



**Homeland Security  
and Emergency Services**

**Combined SFY2025 & SFY2026  
Public Safety Answering Point (PSAP)  
Operations Grant Program**

**Request for Applications (RFA)**

**Application Deadline: June 3, 2026 by 5:00pm**

## Table of Contents

I. Introduction .....	3
II. Eligibility .....	3
III. Awards .....	3
IV. Grant Objectives .....	5
V. Authorized Program Expenditures .....	5
VI. Application Format and Content .....	7
VII. Timeline and Checklist of Required Documents .....	8
VIII. Award of Funds and Vendor Responsibility .....	8
IX. Administration of Grant Contracts.....	8
A. Issuing Agency .....	8
B. Filing an Application .....	9
C. Reserved Rights.....	9
D. Debriefings.....	10
E. Terms of the Contract .....	11
F. Payment and Reporting Requirements of Grant Recipients .....	11
G. General Specifications.....	15
H. Special Conditions .....	16
X. Questions .....	18

## **I. Introduction**

The purpose of this Request for Applications (RFA) is to solicit proposals for the Combined SFY2025 & SFY2026 Public Safety Answering Point (PSAP) Operations Grant Program. The Grant allows counties to receive State support for eligible public safety call-taking and dispatching expenses. The State will provide support in the form of reimbursement for operating expenses in a PSAP, including personnel costs.

New York Executive Law § 717 states that the Office of Interoperable and Emergency Communications (OIEC), an office of the New York State Division of Homeland Security and Emergency Services (DHSES), is to coordinate a grant program to facilitate the operation of public safety communications and support statewide interoperable communications for first responders. The State Budget for 2025 & 2026 (State Fiscal Years 2025 & 2026) appropriates \$10 million each fiscal year, in grants to eligible applicants in support of operations and improvements of PSAPs.<sup>1</sup> This RFA represents a combined allocation total of \$20 million from the SFY2025 and SFY2026 allocation amounts.

The PSAP Operations Grant Program not only supports an awardee's existing operations but also encourages the development of Next Generation 911 (NG911) technologies and the Geographic Information System (GIS) data needed for NG911. The Grant also promotes the development of operational and procedural efficiencies and overall collaboration between different jurisdictions, such as other counties and state agencies. This remains a critical focus of OIEC's mission to ensure emergency communication capabilities across New York State continue to advance their operations.

## **II. Eligibility**

To be eligible to apply for and receive grant funding for the Combined SFY2025 & SFY2026 PSAP Operations Grant Program, applicants must:

Be a county government within New York State or New York City requesting funding for the benefit of the county as a single entity. Applications must be submitted by the county government. (The five boroughs which comprise New York City [Bronx, Kings, Queens, New York, and Richmond] must apply as a single entity.)

## **III. Awards**

The \$20 million in funding through the Combined SFY2025 & SFY 2026 PSAP Operations Grant Program will be distributed noncompetitively among all eligible applicants, providing a base level funding total of \$8,700,000 (\$150,000 per applicant) and incorporating population, square mileage (based on official census data), and prior award information for the remaining \$11,300,000.

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<sup>1</sup> 2024 & 2025 Laws of New York Chapter 53

The chart below depicts each eligible recipient and their award amount.

**Please note that all projects submitted in the “Budget” tab of the Application Worksheet should total the award amount listed below for each recipient.**

