

STATE OF MONTANA
Department of Administration
9-1-1 Grant Program

GRANT APPLICATION PROCESS
December 1, 2018

NOFA

On or before September 30 each year, the department issues a Notice of Funding Availability (NOFA) and provides the notice on its website. The NOFA notifies potential applicants of the amount of funding available and that the department is accepting grant applications. Grant applications must be received by the department within 60 days of the posted notice. Applications that meet the submittal deadline are distributed to program staff. *ARM 2.13.405*

PROGRAM STAFF REVIEW

Program staff reviews applications for completeness and may contact applicants if questions arise and request additional information. Program staff distributes all applications received to the council. **After the distribution of the applications to the council no additional application information is requested or allowed from the applicants.**

ADVISORY COUNCIL REVIEW

Each council member independently reviews, evaluates and provides comments for each application in accordance with relevant statutes, administrative rules and policies. **Review and evaluation include: eligibility of the applicant and use of grant funding (10-4-306 MCA), applicant priority (10-4-306(3) MCA), criteria for awarding grants (ARM 2.13.407) and recommended award amount.**

Eligible application evaluation criteria include:

- completeness and effectiveness of the application (20 points maximum). The application must be complete and fully address the requirements in the application form and clearly describe the fulfillment of grant award criteria;
- the extent to which the application supports planning, implementation, operation, or maintenance of 9-1-1 systems, 9-1-1 services, or both as provided by 10-4-306(2), MCA, (50 points maximum); and
- support for the project demonstrated by letters of support from private telecommunications providers, local governments, public safety answering points, and emergency services agencies (30 points maximum). *ARM 2.13.407*

ADVISORY COUNCIL AWARD RECOMMENDATIONS

Each council member submits their completed evaluations to program staff. Program staff compiles all the council member evaluations and distributes an evaluation summary to the council. **This summary includes the overall average score for each application and recommended grant award amount.**

Applications and the evaluation summary are reviewed and discussed in an open public meeting of the council. If marked differences of opinion about an application evaluation exist among council members, the council will discuss the reasons for these differences and seek

consensus. Utilizing the criteria provided in ARM 2.13.407, a final consensus score is assigned to each application and a recommended award amount during the meeting. The council may make conditional or partial grant awards. *ARM 2.13.404(4)*

The council takes formal action and makes a recommendation on which applications to fund and which applications to reject and the award amount for each funded application to the department.

DEPARTMENT FINAL AWARD

The department reviews the Council's recommendations and makes the final decision on all grant awards. The department must make final grant awards within 90 days of receiving the council's recommendations. *ARM 2.13.405*

NOTIFICATION

Applicants are notified after the final decisions are made. The department posts on its website the council's grant award recommendations and the department's final grant awards. Grantees later receive an official grant award notification with information about grant contract, reporting, monitoring and recordkeeping requirements from program staff. *ARM 2.13.410*

Montana Code Annotated 2017

TITLE 10. MILITARY AFFAIRS AND DISASTER AND EMERGENCY SERVICES

CHAPTER 4. STATE EMERGENCY TELEPHONE SYSTEM

Part 3. Emergency Telephone System Account -- Usage

9-1-1 Grants

10-4-306. 9-1-1 grants. (1) The department shall, in consultation with the 9-1-1 advisory council created pursuant to **10-4-105**, award competitive grants annually using the account established pursuant to **10-4-304(2)(b)** for private telecommunications providers and for local government entities that host public safety answering points. Beginning July 1, 2018, grants must be awarded to private telecommunications providers, local government entities that host public safety answering points, or both in accordance with this section and with rules adopted by the department in accordance with **10-4-108**.

(2) In accordance with subsection (3), grants may be awarded to private telecommunications providers and to local government entities that host public safety answering points for:

- (a) emergency telecommunications systems plans;
- (b) project feasibility studies or project plans;
- (c) the implementation, operation, and maintenance of 9-1-1 systems, equipment, devices, and data; and
- (d) the purchase of services that support 9-1-1 systems.

(3) In awarding grants, preference must be given to applications in the following order of priority:

- (a) requests by private telecommunications providers or by local government entities that host public safety answering points by working with a private telecommunications provider; and
- (b) requests by local government entities that host public safety answering points.

