

Wireless E911 Funding

March 2, 2015

If you're unsure about anything, please **don't be afraid to ask**

- Joan Raffety, 911 Coordinator, 402-471-0208
 - joan.raffety@nebraska.gov
- Kathy Shepard, 911 Accountant, 402-471-0242
 - kathy.shepard@nebraska.gov
- Sue Vanicek, NTIPS Director, 402-471-0264
 - sue.vanicek@nebraska.gov

911-SAM Process

- Applications due on April 15th
 - Application Form
 - 12 months of call volume information
 - Any new maintenance contracts
- Cost Model Released with Total Annual Payment Amounts Released – May 1st
- Individual PSAP Funding Orders released – Between May and June
- Fiscal year runs from July 1st through June 30th
- Payments made over 11 months – July through May
- Audits Due on October 15th
 - Audit forms
 - Attestation form
 - Documentation of payments
 - Documentation of Funds set-aside

General Information

- Applications due **April 15th**
- Audits due **October 15th**
 - Considered filed timely if it is in the PSC on or before the 15th or if it is postmarked on or before the 15th
 - If you find you are going to be late, request an extension
 - Can be assessed a late fee for a late filed application
 - Can be mailed or emailed
 - Must have original signature on the attestation mailed to PSC

Funds

- Wireless Funds cannot be co-mingled with any other funding source
- Use of and reporting of funds is ultimately the responsibility of the PSAP
- 2013 – Wireless funds received in current fiscal year
 - July 1 through June 30
 - Some PSAPs keep set-aside funds in 2013
- 2014 – Wireless Funds set-aside, saved, sinking fund
 - Commission has not ordered that PSAPs have to use a 2014 fund
 - Could make bookkeeping cleaner of set-aside funds
 - Clarification -- Just because you haven't moved all funds into the 2014 at the end of the year, doesn't mean that those funds aren't set-aside.
 - **Any funds left over at the end of the fiscal year are considered “set-aside” no matter what fund they are sitting in**

Set-aside Funds

- PSAP **can** set aside up to 75% of its annual allocation
 - Don't HAVE to set aside anything
- Funds that are set-aside can be held for up to 10 years
- Wireless ratio is still in effect when spending set-aside funds
- Set-aside funds can only be used to pay for new or upgraded equipment and software
- Before spending set-aside funds, PSAP **must** submit a request for funding to go before the Advisory Board and Commission
 - Request for Funding Form
 - Equipment or Software Bid or Invoice
 - Explanation of Project

Grants

- In the event the PSAP has not had an opportunity to set aside (save) enough funding to purchase necessary 911 equipment, it can request a grant from the Commission for the wireless portion of the cost for the equipment by filing a funding request with the Commission:
 - Request for Funding
 - Copy of bid or invoice
 - Explanation of project
- The Wireless Fund will pay the vendor directly for the amount of the grant
- The grant amount will be deducted out of the PSAP's annual allocation over a five-year period in equal monthly installments (11 months per year)

Wireless Ratio

- Wireless Ratio is determined using 12 months of call volume information filed by the PSAP with the application in April
 - Call volume information should show total 911 calls received broken down by landline and wireless calls
- If call volume information isn't filed with application, PSAP is assigned a default wireless ratio of 55%
- If wireless ratio used when expending funds is higher than annual ratio, PSAP may have an amount deducted the following year
- If wireless ratio used when expending funds is lower than annual ratio, PSAP is not fully utilizing wireless funds for all that they could be spent on
- Wireless Ratios are on the Commission's website at:
 - http://psc.nebraska.gov/ntips/ntips_e911_911-SAM.html

Using Wireless Funds

- Wireless funds can only be used for items that are **necessary to process a wireless call**
- This does not include the items necessary to **dispatch** the call or for the dissemination of the information to first responders, etc.
- Should NOT pay 100% of any cost unless it is specifically a wireless cost
- Should not pay 100% of one invoice and then 0% of next invoice to split ratio