Recipient	Award Amount	Recipient	Award Amount
Albany	\$456,200	Niagara	\$375,216
Allegany	\$286,626	Oneida	\$446,226
Broome	\$393,534	Onondaga	\$465,122
Cattaraugus	\$334,508	Ontario	\$371,832
Cayuga	\$357,114	Orange	\$368,834
Chautauqua	\$353,564	Orleans	\$227,612
Chemung	\$370,826	Oswego	\$336,302
Chenango	\$310,184	Otsego	\$319,826
Clinton	\$313,774	Putnam	\$248,182
Columbia	\$278,552	Rensselaer	\$345,450
Cortland	\$341,726	Rockland	\$445,156
Delaware	\$319,990	Saratoga	\$316,288
Dutchess	\$380,862	Schenectady	\$320,716
Erie	\$479,232	Schoharie	\$238,760
Essex	\$405,532	Schuyler	\$319,758
Franklin	\$338,410	Seneca	\$281,876
Fulton	\$303,222	St. Lawrence	\$475,828
Genesee	\$356,046	Steuben	\$354,596
Greene	\$255,344	Suffolk	\$466,688
Hamilton	\$312,268	Sullivan	\$306,892
Herkimer	\$352,810	Tioga	\$244,860
Jefferson	\$362,514	Tompkins	\$286,480
Lewis	\$359,466	Ulster	\$321,828
Livingston	\$301,732	Warren	\$288,122
Madison	\$291,780	Washington	\$281,552
Monroe	\$558,696	Wayne	\$327,486
Montgomery	\$338,544	Westchester	\$350,338
Nassau	\$305,890	Wyoming	\$244,856
New York City	\$447,130	Yates	\$357,242

**The final authority to administer this grant program rests with DHSES, including amendments or modifications to these guidelines, award distribution, and/or the amount available for award distribution.**

The period of performance for contracts supported by the Combined SFY2025 & SFY2026 PSAP Operations Grant Program funds is January 1, 2026 to December 31, 2028.

## IV. Grant Objectives

The objectives of the Combined SFY2025 & SFY2026 PSAP Grant are:

- 1) To facilitate PSAP consolidation, regional initiatives related to 911 operations, implementation of NG911, and improvements in the operations of public safety communications, and
- 2) To develop multijurisdictional PSAP compatibility throughout the state and support statewide interoperable communications for first responders to improve public safety.

### Standards

Eligible applicants must comply with the following standards listed below, as applicable:

- **New York Statewide Communications Interoperability Plan (SCIP)**

The most recent copy of NYS SCIP can be found at:

[New York Statewide Communications Interoperability Plan \(SCIP\)](#)

- **New York State 911 Standards**

The New York State 911 minimum standards found in Chapter LX of Title 21 of the New York Codes, Rule and Regulations, accessible [via this link](#).

Any new technology (such as equipment, software, interfaces, data management, etc.) purchased under the Grant must comply with the standards listed below, as applicable:

- **National Emergency Number Association (NENA) Standards**

NENA i3 Standard for NG911: This standard provides key technical guidelines for the implementation of NG911 systems. The NENA Standards can be found at [www.nena.org](http://www.nena.org).

- For assistance with Call-Handling Equipment (CHE) procurements, please refer to the CHE Technical Guideline for PSAPs on the DHSES OIEC website at [Plans, Policies, and Guidelines | Division of Homeland Security and Emergency Services](#).

## V. Authorized Program Expenditures

Listed below are the permissible costs and costs not permissible. Please note that all expenses must be completed during the period of performance outlined in *Section III. Awards*.

## A. Permissible Costs

Permissible costs include, but are not limited to:

