

Wisconsin Department of Military Affairs

OEC Grant Announcement

**NG9-1-1 GIS Grant Program  
Fiscal Year 2023**

Application Submission Deadline:

**11:59 PM CT October 25, 2022**

## Grant Announcement: FY2023 NG9-1-1 GIS Grant Program

All questions for the NG9-1-1 GIS Grant Program should be directed to: [interop@wisconsin.gov](mailto:interop@wisconsin.gov). If you experience difficulties reaching someone at the email address above, please call [608] 888-5501 for assistance.

**Application Submission:** Applications must be emailed as attachments to [interop@wisconsin.gov](mailto:interop@wisconsin.gov) by the **application deadline of 11:59PM October 25, 2022**. All application documents must be submitted in PDF format. Emailed applications should be labeled with the subject "FY23 GIS Grant Application".

**Description:** The Wisconsin Department of Military Affairs/Office of Emergency Communications (DMA/OEC) is pleased to announce the Fiscal Year (FY) 2023 NG9-1-1 GIS grant program funding opportunity. The NG9-1-1 GIS Grant Program is intended to provide funding to county land information offices for data creation, preparation, and remediation activities necessary for enabling Next Generation 9-1-1 (NG9-1-1).

**Applicant Eligibility:** County land information offices located in a county that has either:

- Fully executed a Participation Agreement to join the AT&T ESInet under the DMA state contract;
- Are in the process of executing a Participation Agreement to join the AT&T ESInet and the Participation Agreement has been submitted to DMA for final signatures;
- Are in the formal process of procuring a local/regional ESInet for NG9-1-1 services in the county; or
- Contracted for a local/regional ESInet for NG9-1-1 services in the county.

DMA agency policy establishes grant purposes and eligibility criteria for the NG9-1-1 GIS Grant Program. Please see NGSP.1 NG911 GIS Grants Policy for more information:

[https://oec.wi.gov/wp-content/library/2022/NG911\\_GIS\\_Grants\\_Policy\\_FINAL.pdf?t=1658842591](https://oec.wi.gov/wp-content/library/2022/NG911_GIS_Grants_Policy_FINAL.pdf?t=1658842591)

**Opportunity Category:** *Competitive*

**Eligible Costs:**

- Data preparation, gathering, and creation of the required NG9-1-1 data sets
- Supplemental GIS staffing except general staff overhead costs
- Contracts for NG9-1-1 data preparation and collection, such as software and other contractual services
- Training
- Examples include:
  - Hiring additional staff like limited term employees to produce initial data sets such as road centerlines, address points, PSAP boundary polygons, including creation of



the datasets, remediation of critical errors specifically identified in 2020-21 county remediation report<sup>1</sup>

- Activities related to remediating gaps/overlaps and edge matching with bordering jurisdictions
- Legacy database clean up, such as MSAG and ALI synchronization with GIS data
- Personnel training directly related to NG9-1-1 GIS data implementation
- Consultant or contractor to provide services above

**Ineligible Costs:**

- General staff overhead costs (e.g., staff time, general office supplies, computer hardware for existing staff, etc.)
- Costs for providing emergency services or emergency services equipment
- Costs paid prior to or after the grant project period
- Expenses not directly related to NG9-1-1 implementation (e.g., costs related to surveyor imagery)

**Match/Cost Sharing Requirement:** Under the FY2023 NG9-1-1 GIS Grant Program, there is a 20% cost share/match requirement. Cash match only. For more information on cash match, please see the NGSP.1 NG911 GIS Grants Policy.

Cash match is the only acceptable form of match under the grant program. Cash (hard) match includes non-state or federal cash spent for project related costs. Salaries may be included as cash match if they are local funds (not federal or state funds) being used towards performing grant project related activities. This may include costs such as staff time for instructors but excludes staff time to attend training.

**Grant Timeline:** These timelines may change at any point during the grant process. Changes will be communicated to all applicable parties. Individual periods of performance may differ from the above timeline, but no project period shall exceed 18 months.