Using Wireless Funds

- Several ways costs can be paid with wireless funds but **must document properly!**
- Split **each invoice** or cost pursuant to wireless ratio
 - Complete copy of invoice
 - Copy of cancelled check, warrant or completed claim form
- Reimburse from wireless fund **monthly, quarterly, annually**
 - Complete copy of invoice
 - Copy of cancelled check, warrant or completed claim form paying invoice from other account
 - Journal entry transferring funds from 2913/wireless funds to other funding source
- **Never pay invoice in full from wireless fund and reimburse from another source**

Eligible Costs

- PSAP can set aside up to 75% of annual allocation
 - Amounts set aside above 75% will be deducted from the next year's allocation
- Equipment and software (new and upgrade) necessary for the provision of wireless E911, including CPE equipment and relevant software
- Maintenance costs for eligible equipment and software
- Maintenance costs related to GIS data

Eligible Costs

- Telecommunications services required for the provision of enhanced wireless 911 service including trunking and connection to the selective router.
 - CenturyLink, Windstream are 911 Infrastructure Companies
 - Telephone bills from smaller telephone companies for database charges
 - A dedicated wireless 911 trunk is eligible for funding – 100%
 - Shared facilities are subject to the wireless ratio
 - Long distance charges are not eligible for funding unless it is a 911 transfer– **Should be using StarCodes**

