

Wisconsin Department of Military Affairs

OEC Grant Announcement

# **FY2025 Daily Use Radio Grant Program**

Application Submission Deadline:  
**11:59 PM CT January 9, 2025**



# Grant Announcement

## FY2025 Daily Use Radio Grant Program

All questions for the FY2025 Daily Use Radio Grant Program should be directed to: [grant.grywalsky@widma.gov](mailto:grant.grywalsky@widma.gov). If you experience difficulties with the email address above, please call [608] 888-5501 for assistance.

**Program Area:** Office of Emergency Communications

**Grant Title:** 2023 Wisconsin Act 221 – FY2025 Daily Use Radio Grant Program

**Description:** The intent of this grant is to assist local government agencies with purchasing radios and equipment needed to transition operations from the existing VHF WISCOM system to the new 7/800 MHz WISCOM system.

**Opportunity Category:** Non-Competitive

**Important Dates:**

- **Application Period:** September 11th – January 9<sup>th</sup>, 2025
- **Award Notice:** No later than February 2025
- **Project Start Date:** March 1, 2025
- **Progress Report:** Due Quarterly
- **Project End Date:** March 1, 2026

**OEC Grant Guide:** For more information and helpful tips on applying, including budget and application tips, grant conditions, and supplanting, please see the OEC Grant Guide: [FY25 OEC Grant Guidance.pdf \(wi.gov\)](#)

## 1. Funding Information

### 1.1. Funding Amount:

Approximately \$1.4 million has been allocated for public safety interoperable communication system upgrades for local units of government whose agencies or entities are daily users of the WISCOM system. Grant funds will be received in the form of reimbursement following the applicant's project closeout. DMA reserves the right to limit the maximum amount that will be funded for individual grants based on available state funds.

### 1.2. Match/Cost Sharing Requirement:

Under the FY2025 Daily Use Radio Grant Program, there is a 20% cost share/match requirement. Your proposed project budget total must reflect a maximum of 80% state share and a minimum of 20% local match. 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. Cash match only. Cash (hard) match funds must remain local and not pass through or be awarded by state or federal grant programs. Allowable cash match must only include those costs that are eligible expenses under the grant program.

The applicant must submit a resolution or other written commitment from their governing body indicating the local unit of government's intention to spend, of its own funds, an amount equal to 20 percent of the total grant awarded. A template with suggested language is included in Section 3.1.



As noted above, you must identify the source of your match amount in your application. Examples of allowable funding sources that can be used for your match amount include:

- Local government budget (e.g., tax levy, bond)
- Donated funds

Unallowable funding sources that CANNOT be used for your match amount include:

- Other federal grants such as the Homeland Security Grant Program
- Local funds already allocated as match on another grant
- Any state or federal funds

## 2. Applicant Eligibility

### 2.1. Eligibility:

Applications must come from the county on behalf of all daily users within the county.

- The City of Fond du Lac and any tribal entities are the only exceptions to this requirement

For example, X County Sheriff's Office would submit an application that includes radios for the sheriff's office, the police department(s), the fire department(s), the public works department, and radios for any other local units of government that are current daily users in the county.

To be considered eligible to apply for the FY2025 Daily User Radio Grant Program, Applicants must:

- Be local units of government that are currently daily users of the statewide public safety interoperable communication system (WISCOM)
- Be local units of government whose government's governing body submits a resolution or other written commitment indicating its intention to join the replacement statewide public safety interoperable communication system (WISCOM 800) required under 2021 Wisconsin Act 58, section 9131 (1) (c), when that system becomes available.

The following Daily Use agencies are eligible to apply for grant funding during this FY25 grant round, with additional priority given to specific agencies to align with the buildout of the new system:

- Florence County
- Kewaunee County
- City of Fond du Lac

Tribal entities may also apply for the grant if applicable under Wis. Stat. § 20.002(13).