(4) Nothing in this section prevents a local government entity that hosts a public safety answering point in accordance with this section from:

- (a) providing grant money received by the local government entity to a private telecommunications provider for 9-1-1 purposes; or
- (b) collaborating with another local government entity on a joint grant application.

History: En. Sec. 8, Ch. 367, L. 2017.

Montana Code Annotated 2017

TITLE 10. MILITARY AFFAIRS AND DISASTER AND EMERGENCY SERVICES

CHAPTER 4. STATE EMERGENCY TELEPHONE SYSTEM

Part 1. Emergency Telephone System Plans

Definitions

10-4-101. Definitions. As used in this chapter, unless the context requires otherwise, the following definitions apply:

(1) "9-1-1 system" means telecommunications facilities, circuits, equipment, devices, software, and associated contracted services for the transmission of emergency communications. A 9-1-1 system includes the transmission of emergency communications:

(a) from persons requesting emergency services to a primary public safety answering point and communications systems for the direct dispatch, relay, and transfer of emergency communications; and

(b) to or from a public safety answering point to or from emergency service units.

(2) "Access line" means a voice service of a provider of exchange access services, a wireless provider, or a provider of interconnected voice over IP service that has enabled and activated service for its subscriber to contact a public safety answering point via a 9-1-1 system by entering or dialing the digits 9-1-1. When the service has the capacity, as enabled and activated by a provider, to make more than one simultaneous outbound 9-1-1 call, then each separate simultaneous outbound call, voice channel, or other capacity constitutes a separate access line.

(3) "Commercial mobile radio service" means:

(a) a mobile service that is:

(i) provided for profit with the intent of receiving compensation or monetary gain;

(ii) an interconnected service; and

(iii) available to the public or to classes of eligible users so as to be effectively available to a substantial portion of the public; or

(b) a mobile service that is the functional equivalent of a mobile service described in subsection (3)(a).

(4) "Department" means the department of administration provided for in Title 2, chapter 15, part 10.

(13) "Per capita basis" means a calculation made to allocate a monetary amount for each person residing within the jurisdictional boundary of a county according to the most recent decennial census compiled by the United States bureau of the census.

(14) "Private safety agency" means an entity, except a public safety agency, providing emergency fire, ambulance, or medical services.

(15) "Provider" means a public utility, a cooperative telephone company, a wireless provider, a provider of interconnected voice over IP service, a provider of exchange access services, or any other entity that provides access lines.

(16) "Public safety agency" means a functional division of a local government or the state that dispatches or provides law enforcement, firefighting, or emergency medical services or other emergency services.

(17) "Public safety answering point" means a communications facility operated on a 24-hour basis that first receives emergency communications from persons requesting emergency services and that may, as appropriate, directly dispatch emergency services or transfer or relay the emergency communications to appropriate public safety agencies.

(18) "Relay" means a 9-1-1 service in which a public safety answering point, upon receipt of a telephone request for emergency services, notes the pertinent information from the caller and relays the information to the appropriate public safety agency, other agencies, or other providers of emergency services for dispatch of an emergency unit.

(19) "Subscriber" means an end user who has an access line or who contracts with a wireless provider for commercial mobile radio services.

(20) "Transfer" means a service in which a public safety answering point, upon receipt of a telephone request for emergency services, directly transfers the request to an appropriate public safety agency or other emergency services provider.

(21) "Wireless provider" means an entity, as defined in **35-1-113**, that is authorized by the federal communications commission to provide facilities-based commercial mobile radio service within this state.

History: En. Sec. 1, Ch. 635, L. 1985; amd. Sec. 30, Ch. 370, L. 1987; amd. Sec. 46, Ch. 42, L. 1997; amd. Sec. 1, Ch. 448, L. 1997; amd. Sec. 1, Ch. 304, L. 2007; amd. Sec. 15, Ch. 2, L. 2009; amd. Sec. 1, Ch. 316, L. 2013; amd. Sec. 16, Ch. 367, L. 2017.