- Personnel costs solely related to operating the PSAP,
- NG911 technologies,
- GIS related expenses,
- PSAP operating expenses (such as network connectivity, phone/utility bills, software licensing, hardware and software maintenance, 911 or recording equipment maintenance),
- Computer-Aided Dispatch (CAD) operating expenses,
- Mobile data networks (including infrastructure, user equipment, service fees),
- Updates to existing PSAP equipment that may include installation at 911 facilities,
- Rental/lease fees for PSAP equipment (e.g., lease payments for Call Handling Equipment (CHE), or other types of 911 related equipment for operations),
- Developing, conducting and attending 911 in-service training, and Basic Certification Training, (as it pertains to the [PSAP Minimum Standards](https://www.dhSES.ny.gov/final-adopted-psap-minimum-standards)) to include recertification expenses, (<https://www.dhSES.ny.gov/final-adopted-psap-minimum-standards>),
- Dispatch Intelligent Workstations and Computer Equipment (e.g., PCs, Monitors, Computer Accessories & Dispatch Chairs),
- Equipment related to outfitting existing mobile command vehicle operations to support CAD, CHE and internal components related to dispatching. Some examples of this type of equipment can include the following:
  - Mobile hotspot, satellite hardware, and routers that can provide internet connectivity through cellular or satellite networks.
  - Computers/Dispatch Consoles/Monitors to run CAD on integrated workstations.
  - Generators and UPS system to both run and have backup power for equipment.
  - Network components, switches, gateways that integrate mobile command with 911 Call Handling Equipment (CHE), Computer Aided Dispatching (CAD), Call Recording Systems, Land Mobile Radio equipment for Mobile dispatching of 911 traffic and Call Handling Equipment (CHE) for the vehicle.

## B. Costs Not Permissible

Costs that are not permissible include, but are not limited to:

- Equipment or systems with proprietary technology that is non-compliant with standards listed in this document,
- Vehicles (mobile command or otherwise),
- Land Mobile Radio (LMR) subscriber equipment,
- New construction projects (such as new building constructions and capital projects),

- Furniture (other than dispatch workstations & dispatch chairs),
- Food and beverages,
- Out-of-State conferences and trainings, and
- Debt Service

## VI. Application Format and Content

- A. Format:** Grant applications MUST be submitted via the automated E-Grants System operated by DHSES. The system allows an agency to complete an application electronically and submit it online using a secure portal. If upon reading this RFA you are interested in completing a grant application, and you have not previously been registered to use the DHSES E-Grants system, your agency will need to register and be assigned a username and password. The Registration Request Form to use the E-Grants system is available at:  
<https://www.dhses.ny.gov/e-grants>.

A detailed tutorial on how to use the E-Grants system for PSAP Operations Grant submission can be found on the DHSES Grants webpage at the following Internet address <https://www.dhses.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>. It will guide you in a step-by-step process through the E-Grants application submission.

**Please note that PSAP Operations Grant Program budget information is being collected at the time of application and is required to be entered by applicants in the “Budget” tab and “Personnel” tab of the Application Worksheet. It is important to note that all budget information and relevant details must be completed in their entirety to ensure a timely review, formal award and contracting process.**

- B. Required Application Content:** All applicants must complete the Combined SFY2025 & SFY2026 PSAP Operations Grant Program Application Worksheet. The worksheet must be completed in its entirety upon submission, including all relevant tabs to include general information, questions, and the budget sections of the application. **Incomplete applications will not be accepted.**

The Grant instructions and “Frequently Asked Questions (FAQs)” received during an application period are available on the DHSES website:  
<https://www.dhses.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>.

After the submission of an application, the E-Grants system will email a notification of receipt to the Primary Point of Contact and Signatory Point of Contact email addresses listed in the application.

## **VII. Timeline and Checklist of Required Documents**

- Applications are due to DHSES by **5:00PM EDT on June 3, 2026.**
- Applications must be submitted via E-Grants.
- Complete applications must include answers to all questions listed in the application.
- Applicants may attach documents to an application if they would like to provide additional explanations of their projects.

## **VIII. Award of Funds and Vendor Responsibility**

DHSES will issue award letters to successful applicants and enter reimbursement-based grant contracts with awardees.

By law, State contracting entities may only award contracts to responsible vendors. A responsible vendor must have:

- the integrity to justify the award of public dollars; and
- the capacity to perform the requirements of the contract fully.

## **IX. Administration of Grant Contracts**

DHSES will negotiate and develop a grant contract with the awardee based on the contents of the awardee's submitted application and the intent of the grant program as outlined in this RFA. The grant contract is subject to approval by the NYS Office of the Attorney General and the Office of the State Comptroller before grant funding may be disbursed to reimburse project expenses.