**Important Dates:**

- Application Period:* July 2022 – October 25, 2022
- Award Notice:* No later than December 2022
- Project Start Date:* Will vary depending on individual award documents, but no later than January 2023
- Progress Report:* Quarterly
- Project End Date:* No later than 18 months from the project start date.

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<sup>1</sup> Copies of the county remediation report may be requested at [interop@wisconsin.gov](mailto:interop@wisconsin.gov)



**Anticipated Funding Amount:** A maximum of \$1.5 million in FY2023 has been made available for grants under the NG9-1-1 GIS Grant Program. Grant funds will be received in the form of reimbursement following project closeout. You should use your required vendor quote(s) to determine your estimated project budget and consider the maximum amount that you are able to match from local sources and the ability to pay for the full project upfront.

Your proposed project budget total must reflect a maximum of 80% state share and a minimum of 20% local match.

DMA reserves the right to limit the maximum amount that will be funded for individual grants based on available state funds. However, applicants are encouraged to apply for the total amount necessary to achieve NG9-1-1 i3 call routing within their county.

**Source of Funds:** This state grant was authorized by Wis. Stats. § 256.35 (3s) (br), with funds allocated to DMA from the Wisconsin Police and Fire Protection Fund.

**Basic Grant Conditions** - All grant recipients must follow the basic grant conditions outlined below:

1. **Supplantation:** In appropriate circumstances, grant funds may be used to supplant local funds authorized for a county land information office. However, grant funds must increase the amount of funds for the county land information office that would otherwise be available from local resources. County land information office base operating budgets shall not be reduced because of the award of grant funds. Subgrantees that are suspected of supplanting local funds will be scrutinized more closely and Department of Military Affairs (DMA) may require additional documentation to ensure base budgets are not being reduced.
2. **Training:** All personnel who utilize equipment purchased with funds from this grant must receive training either through the equipment vendor or other competent source specific to that piece of equipment before it is put into service. The subgrantee is required to maintain proper training records.
3. **Fiscal Compliance:** To be allowable under a grant program, costs must match the approved budget and must be obligated (purchase order issued, class scheduled) during the grant performance period. If obligated by the end of the grant period, payment must be made within 30 days of the grant period ending date. Reimbursement for travel (i.e., mileage, meals, and lodging) is limited to applicable state rates and timeframes. Taxes are not allowable.
4. **Allowable Costs:** Costs incurred shall be allowable and meet grant goals and objectives.
5. **Programmatic Changes:** Any changes to the grant require **prior** approval from DMA through a modification submitted and approved by the DMA Grant Manager. Changes



requiring a modification may include but are not limited to Budget, Scope of Project, Period of Performance, Project Director, Fiscal Manager, and/or Performance Measures.

6. **Contracts and Procurement:** Subgrantees shall use their own procurement procedures and regulations, provided that the procurement conforms to applicable state law and procurement standards. Copies of legal agreements shall be submitted to the DMA Grant Manager as deemed necessary which may include Contracts, Interdepartmental Agreements and Memorandums of Understanding (MOU) among collaborating agencies.
7. **Conflict of Interest:** No staff member of the subgrantee organization may use their position to obtain financial gain or anything of substantial value for the private benefit of themselves or their immediate family, or for an organization with which they are associated, such as a royalty, commission, contingent fee, brokerage fee, consultant fee, or other benefit. Wis. Stat. § 19.59(1)(a).
8. **Fiscal Control:** The subgrantee will use fiscal control and fund accounting procedures and will ensure proper disbursement of, and accounting for, funds received and distributed under this program, per Wis. Stat. § 16.41 (Agency and authority accounting; information; aid).
9. **Disbursement:** Grant funds will be disbursed by DMA upon completion of approved Program Report(s), Fiscal Report(s), Project Closeout, and satisfaction of Special Conditions. The Final Closeout Report is considered your Request for Reimbursement and must include copies of paid detailed invoices/receipts, necessary supporting documentation and a completed Request for Reimbursement Form signed by the Fiscal Manager for your agency.
10. **Program Income:** All income generated as a direct result of a grant-funded project shall be deemed program income. Program income must be used for the purpose and under the conditions applicable to the award. Program income should be used as earned and accounted for in your reimbursement request.
11. **Copyright, Acknowledgement, and Publications:** The subgrantee will comply with all copyright and materials acknowledgement requirements as addressed in the projects' grant guidelines. The Wisconsin Department of Military Affairs reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for DMA purposes: the copyright in any work developed under this grant; and any rights of copyright to which the subgrantee or a contractor purchases ownership with grant support. The content of any grant-funded publication or product may be reprinted in whole or in part, with credit to the DMA acknowledged. When issuing statements, press releases, and other documents describing projects or