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Rule Title: GRANT PROGRAM DEFINITIONS

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Latest version of the adopted rule presented in Administrative Rules of Montana (ARM):

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2.13.401 GRANT PROGRAM DEFINITIONS

- (1) "9-1-1 grant account" means the account established in [10-4-304\(2\)\(b\)](#), MCA.
- (2) "Certified PSAP" means the same as ARM [2.13.301\(1\)](#).
- (3) "Department's website" means the website sitsd.mt.gov/Governance/Boards-Councils/9-1-1 maintained by the department for the State Information Technology Services Division's Public Safety Communications Bureau.
- (4) "Private telecommunications provider" means a provider as defined in [10-4-101\(15\)](#), MCA.

History: [10-4-108](#), MCA; [IMP](#), [10-4-101](#), [10-4-304](#), [10-4-306](#), MCA; [NEW](#), 2018 MAR p. 1816, Eff. 9/8/18.

MAR Notices	Effective From	Effective To	History Notes
2-13-577	9/8/2018	Current	History: 10-4-108 , MCA; IMP , 10-4-101 , 10-4-304 , 10-4-306 , MCA; NEW , 2018 MAR p. 1816, Eff. 9/8/18.

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2.13.404 ELIGIBILITY REQUIREMENTS FOR GRANTS

(1) The following may apply for grants as provided in [10-4-306](#), MCA:

- (a) private telecommunications providers; and
- (b) certified PSAPs.

(2) For grant awards made during state fiscal year 2019, expenditures incurred by a grant recipient between July 1, 2018, and the grant award date are eligible for reimbursement with 9-1-1 grant program funding.

History: [10-4-108](#), MCA; [IMP](#), [10-4-108](#), [10-4-306](#), MCA; [NEW](#), 2018 MAR p. 1816, Eff. 9/8/18.

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2.13.405 APPLICATION FOR GRANTS

(1) An applicant for grant funds shall submit an application on a form approved by the department in consultation with the 9-1-1 Advisory Council. The application form is available on the department's website. In fiscal year 2020 and thereafter, grants will be awarded on a prospective basis.

(2) On or before September 30 each year, the department shall determine and provide public notice of the amount of grant funds available.

(3) The department shall provide notice on its website that it is accepting grant applications. Grant applications must be received by the department within 60 days of the posted notice. The department shall post notice of the application deadline on its website.

(4) The department shall make final grant awards within 90 days of receiving the 9-1-1 Advisory Council's recommendations.

History: [10-4-108](#), MCA; [IMP](#), [10-4-106](#), [10-4-306](#), MCA; [NEW](#), 2018 MAR p. 1816, Eff. 9/8/18.

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Rule: 2.13.407

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Rule Title: APPLICANT PRIORITY AND CRITERIA FOR AWARDING GRANTS

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2.13.407 APPLICANT PRIORITY AND CRITERIA FOR AWARDING GRANTS

(1) The department, in consultation with the 9-1-1 Advisory Council, shall apply the applicant priority in [10-4-306\(3\)](#), MCA.

(2) The department, in consultation with the 9-1-1 Advisory Council, shall evaluate all eligible applications using the following criteria:

(a) completeness and effectiveness of the application (20 points maximum). The application must be complete and fully address the requirements in the application form and clearly describe the fulfillment of grant award criteria;

(b) the extent to which the application supports planning, implementation, operation, or maintenance of 9-1-1 systems, 9-1-1 services, or both as provided by [10-4-306\(2\)](#), MCA, (50 points maximum); and

(c) support for the project demonstrated by letters of support from private telecommunications providers, local governments, public safety answering points, and emergency services agencies (30 points maximum).

(3) The 9-1-1 Advisory Council shall provide grant award recommendations to the department utilizing the criteria provided in (2).

(4) The department, in consultation with the 9-1-1 Advisory Council, may make conditional or partial grant awards.

(5) The department shall post on its website the 9-1-1 Advisory Council's grant award recommendations and the department's final grant awards.

History: [10-4-108](#), MCA; [IMP](#), [10-4-106](#), [10-4-306](#), MCA; [NEW](#), 2018 MAR p. 1816, Eff. 9/8/18.

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