The period of performance for contracts supported by Combined SFY2025 & SFY2026 PSAP Operations Grant Program funds runs from January 1, 2026 to December 31, 2028 with the potential for extensions based upon good cause shown and justification is provided for to support the additional time needed.

Although the contract format may vary, the contract will include such standard terms and conditions included in DHSES grant contracts (available for review on the DHSES website at <http://www.dhses.ny.gov/grants>).

### **A. Issuing Agency**

This RFA is issued by DHSES, which is responsible for the requirements specified herein and for the evaluation of all applications.

## **B. Filing an Application**

Grant applications must be submitted via the automated DHSES E-Grants System. The system allows an agency to complete an application electronically and submit it online using a secure portal. If, upon reading this RFA, you are interested in completing a grant application and you have not previously been registered to use the DHSES E-Grants system, your agency will need to register and be assigned a username and password. The Registration Request Form can be found at the following Internet address: <https://www.dhSES.ny.gov/e-grants>.

A detailed tutorial on how to use the E-Grants system for PSAP Operations Grant submission can be found on the DHSES Grants webpage at the following address: <https://www.dhSES.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>. It will guide you in a step-by-step process through the E-Grants application submission.

## **C. Reserved Rights**

The issuance of this RFA and the submission of a response or the acceptance of such response by DHSES does not obligate DHSES in any manner. DHSES reserves the right to:

1. Reject any and all applications received in response to this RFA,
2. Withdraw the RFA at any time at DHSES' sole discretion,
3. Make an award under the RFA in whole or in part,
4. Disqualify any applicant whose conduct and/or application fails to conform to the requirements of the RFA,
5. Disqualify applicants due to untimely submission of any requested supporting documentation,
6. Seek clarifications and revisions of the applications,
7. Use application information obtained through site visits, management interviews and the State's investigation of an applicant's qualifications, experience, ability or financial standing, and any material or information submitted by the applicant in response to DHSES' request for clarifying information in the course of evaluation and/or selection under the RFA,
8. Prior to the application opening, direct applicants to submit application modifications addressing subsequent RFA amendments,
9. Prior to the application opening, amend the RFA specifications to correct errors or oversights, or to supply additional information, as it becomes available,
10. Make amendments and/or alter funding levels of any recipient based on any new information discovered that would have originally affected the scoring,
11. Waive or modify minor irregularities in applications received after prior notification to the applicant,
12. Adjust or correct cost figures with the concurrence of the applicant if errors exist and cannot be documented to the satisfaction of DHSES and the State Comptroller,
13. Change any of the scheduled dates,

14. Eliminate any mandatory, non-material specifications that cannot be complied with by all the prospective applicants,
15. Waive any requirements that are not material,
16. Negotiate with successful applicants within the scope of the RFA in the best interests of the State,
17. Conduct contract negotiations with the next responsible applicant, should DHSES be unsuccessful in negotiating with the selected applicant,
18. Utilize any and all ideas submitted in the applications received,
19. Unless otherwise specified in the RFA, every offer is firm and not revocable for a period of 60 days from the application opening,
20. Require clarification at any time during the application process and /or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of an applicant's proposal and/or to determine an applicant's compliance with the requirements of this RFA,
21. Award grants based on geographic or regional considerations to serve the best interests of the State,
22. Terminate, renew, amend or renegotiate contracts with recipients at the discretion of DHSES,
23. Periodically monitor the applicant's performance in all areas mentioned above, in addition to the activities in the contract,
24. Revoke funds awarded to an applicant, or enforce any available sanction against any applicant, who materially alters the activities or is in material noncompliance under the grant award, or who does not implement an approved project within 60 days of the final contract approval,
25. Not fund any application that fails to submit a clear and concise work plan and/or budget,
26. Consider all applications and documentation submitted as State agency records subject to the New York State Freedom of Information Law (Public Officers Law, Article 6). Any portion of the application that an applicant believes constitutes proprietary or critical infrastructure information entitled to confidential handling, as an exception to the Freedom of Information Law, must be clearly and specifically designated in the application, and,
27. DHSES reserves the sole discretion to increase or decrease the total funding available for this program at any time, resulting in more or fewer applications funded under this RFA.

