price per square footage, based upon the design and build estimate from vendor(s), to calculate the amount of grant funds requested for construction.**
 - **The construction grant funds will not include purchases for technology, furniture, etc. and those requested items must be listed separately in the Project Costs, found in Section 4 of this Application, and must be based upon the number of Board-approved seats.**



Please double click in the cell to open the table. Once complete, close out the table to transfer data.

Only Fill Out the Green Colored Cells:	
Number of Board Approved Seats Only	0
Board Approved Seats Square Foot	150
Communications/Operations Area Square Foot Total	0
Equipment and Mechanical Room (E&M) (Multiply Communications/ Operations Area by 67%)	0
Subtotal Operations, E&M Square Foot	0
Critical Support Space (Multiply Subtotal by 1.6)	0
Building Construction Square Foot Total	0
Per Square Foot Cost Based on the Design and Build Estimate Provided by Vendor (Board Approved Seats Only)	\$0.00
Building Construction Square Foot Cost (Board Approved Seat(s) Only)	\$0.00
Leave This Section Blank if you are Not Requesting Additional Seat(s) or Do Not Have Dedicated Approved Backup Seats for another PSAP	
Floor Space Above Board Approved Seat(s) Only for Primary PSAP	
Requested Number of Additional Seat(s) (Floor Space Only)	0
Additional Seat(s) Square Foot	150
Additional Seat(s) Communications/Operations Area Square Foot Total	0
Building Construction Square Foot Total (Line 8) Plus Additional Seat(s) Communications/Operations Square Foot Total (Line 16)	0
Dedicated Floor Space for Board Approved Backup PSAP(s) Seats in the Primary PSAP	
Requested Number of Additional Seat(s) (Floor Space Only for Dedicated Approved Backup PSAPs Seats)	0
Additional Seat(s) Square Foot	150
Additional Seat(s) Communications/Operations Area Square Foot Total	0
Building Construction Square Foot Total (Line 8) Plus Additional Seat(s) Communications/Operations Square Foot Total (Line 16)	0
Building Construction Square Foot Cost (Board Approved Seat(s) Plus Additional Seat(s) Square Foot)	\$0.00

For any requested communications/operations area floor space above that based on the Board-approved seat count, the PSAP must complete the rows in “Floor Space Above Board-Approved Seat(s) Only for Primary PSAP” and/or “Dedicated Floor Space for Board-Approved Backup PSAP(s) Seats in Primary PSAP” as applicable in the table.

The request for “Floor Space Above Board-Approved Seat(s) Only for Primary PSAP” means that the Primary PSAP is seeking additional communications/operation area floor space to allow the PSAP to expand its own staffing in the future. As part of the request for the “Floor Space Above Board-Approved Seat(s) Only for Primary PSAP,” the PSAP must provide supporting documentation for any seat requested above the 911 Board-approved seat count. As each locality is different, it is the responsibility of the applicant to provide supporting documentation that shows demographics, statistics, comprehensive plans, etc., that demonstrate the specific need for additional communications/operations floor space. The request for any space above that allowed by the standard formula set forth above will be considered on a case-by-case basis. This request for additional space will only be taken into consideration by the Board in its review of the grant application and there is no guarantee of award for either the standard formula funding nor the additional funding requested by the locality. Note, a grant cannot be used to increase the Board-approved seat count. Any requests for seat count increases or eligibility of funds to equip extra seats or positions must follow the applicable Board policy that addresses those requests.

The request for “Dedicated Floor Space for Board-Approved Backup PSAP(s) Seats in the Primary PSAP” means the Primary PSAP already serving as a Board-approved backup for another Primary PSAP(s), and will need to continue to have communications/operations area floor space for its partner Primary PSAP(s). Provide the name(s) of the Primary PSAP(s) for which your facility is serving as the Board-approved backup PSAP.

Click or tap here to enter text.

The percentage of potential maximum allowable for the total grant submission is Tier-1 at 90%, Tier-2 at 85%, Tier-3 at 80%, and consolidation of two or more Primary PSAPs with a potential maximum allowable of 100%. Radio system towers are excluded from facility grant consideration.



Priority 1 Only Funding Source Table: Please use this table to summarize the project costs and sources of funds. **Please double click in the cell to open the table. Once complete, close out the table to transfer data.**

Total Project Cost		\$0.00
General Funds Provided by the PSAP Applicant(s)		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
Sub-Total		\$0.00
Any Non-911 Board Funded Grant(s)		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
Sub-Total		\$0.00
Emergency Telephone System Fund Balance to be Applied to this Project (911 Eligible Expenses)		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
Sub-Total		\$0.00
PSAP Annual Distribution to be Applied to this Project (911 Eligible Expenses)		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
Sub-Total		\$0.00
Potential Amount via Funding Reconsideration (911 Eligible Expenses)		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
Sub-Total		\$0.00
Amount Requested via 2025 PSAP Grant Application (Non-Eligible Expenses)		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
PSAP Name:		
Sub-Total		\$0.00
Balance Remaining (Should be Zero)		\$0.00



***??? Questions ???
and
Closing Comments***

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A stylized logo for NC DIT. The letters 'NC' are stacked above 'DIT'. The letters are connected to a network of lines and nodes, resembling a circuit board or data network.