Star Codes

PSAP NAME	Star Code	S R	STATE	PSAP #	Default Routing ESN
Douglas Co Law Enfric ctr Wireline	501	COUNCIL_BLIUFFS	NEB	114	32
Douglas Co. Law Enfric ctr Wireless	502	COUNCIL_BLIUFFS	NEB	114	
Douglas Co. Law Enfric ctr Fire	503	COUNCIL_BLIUFFS	NEB	114	
Douglas Co. Law Enfric ctr backup	504	COUNCIL_BLIUFFS	NEB	104	
Douglas Co. Law Enfric ctr Backup_1(disc?)	505	COUNCIL_BLIUFFS	NEB	104	
Sarpy Co. Shrf. Wireline	506	COUNCIL_BLIUFFS	NEB	214	39
Washington Co. Shrf Wireline	507	COUNCIL_BLIUFFS	NEB	139	59
Offutt AFB	508	COUNCIL_BLIUFFS	NEB	373	73
Sarpy Co. Shrf. Wireless	509	COUNCIL_BLIUFFS	NEB	214	66
Washington Co. Shrf. Wireless	512	COUNCIL_BLIUFFS	NEB	139	91
Carnoll Co. Shrf Wireline	575	COUNCIL_BLIUFFS	IA	339	49
Cass Co. Shrf. Wireline	577	COUNCIL_BLIUFFS	IA	240	
Clamnda PD Wireline	579	COUNCIL_BLIUFFS	IA	201	52
Fremont Co. Shrf Wireline	581	COUNCIL_BLIUFFS	IA	345	51
Harrison Co. Shrf. Wireline	583	COUNCIL_BLIUFFS	IA	237	55
Mills Co. Com Ctr wireline	586	COUNCIL_BLIUFFS	IA	333	43
Montgomery Co. Shrf. Wireline	588	COUNCIL_BLIUFFS	IA	250	54
Pottawattamie CO. Law Enr Ctr Wireline	590	COUNCIL_BLIUFFS	IA	321	42
Pottawattamie Co Back up	592	COUNCIL_BLIUFFS	IA	368	
Shelby Co. Shrf. Wireline	593	COUNCIL_BLIUFFS	IA	272	
Shenandoah PD wireline	595	COUNCIL_BLIUFFS	IA	346	51
Taylor Co Shrf. Wireline	597	COUNCIL_BLIUFFS	IA	220	
Buffalo Co. Shrf.	520	GRAND_ISLAND	NEB	126	
Box Butte Co. Shrf.	521	GRAND_ISLAND	NEB	133	2
Chadron PD / Dawes Co.	522	GRAND_ISLAND	NEB	105	75
Chase Co.	523	GRAND_ISLAND	NEB	145	
Cheyenne Co.	524	GRAND_ISLAND	NEB	138	
Center Co. Shrf.	525	GRAND_ISLAND	NEB	141	50
Dawson Co. Shrf	526	GRAND_ISLAND	NEB	124	100
Frontier Co. Shrf.	527	GRAND_ISLAND	NEB	142	125
Furnas Co. Shrf.	528	GRAND_ISLAND	NEB	140	150
Montel County	529	GRAND_ISLAND	NEB	125	175
Hall Co. Comm. Ctr.	530	GRAND_ISLAND	NEB	102	200
Hamilton Co.	531	GRAND_ISLAND	NEB	149	
Hitchcock Co. Shrf.	532	GRAND_ISLAND	NEB	135	
Holdrege PD	533	GRAND_ISLAND	NEB	101	
Howard Co. Shrf.	534	GRAND_ISLAND	NEB	119	225
Kearney Co. Shrf.	535	GRAND_ISLAND	NEB	113	250
Keith Co. Shrf.	536	GRAND_ISLAND	NEB	108	
Lincoln Co.	537	GRAND_ISLAND	NEB	103	300
Loop Co. Shrf./Region 26	538	GRAND_ISLAND	NEB	137	325
Memick Co. Shrf.	539	GRAND_ISLAND	NEB	146	
Pawnee Co.	540	GRAND_ISLAND	NEB		
Sheridan Co. Shrf	541	GRAND_ISLAND	NEB	218	370
Red Willow/McCook PD	542	GRAND_ISLAND	NEB		
Franklin County Sheriff	544	GRAND_ISLAND	NEB	380	426
Dundy County	568	GRAND_ISLAND	NEB	378	425
LANCASTER CO LANDLINE	650	Lincoln_Neb	NEB	N/A	
LANCASTER CO WIRELESS	651	Lincoln_Neb	NEB	N/A	
JEFFERSON CO (FAIRBURY)	652	Lincoln_Neb	NEB	N/A	
SALINE CO (KARTE)	653	Lincoln_Neb	NEB	N/A	
SALINE CO (WILBER)	654	Lincoln_Neb	NEB	N/A	
CLAY CO (CLAY CENTER)	655	Lincoln_Neb	NEB	N/A	
GAGE CO (HEATHCK)	656	Lincoln_Neb	NEB	N/A	
NEMAHIA CO (ALBURN)	657	Lincoln_Neb	NEB	N/A	
FILLMORE CO (GENEVA)	658	Lincoln_Neb	NEB	N/A	
BUTLER CO (DAVID CITY)	659	Lincoln_Neb	NEB	N/A	
CASS CO (PLATTSMOUTH)	660	Lincoln_Neb	NEB	N/A	
SEWARD CO (SEWARD)	661	Lincoln_Neb	NEB	N/A	
POLK CO (OSCEOLA)	662	Lincoln_Neb	NEB	N/A	
OTON CO (NEBRASKA CITY)	663	Lincoln_Neb	NEB	N/A	
YORK CO (YORK/COUNTY)	664	Lincoln_Neb	NEB	N/A	
YORK CITY (YORK)	665	Lincoln_Neb	NEB	N/A	
SALUNDERS CO (WAHOO)	666	Lincoln_Neb	NEB	N/A	
Nance	543	NORFOLKE_NE	NEB	373	394
Antelope Co. Shrf.	550	NORFOLKE_NE	NEB	140	
Boone Co. Shrf	551	NORFOLKE_NE	NEB	150	
Boyd / Holt Co.	552	NORFOLKE_NE	NEB	148	
Burt Co. Shrf	553	NORFOLKE_NE	NEB	145	
Cedar Co. Shrf	554	NORFOLKE_NE	NEB	136	4
Colfax Co. Shrf	555	NORFOLKE_NE	NEB	144	
Cuming Co.	556	NORFOLKE_NE	NEB	134	5
Dixon Co. Shrf.	557	NORFOLKE_NE	NEB	106	
Dodge Co. Shrf.	558	NORFOLKE_NE	NEB	130	
Fremont PD	559	NORFOLKE_NE	NEB	127	3
Norfolk PD	560	NORFOLKE_NE	NEB	120	
Platte Co. Shrf	561	NORFOLKE_NE	NEB	141	
Wayne PD	562	NORFOLKE_NE	NEB	147	
Knox County Sheriff	563	NORFOLKE_NE	NEB	371	21
Rock County Sheriff	564	NORFOLKE_NE	NEB	376	24
Murdock County	566	NORFOLKE_NE	NEB	372	22
Pierce County Sheriff	567	NORFOLKE_NE	NEB	379	25
SCOTTSBLUFF WIRELINE	680	Scottsbluff_Neb	NEB		
SCOTTSBLUFF WIRELESS	681	Scottsbluff_Neb	NEB		
KIMBALL WIRELINE	682	Scottsbluff_Neb	NEB		
KIMBALL WIRELESS	683	Scottsbluff_Neb	NEB		
OSHNECOUNTRY, WYOMING	684	Scottsbluff_Neb	NEB		
OSHTA Co. Law/Std. Ctr.	604	SIOUX_CITY	NEB	109	110
Thurston County Sheriff	634	SIOUX_CITY	IA	374	161

