|  |  |
| --- | --- |
| **Applicant (County)**  | [Insert applicant name. The applicant is your **COUNTY,** unless you are Sikeston or the City of St. Louis, in which case the applicant is your city.] |
| **Elected Emergency Services Board**, if applicable | [If applicable, insert the name of your county’s elected emergency services board. This applies to counties with a county-level sales tax dedicated to 911, pursuant to 190.335 RSMo or 190.292. Or put N/A] |
| **Lead 911 Entity**  | [Insert the name of lead 911 entity responsible for implementation of this project (i.e. PSAP)] |
| Has the organization has completed the MO 911 Service Board’s most recent Annual PSAP Survey [check yes or no] [ ]  Yes [ ]  No *(If not, please complete the latest survey found here to be eligible to apply for this grant* [*https://www.missouri911.org/psaps*](https://www.missouri911.org/psaps)*)*  |
| **Project Title**  | [Insert a one-line description of your proposed project] |
| **PROPOSAL NARRATIVE1. Names and Primary Contact Information** |
| **County Contact Information** | [Insert name of your **County Commissioner**, or other representative of your county’s governing body.] [Title] [Address][Telephone][Email]  |
| [ ]  *Check here if you would like for this person to serve as the* ***project lead/primary contact*** *and serve primary contact for ongoing communication with the board.* |
| **Elected Emergency Services Board**, if applicable | [A 911 Service Authority is an county -elected 911 Board created pursuant to RSMo 190.335 or 190.292. This section is only applicable if you have a county 911 sales tax. If you do not have a county 911 sales tax, please move onto “911 Entity”][Title] [Address][Telephone][Email]  |
| [ ]  *Check here if you would like for this person to serve as the* ***project lead/primary contact*** *for ongoing communication with the board.*  |
| **Contact from Lead 911 Entity**,if not already listed) | [Insert name of a primary contact person from the 911 entity leading this project. If your county has a county -elected 911 Board created pursuant to RSMo 190.335 or 190.292 this person may have already been listed under “Elected Emergency Services board”] [Title] [Address][Telephone][Email]  |
| [ ]  *Check here if you would like for this person to serve as the* ***project lead/primary contact*** *and serve primary contact for ongoing communication with the board.* |
| **Other Contacts** | [Please insert names and contact information for anyone else you would like copied on correspondence with the MO 911 Service Board in relation to this project] [Title] [Telephone][Email] [add additional lines as needed] |
| **2. Jurisdiction Information** |
| **Number of PSAPs in the applicant’s county** or if you are in Sikeston or the City of St. Louis, in your city | [Insert Number of PSAPs here]  |
| Number of constituents served by the project | [Insert **number** of constituents served by the project]  |
| Describe your service area | [Provide a brief description of the population and geographic area being served by this project  |
| Service Level  | Applicant’s **current service level** Please check one: [ ]  Basic (No 911) [ ]  Enhanced (Only Wireline)[ ]  Phase I (Wireless number only)[ ]  Start Phase II[ ]  Phase II (Latitude/Longitude) | Applicant’s **service level upon project completion**Please check one: [ ]  Basic (No 911) [ ]  Enhanced (Only Wireline)[ ]  Phase I (Wireless number only)[ ]  Start Phase II[ ]  Phase II (Latitude/Longitude) |
| Text-to-911 | Does applicant **currently have** **text-to-911?**[ ]  Yes, currently have text-to-911 [ ]  No  | Will applicant have **text-to-911 upon project completion?**[ ]  Yes, will add text-to-911, or already implemented[ ]  No |
| NG911 Compatibility  | Is applicant’s equipment **currently NG911 compatible and meet the NENA i3 Solution Standard for Emergency Services IP Network?**[ ]  Yes, currently NG911 compatible/meets NENA i3 standard for ESInet[ ]  No  | Will all equipment for the proposed project be **NG911 compatible and meet the NENA i3 Standard for Emergency Services IP Network** **at the completion of the project?**[ ]  Yes, will become NG911 compatible/meet NENA i3 standard for ESInet or already is compatible/meets standards[ ]  No |
| Emergency Medical Dispatch (EMD)  | Does applicant **currently** **use emergency medical dispatch services**, including prearrival medical instructions? [ ]  Yes, currently have EMD implemented [ ]  No | Will **emergency medical dispatch services**, including prearrival medical instructions be implemented **upon project completion?**[ ]  Yes, will implement EMD, or already implemented[ ]  No |
| Mapping/Addressing | Does applicant **currently have mapping and addressing** of all county locations? [ ]  Yes, currently have mapping and addressing of county locations and it **does** meet NENA GIS Standards[ ]  Yes, currently have mapping and addressing of county locations but it **does** **not** meet NENA GIS Standards[ ]  No | Will applicant have **mapping and addressing** **of all county locations upon project completion**?[ ]  Yes, will implement mapping and addressing of all county locations that meet NENA GIS Standards[ ] N/A, already implemented[ ]  No |
| **3. Funding Request Detail** |
| Total Amount of Funding Requested | [Insert the total amount of funds requested]  |
| Preference for Grant or Loan | Please check one: [ ]  Grant [ ]  Loan[ ]  Combination - [Insert Amount] Grant; [Insert Amount] Loan |
| Total Project Amount | [If the project total exceeds the amount requested, please indicate the total project amount **and** how the rest will be funded – i.e. by your county, through another award, etc.]  |
| **4. Funding Objectives** |
| Indicate the statutory purposes to be addressed by the 911 communications service project described in the application | Please check all that apply: [ ]  Implementation of 911 services in counties of the state where services do not exist [ ]  Improve existing 911 systems[ ]  Promotion of consolidation of PSAPs, where appropriate[ ]  Mapping and addressing all county locations[ ]  Ensuring primary access and texting abilities to 911 services for disabled residents[ ]  Implementation of initial emergency medical dispatch services, including prearrival medical instructions, in counties where those services are not offered as of the date of the application[ ]  Development and implementation of an emergency services internet protocol network that can be shared by all public safety agencies. |
| **4. Personnel Information** |
| Provide name and title of key personnel performing work on the project, or a job description for vacant positions. | [Insert Name][Insert Title] -insert lines as needed- |
| **5. Approach to Service**:  |
| Provide a **summary of the activities** to occur, including a **workplan, timeline** (that identifies activities start and completion dates) & **key personnel responsible** | [Describe activities to occur, including purchases to be made, training to be completed, etc.]  |
| Award Priority Areas to be achieved by the project | Please **check and describe** all that apply: [ ]  Include one or more public safety answering points (“PSAPs”) located in a jurisdiction with a 911 service level of basic (defined by the Board to mean “No 911 equipment”) * If this applies, please list all participating PSAPS:

[ ] Consolidate two or more PSAPs* Please describe approach to consolidation (physical, virtual, etc.):

[ ]  Consolidate 911 services within or across [defined region](https://www.missouri911.org/regions)s;* Please describe how your project addresses this award area:

[ ]  Move one or more PSAPs up one or more service levels;* Please describe how your project addresses this award area:

[ ]  Meet the NENA i3 Solution Standard for Emergency Services IP Network;* Please describe how your project addresses this award area:

[ ]  Become NG9-1-1 compatible; * Please describe how your project addresses this award area:

[ ]  Include purchasing 911 communications equipment, that are currently non-existent (versus replacement of existing 911 communications equipment);* Please describe how your project addresses this award area:

[ ]  Add Text-to-911 (defined as the ability to send a text message to reach 911 emergency call takers from a mobile phone or device).* Please describe how your project addresses this award area:
 |
| Report progress and expenditures | Please check below: [ ]  The project lead agrees to submit quarterly reports on progress and expenditures to the Board and a final reconciliation no later than thirty (30) calendar days after project completion  |
| Sustainability | Provide a brief description of how activities in the funded project will be able to be **sustained by the applicants and their 911 Service Authorities beyond the life of the grant or loan** being requested:[Include how you are able to sustain ongoing costs related to this project after implementation including subscription costs, maintenance costs, etc.]  |
| **7. Written Signature and Certification** |
| All applications must include an attachment for written signatures and certifications. This can be found under “[Attachment 1 – Written Signature and Certification](https://www.missouri911.org/grants-and-funding-opportunities)” on the Board’s website : County Commission, or if you are Sikeston or the City of St. Louis, your city governing body If applicable, your county’s Elected Emergency Services Board. This applies to counties with a county-level sales tax dedicated to 911, pursuant to 190.335 RSMo or 190.292. Lead 911 Entity, which will typically be a PSAP, but could also be the county commission or elected emergency services board | Please check below: [ ]  I have completed Attachment 1-Written Signature and Certification found on the Missouri 911 Service Board website (<https://www.missouri911.org/grants-and-funding-opportunities>), including signature from a governing body of my county, and have attached it to or with this application.  |
| **TECHNICAL ASSISTANCE REPORT**1. **Detailed Budget Proposal & Justification**
 |
| **Capital expenses** incurred by the applicants, their 911 Service Authorities or any other source for the purchase of materials, equipment, supplies;**Operating expenses** incurred by the applicants, their 911 Service Authorities or any other source for – personnel, administration or operations;**Training expenses** incurred by the applicants, their 911 Service Authorities or any other source for programs, facilities, travel, and trainers;**Other Direct Costs** incurred by the applicants, their 911 Service Authorities or other sources for the funded project. | List of proposed expenditures: [Example: - XYZ Call processing equipment (Hardware) $30,000- XYZ Call processing equipment software license ( Software or saas) $12,000- XYZ Call processing equipment first year maintenance (current or ongoing maintenance) $3,400- XYZ Call processing equipment training $4,000- XYZ Call processing equipment miscellaneous install or implementation fees $2,000] |
| **Attachments:**  | Please describe any attachments you have included with the technical assistance for this application: * [Examples include project budget sheet, equipment quotes from vendors]
 |
| 1. **Financial Records**
 |
| Financial Recordsand other documents demonstrating that the applicants, through their 911 Service Authorities or otherwise, are capable of operating and maintaining ongoing 911 services after project completion. | Please name and describe any attached financial records: * [Examples of appropriate attachments include PSAP budgets]
 |
| 1. **For Loan Applications Only**
 |
| For loan applications only, financial records and other documents or information demonstrating that the applicants and their 911 Service Authorities are able to provide at least 50% of the funding for the project. | Please describe any attachments you have included with this application: * [Examples of appropriate attachments include PSAP budgets]
 |
| **CHECKLIST:**  |

[ ]  Completed Application

[ ]  Attachment 1: Written Signature and Certification

[ ]  Financial Records Demonstrating Sustainability (PSAP Budget, etc.)

[ ]  If applicable, MOUs with joint, or multi applicant projects