

ALABAMA STATEWIDE NINE-ONE-ONE BOARD  
ADMINISTRATIVE CODE

CHAPTER 585-X-2  
BOARD OPERATIONS AND MEETINGS

585-X-2-.08      Alabama 9-1-1 Board Grant Program.

(1) Goal, Purpose and Funding.

(a) The Grant Program is established by the Alabama 9-1-1 Board (the Board) to provide financial assistance to Emergency Communication Districts (ECDs) based on needs in compliance with Sec. 11-98-1 et seq. Code of Ala. 1975, as amended. The purpose is to fund non-recurring costs or capital expenditures to achieve or maintain continuity and enhancement of 9-1-1 services assuring that every location in the State of Alabama has access to 9-1-1 service.

(b) At the discretion of the Board, additional operational grants may be awarded to districts outside of the regular distribution upon a showing of hardship in compliance with Sec. 11-98-5.2 Code of Ala. 1975, as amended.

(c) The grant program is funded to the extent that funds are available to the Board.

(2) Eligibility.

(a) Eligible Applicants:

1. The applicant must be a validly formed and operating Alabama ECD at the time of submission of grant application.

2. The ECD must be in compliance with Sec. 11-98-1 et seq. Code of Ala. 1975, as amended.

3. The ECD must be willing and available to provide reasonable ECD and/or PSAP data at the request of the Alabama 9-1-1 Board or its designee.

4. The ECD must have submitted an ECD certification for the grant cycle during which it is applying.

5. The ECD must have submitted any reporting requirement of the Alabama Department of Examiners of Public Accounts for the grant cycle during which it is applying.

(3) Definitions.

(a) All definitions stated in Sec. 11-98-1 Code of Ala. 1975, as amended and Chapter 585-X-3 Administrative Code of Alabama are applicable, in addition to the following:

1. "Grant Cycle" - the timeframe assigned to a specific period when grant applications are received, reviewed, and potentially awarded.
2. "Deliverable" - good or service to be provided as a product of the grant project process.

(4) Calendar.

(a) The Board will establish and advertise the application period for each grant cycle. Review of applications will take place for thirty (30) days after the application period ends, and grants, if any, will be awarded at the next regularly scheduled Board meeting after the review is completed. An application not funded in a grant cycle must be resubmitted in order to compete again in a subsequent grant cycle.

(b) Any ECD seeking grant funding for hardships or consolidation may petition the Board at any time, regardless of the aforementioned calendar.

(5) General Conditions.

(a) The applicant must provide one electronic version of the application package with any accompanying documentation to be emailed or placed on a storage media device to be mailed or hand delivered to the office of the Alabama 9-1-1 Board or other designated location on or before the advertised application period end date.

(b) Procurement shall be based on the ECD's governing authority's purchasing requirements and any purchasing requirements of the State of Alabama.

(c) All grant applications shall be accompanied by at least two (2) written competitive complete quotes from different vendors for grants requesting new goods or services. If the applicant is unable to provide at least two (2) quotes or the quote provided is for the continuation of an existing good or service, then an explanation as to why must be included.

(d) If two or more ECDs choose to apply jointly for a grant, each ECD will be required to submit individual components of the application detailing the funds requested by that ECD and the project components as it pertains to that ECD. Additionally, a combined grant project summary will be required detailing the entire project as well as a memorandum of understanding of all ECDs involved in the project. If an

ECD applies jointly for a grant, that ECD may still apply individually for other unrelated projects.

(e) Applications must include all necessary costs (including that of any third party) required for the full implementation of the project. If the grant application award is less than the total cost of the project or the grant requires an agency match, the applying ECD will be required to provide verification of its ability to fund the difference.

(6) Eligible Use of Funds.

(a) Grant funds must be used pursuant to Sec. 11-98-6 Code of Ala. 1975, as amended, which states how funds must be used by an ECD.

(b) Any property acquired with grant funds must be used for the direct benefit of the ECD throughout the useful life of the property.

(7) Review of Applications by the Board.

(a) The decision to award or not award grants funds is entirely at the discretion of the Board.

(b) A Committee or working group of the Board will evaluate all complete and eligible applications submitted to the Board or its designee based on the substance of the request and make recommendations to the full Board.

(c) The Board or its designee will notify applicants within thirty (30) days after the application period ends if the application does not meet the guidelines and will identify items that need to be provided before the application will be considered by the Board or its designee.

(d) An applicant should demonstrate that it has developed an attainable plan to achieve or maintain continuity and enhancement of 9-1-1 services and priority will be given to those projects that:

1. Require immediate funds to continue operation, including but not limited to, replacement, repair, or upgrade of a system critical to the provision of modern 9-1-1 service;
2. Implement measures that maximize efficiencies in the provision of modern 9-1-1 service in the State of Alabama, including but not limited to, regionalization or consolidation of facilities, services, systems, etc.
3. Enhance existing services or fill the technology needs of the ECD that will facilitate significant progress

toward achieving readiness for and compatibility with next generation 9-1-1 technology systems, including but not limited to, hardware, software, and services, as well as protective, enhancing, and backup systems to 9-1-1.

(e) Since applicants must compete for available grant funds, the Board or its designee will award funds after considering the following factors:

1. Soundness of project plan;
2. Feasibility of project;
3. Readiness to proceed;
4. Sustainability of the project without additional funding from the Board; and,
5. Degree to which grant funds will assist in achieving or maintaining, compliance with any Board adopted standards, policies, projects, missions, plans, objectives or rules.

(8) Approval and Award.

(a) Within sixty (60) days after the application deadline, the Board or its designee will make a decision to either approve or disapprove each application. The Board or its designee may choose to modify the amount of any grant awarded by either increasing or decreasing the amount requested in the application or designating a match requirement. The Board or its designee may also choose to offer an alternative to the project as submitted in the application.

(b) The Board or its designee will notify each applicant in writing of the Board's or its designee's decision regarding the application.

(9) Administrative/Reporting Requirements.

(a) Successful applicants must enter into a Grant Project Agreement with the Board or its designee. The Grant Project Agreement will establish the terms and conditions of the grant award.

(b) Successful applicants will be required to submit a Request for Change Form for approval prior to any changes being made to the project.

(c) Successful applicants will be required to submit regular Status Reports during the project based on the terms and conditions set forth within the Grant Project Agreement.

(10) Forms.

(a) The Board shall formulate and publish, all forms necessary to administer the Grant Program, including but not limited to, Grant Application, Grant Project Agreement, Request for Change, Status Report, and Deliberation Forms.

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**Statutory Authority:** Code of Ala. 1975, §11-98-4.1, as amended.

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