Eligible Costs

- Training not to exceed 5% of annual allocation
 - Training must include topics relevant to 911 call-taking
 - NENA/APCO, NESCA Conferences – Submit copies of agendas with audit documentation
- 911 Dispatcher/Call-Taker Salary utilizing the wireless ratio
 - Does not include administrator duties
 - Does not need to be split up on any other basis than wireless ratio
- Effective July 1, 2014, regular funding or set aside funds can be used to pay for **consulting costs** related to the selection and purchase of equipment and software pursuant to wireless ratio

Costs Not Eligible for Wireless Funding

- Charges on phone bills not related to 911 service
- Long Distance unless it is a 911 transfer
- Radio equipment
- Paging equipment or towers
- Furniture
- Reverse 911 software
- Communications tower costs

Attestation Form

WIRELESS 911 SUPPORT ALLOCATION MODEL ATTESTATION REGARDING USE OF FUNDING

I hereby attest that all Wireless 911 Funds received by (PSAP/WSP NAME) for fiscal year (20XX-20XX) were used solely for purposes as outlined in the Final Order Adopting Model and Application Process, entered by the Commission on February 23, 2010 and as amended on April 6 and 13, 2010.

Date

PSAP or Wireless Service Provide Representative

Title

Documentation of Payments

- Complete invoices
 - Need more than the first page of an invoice
 - Need all pages of the invoices for documentation
- Copy of cancelled check, warrant or claim form
 - Must be a fully completed or executed form
- Salary
 - Name of employee
 - Job title of employee
 - Salary per hour
 - Pay period time frame
 - Gross wages per pay period
 - Documentation can be from county system
- Helpful documents that can be obtained from your Clerk or Treasurer
 - County Board Resolutions, Income, Expenditures, Payroll, General Ledger and Trial Balance

Documentation of Set-Aside Amounts

- Complete copies of invoices for any cost paid out of set-aside funds
- Copy of PSC order approving expenditure of set-aside funds
- Documentation to show fund balances in 2913 and 2914 effective **June 30th** of fiscal year

Web Links

- Wireless E911 Department
- http://psc.nebraska.gov/ntips/ntips_e911.html
- 911-SAM Links on Commission's Website:
- http://psc.nebraska.gov/ntips/ntips_e911_911-SAM.html
 - 911-SAM
 - PSAP Eligible Costs
 - PSAP Application
 - WSP Application
 - 911-SAM Audit Form
 - WSP-PSAP Attestation
 - Wireless Ratio

Questions