programs funded in whole or in part with grant funds, the subgrantee shall clearly acknowledge the receipt of grant funds in a statement.

12. Grant Compliance: Subgrantee must comply with the Grant Announcement used to announce the funding opportunity and this Grant Award Document. The subgrantee must cooperate with the DMA Grant Manager.
13. Grant Reporting: The subgrantee shall ensure that all grant reporting will be timely on a schedule established by the DMA. Grant reporting information provided to the DMA staff shall accurately assess the completeness of grant goals, activities, benchmarks and target dates.
14. Cooperation with Evaluation or Audit: The subgrantee shall cooperate with the performance of any evaluation or audit of the program by the DMA or by their contractors.

*Special Conditions* – Special conditions may be placed on individual grant awards. Subgrantees with special conditions on their awards are prohibited from expending any funds until those identified conditions are approved by DMA/OEC. Typical special conditions may be, but are not limited to, attendance at grant award kick-off, rollout meetings, updated budget information, and trainings. Failure to comply with any and/or all special conditions may result in de-obligation of grant funding. Any special conditions will be communicated in the awards package.

## Application Requirements

**Application Submission:** Applications must be emailed as attachments to [interop@wisconsin.gov](mailto:interop@wisconsin.gov) by the **application deadline of 11:59 PM CT October 25, 2022**. Emailed applications should be labeled with the subject “FY23 NG9-1-1 GIS Grant Application”. All application documents must be submitted in PDF format.

### APPLICATION CHECKLIST

- Grant Application Form
- Supplemental Documentation
  - Vendor Quote(s) for each grant funded project
  - Joint letter from each PSAP in the county and the Land Information Office indicating support and coordination for NG9-1-1 implementation

If the applicant is in a county that is not participating in the state’s NG9-1-1 contract with AT&T, they must also submit documentation that demonstrates the county is in the formal process of



procuring or has contracted with a vendor for a local/regional ESInet for NG9-1-1 services in the county. Examples of acceptable documentation include final contract documents, approved procurement plans, Request for Proposal/Request for Bid documentation, etc.

## **REPORTING REQUIREMENTS**

If awarded a grant, your agency will be responsible for completing a progress report on a quarterly basis as listed in the award package. A progress report form will be provided with the award package.

## **REIMBURSEMENT**

One-time reimbursement will occur when you submit your closeout materials. Reimbursements will be paid in a paper check unless electronic means are requested specifically by the agency prior to the payment. Additional forms to enable ACH electronic payment will need to be completed. Exceptions may be made in the event of extreme financial hardship.

## **APPLICATION DOCUMENTS**

### **GRANT APPLICATION FORM – required**

Link to attachment: [https://oec.wi.gov/wp-content/library/2022/FY23\\_NG911\\_GIS\\_Grant\\_Application\\_FINAL.pdf?t=1658842591](https://oec.wi.gov/wp-content/library/2022/FY23_NG911_GIS_Grant_Application_FINAL.pdf?t=1658842591)

Be sure to save as a new file or your changes may be lost.

## **CONTACT INFORMATION**

For general questions related to the NG9-1-1 GIS Grant Program, please send an email to [interop@wisconsin.gov](mailto:interop@wisconsin.gov) and someone will assist you as soon as possible. If you experience difficulties reaching someone at the email address above, please call [608] 888-5501.

