



pennsylvania

EMERGENCY MANAGEMENT AGENCY

9-1-1 OFFICE

Fiscal Year 2014-15
Wireless Funding
Reallocation Procedures

Effective January 1, 2014

Fiscal Year 2014-2015 Wireless Funding Reallocation Procedures

I. Purpose

To establish wireless program procedures for reallocation of funds.

II. Authority

Chapter 53, Emergency Telephone Service, of Title 35 of the Pennsylvania Consolidated Statutes, 35 Pa.C.S.A. §§ 5301 *et seq.*

III. Procedures

1. The Public Safety Answering Point (PSAP) shall submit the request on county letterhead to the Deputy Director for Operations, Pennsylvania Emergency Management Agency (PEMA) via US mail, fax, or email.
2. The PSAPs request shall include:
 - a. Details on where the funds are coming from (which prior approved category/line item and funding year).
 - b. The project/or equipment to which the county/city would like to reallocate the funds.
 - c. The funding year associated with the purchase.
 - d. Supporting documentation (vendor quote or invoice) that details the project/equipment being requested.
 - e. Justification that supports the request for reallocation.

IV. Guidelines

Funds can only be reallocated to eligible costs. Eligible costs are those determined by the PEMA, based on the recommendations of the Wireless Subcommittee of the E-911 Emergency Services Advisory Committee, to be in furtherance of the Statewide Wireless E9-1-1 Plan, and included as eligible expenditures in the “PSAP Funding Eligibility List” established by PEMA; provided that such costs submitted shall also meet or exceed the technical standards established by PEMA for the deployment and maintenance of Phase II wireless E-911 service.

Reallocation to new equipment, systems, or services (New Request – An item or service that has not been previously requested to be funded) or to existing equipment, systems, and services line items (overages) will follow the same guidelines as if a line item was placed on the yearly funding application. Upon deployment, the reallocation request will be approved based on the shared costs concept which is dependent on the percentage of wireless E-911 calls and a PSAP’s relative deployment status.

For State Fiscal Year (SFY) 2014-15, prior year unspent funds may be reallocated to any approved, partially funded, SFY 2014-15 line item. Upon reallocation approval of unspent funds to the approved partially and/or unfunded costs, PEMA will consider these costs fully funded.

New: Reallocation of funds from one approved, partially funded, SFY 2014-15 line item to another approved, partially funded, SFY 2014-15 line item will not require reallocation approval from PEMA.

Personnel reallocations shall be reviewed based on the criteria that no PSAP may be funded for more than 70 percent of its agency approved personnel training, salary and benefit costs during the agency's fiscal year.

Requests for reallocation of wireless interest earned shall be submitted in accordance with the above procedures. Interest reallocation will not be subject to the PSAP's relative deployment status and percentage of wireless E-911 calls. For SFY 2014-15, wireless interest may be reallocated to approved, partially funded or unfunded SFY 2014-15 costs. Upon reallocation approval of wireless interest to the approved partially and/or unfunded costs, PEMA will consider these costs fully funded.

Reallocation requests are only required for new requests, use of unspent funds and use of wireless interest earned.

PEMA reserves the right to request documentation from the county controller or senior fiscal officer supporting any reallocation request.

Requests to reallocate funds at 100 percent for a multi-county 9-1-1 system, with commitment and eventual connection to the statewide Emergency Services IP Network (ESInet) project, will be reviewed on a case by case basis.

PEMA reserves the right to approve any reallocation in full if it deems that the PSAP's ability to provide 9-1-1 service to the citizens of the Commonwealth may be in jeopardy.