## 3. Grant Application

### Grant Application Form & Budget Spreadsheet Links:

Grant Application Form: [Daily-Use-Radio-Grant-Program-Application.pdf \(wi.gov\)](#)

Budget Spreadsheet: [Final-Daily-Use-Radio-Grant-Budget-Spreadsheet-and-Agency-List.xlsx](#)

### 3.1. Grant Application Form:

Applicants must provide the following with the applications:

- Copy of fully executed WISCOM User Agreement(s) for all agencies being included in the application
- Copy of the agency's relevant training plans, possibly including but not limited to:
  - Existing training plans for communications interoperability
  - Regional communications interoperability plan(s)



- Updated training plan to address new and/or upgraded equipment and the transition to the new 7/800 MHz WISCOM system, or a commitment to develop such training
- Copy of the agency's communications interoperability plan
- Interoperability readiness data, including (but not limited to) information on:
  - Existing interoperability repeaters/systems and their location, such as MARC, VTAC, UCALL/UTAC, and 8CALL/8TAC repeaters (stationary or deployable)
  - Radio caches maintained by the applicant that may be available to other counties
  - Current LTE integrations, such as push-to-talk over cellular services
  - Lineup of interoperability frequencies/channels/talkgroups currently programmed in agency radios
- Written acknowledgement that the grant recipient will financially plan for each replaced or upgraded radio's future replacement (identify the life expectancy of the radio)
- Written acknowledgement of a maintenance plan to keep the radio in good operational order
- A resolution or other written commitment from the local unit of government's governing body indicating the local unit of government's intention to spend, of its own funds, an amount equal to 20 percent of the total grant awarded
- A resolution or other written commitment from the local unit of government's governing body indicating its intention to join the replacement statewide public safety interoperable communication system required under 2021 Wisconsin Act 58, section 9131 (1) (c), when that system becomes available. A template with suggested language has been provided below.
  - **Use of this template is optional.** This document shall not be construed as legal advice, and the appropriate legal counsel should be consulted before being submitted by the unit of government's governing body. Link to Resolution Template:  
[FINAL TEMPLATE Resolution Daily Use Radio Grant.docx \(live.com\)](#)

## APPLICATION CHECKLIST

- ☐ Grant Application Form: [Daily-Use-Radio-Grant-Program-Application.pdf \(wi.gov\)](#)
- ☐ Budget Spreadsheet: [Final-Daily-Use-Radio-Grant-Budget-Spreadsheet-and-Agency-List.xlsx](#)
- ☐ Vendor quote(s) and other procurement documentation to verify proposed project costs
- ☐ Copy of executed WISCOM User Agreement for all agencies receiving radios
- ☐ Resolution or other written commitment covering all agencies receiving radios
- ☐ Copy of the agency's communications interoperability plan
- ☐ Copy of the agency's relevant training plan(s)
- ☐ If encryption is being purchased with grant funds:
  - Written plan for implementing and maintaining the use of encryption

### 3.2. Allowable Expenses:

- Up to \$8,000 per radio package (amount includes applicant's matching funds), to include accessories, installation, and programming, for:
  - 7/800 MHz P25 Phase II trunking base station radios/control stations
    - Single-band
    - Multi-band
  - Mobile 7/800 MHz P25 Phase II trunking radios with associated antenna, coax, microphone, speaker
    - Single-band
    - Multi-band



- Portable 7/800 MHz P25 Phase II trunking radios with associated antenna, charger, battery, belt clip/holster, speaker mic
  - Single-band
  - Multi-band
- Flash upgrades to P25 Phase II trunking mobiles/portables/base radios/control stations
- 7/800 MHz base antenna or antenna replacement

**Requirements if encryption is being purchased with grant funds:**

- Encryption must be listed as a separate line item on vendor quotes and invoices.
- Advanced Encryption Standard (AES) **and multi-key** encryption must be features in the radio.
- A plan for implementing and maintaining the use of encryption must be provided as an attachment to the application.
  - Must follow the Storage Location Number (SLN) Plan for Wisconsin.

Any regular maintenance and/or calibration required to ensure the accuracy and dependability of the requested equipment must be completed in accordance with the manufacturer’s recommendations and specifications.

**Second-touch programming:**

- OEC is aware that initial radio programming may be deployed before the full operational cutover of WISCOM 800 in a daily use county. Due to operational need, second-touch programming may be necessary after an agency has fully transitioned to WISCOM 800.
- Due to grant timelines, it is recommended that second-touch programming costs be applied for during a grant round after initial purchase. For example, if an applicant receives a FY25 grant, they should apply for second touch programming costs to be reimbursed during the FY26 grant process.

**3.3 Unallowable Expenses:**

- Subscriber radio accessories that are not included in the above eligible list
- Base station antenna infrastructure upgrades such as towers and coaxial cabling

**3.4. 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, but no project period shall exceed 12 months without approval from OEC.

Application Period:	September 11, 2024 – January 9, 2025
Award Notice:	No later than February 2025
Project Start Date:	March 1, 2025
Progress Report:	Due Quarterly
Project End Date:	March 1, 2026

Application Submission: Applications must be emailed as attachments to [interop@widma.gov](mailto:interop@widma.gov) by the application deadline of 11:59PM January 9, 2025. Emailed applications should be labeled with the subject “FY25 Daily Use Radio Grant Application”. All application documents must be submitted as separate documents and in PDF format.

## 4. Evaluation and Award

**4.1. Evaluation Process:**



Grant applications will be reviewed for completeness, applicant eligibility, and whether the proposed expenses are allowable and reasonable. If requests for funding exceed the amount available in the fiscal year, grant budgets may be reduced at the discretion of the Office of Emergency Communications staff.

#### **4.2. Award Information:**

Applicants will be notified once an award decision has been made. The award documents will specify the awarded grant amount, including the local match amount required, the grant period of performance, and any special conditions that have been placed on the grant award. Awardees must return award documents to [interop@widma.gov](mailto:interop@widma.gov) prior to starting the grant project. All FY25 grant projects may begin no sooner than March 1, 2025.

#### **4.3. Programming Requirements:**

- Grant recipients will be required to program a minimum prescribed set of state, national, and federal interoperability channels in all radios replaced or upgraded with grant funds.
- The prescribed set of channels and talkgroups will not exceed 300 in a multi-band radio capable of VHF, UHF, 700, and 800MHz RF band operation; the number of required channels and talkgroups will be less for radios supporting fewer RF bands. Prescribed channels and talkgroups shall be programmed with the exact names as provided; recommendations will be provided for grouping of channels and talkgroups into zones, along with recommended naming for these zones.
- The complete list of required channels and talkgroups, and zone recommendations, will be made available by the time grant awards are announced.
- Applicants may request an exception to this requirement if extenuating circumstances exist which will prevent full compliance; exception requests shall include a statement of justification and will be subject to review and approval by OEC. Exception requests must be received prior to returning signed grant award documents.
- Programming of WISCOM can only be done by programmers who have been issued an advanced system key by the Office of Emergency Communications.

#### **4.4 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.

#### **4.5. 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. Please reach out to [interop@widma.gov](mailto:interop@widma.gov) before submitting an application if you believe an exception may be needed.

#### **4.6. Recordkeeping Requirement:**

Grant financial and administrative records shall be maintained by grantees for a period of no less than four (4) years following the date of the closure/audit of the grant award. Equipment records shall be maintained for a period of four (4) years following the final disposition, replacement, or transfer of the equipment. Grantees shall record all match earned by its agency, including all supporting documentation. Grantees shall keep records of different state fiscal periods separately, identified, and maintained so that backup documentation may be readily located. Grantees are also obligated to protect records adequately



against fire or other damage. When records are stored away from the grantee's principal office, a written index of the location of records stored should be on hand and available.

**Contact Information:**

For general questions related to the FY2025 Daily Use Radio Grant Program, please send an email to [grant.grywalsky@widma.gov](mailto:grant.grywalsky@widma.gov). If you experience difficulties with the email address above, please call [608] 888-5501.