DHSES may exercise the foregoing rights at any time without notice and without liability to any responding applicant or any other party for its expenses incurred in preparation of responses hereto or otherwise. All costs associated with responding to this RFP will be at the sole cost and expense of the Applicant.

#### **D. Debriefings**

Pursuant to Section 163(9)(c) of the State Finance Law, any non-awarded applicant may request a debriefing regarding the reasons that the Bid submitted by the Bidder was not selected for award. Requests for a debriefing must be made within 15 calendar days of notification by DHSES that the Bid submitted by the Bidder was not selected for award.

An unsuccessful Bidder's written request for a debriefing shall be submitted to DHSES Director of Grants Program Administration. The debriefing shall be scheduled within 10 business days of receipt of the written request by DHSES or as soon as practicable under the circumstances.

#### **E. Terms of the Contract**

Any resulting contract or agreement for more than \$50,000 from this RFA will be effective only upon approval by both the NYS Office of the Attorney General and the State Comptroller. Any resulting contract for \$50,000 and under from this RFA will be effective upon signature of both parties.

#### **F. Payment and Reporting Requirements of Grant Recipients**

##### **Standard Cost Reimbursement Contract**

Each successful applicant must enter a standard cost reimbursement contract with DHSES. Such contract will include this RFA, the successful applicant's proposal, any attachments or exhibits, the standard clauses required by the NYS Attorney General for all State contracts, and any other attachments or exhibits required by DHSES. Although the contract format may vary, the contract will include standard terms, conditions, clauses, information, rights, and responsibilities as can be found on the DHSES website, including:

- APPENDIX A – Standard Clauses for New York State Contracts
- APPENDIX A-1 – Agency Specific Clauses
- APPENDIX B – Budget
- APPENDIX C – Payment and Reporting Schedule
- APPENDIX D – Work plan/Special Conditions

For purposes of this RFA, these terms and conditions are incorporated by reference and the applicant must agree to the inclusion of all these terms and conditions in any resulting grant contracts as part of the application submission. Copies of the standard terms and conditions included in DHSES grant contracts are available for review on the DHSES website at <https://www.dhses.ny.gov/grant-reporting-forms>. Payments will be made subject to proper documentation and compliance with reimbursement procedures and all other contractual requirements.

##### **Procurements**

Applicants must follow and comply with all procurement procedures under General Municipal Law 5-A and/or any other state regulations applicable to these funds and will be subject to monitoring by DHSES to ensure compliance.

##### **Contracting with Small and Minority Firms, Women's Business Enterprises**

Pursuant to New York State Executive Law Article 15-A, DHSES recognizes its obligation under the law to promote opportunities for maximum feasible participation of

certified minority and women-owned business enterprises (MWBE) and the employment of minority group members and women in the performance of DHSES contracts. Minority and women-owned business enterprises can be readily identified on the directory of certified businesses at: <https://ny.newnycontracts.com/>.

For purposes of this solicitation, applicants and subcontractors are hereby notified that the State of New York has set an overall goal of **30% for MWBE participation** or more, **15% for Minority-Owned Business Enterprises (MBE)** participation and **15% for Women-Owned Business Enterprises (WBE)** participation, based on the current availability of qualified MBEs and WBEs for your project needs.

Further, pursuant to Article 15 of the Executive Law (the "Human Rights Law"), all other State and Federal statutory and constitutional non-discrimination provisions, the Applicant and subcontractors will not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, citizenship or immigration status, sexual orientation, gender identity or expression, military status, age, disability, predisposing genetic characteristic, marital status, familial status, or domestic violence victim status, and shall also follow the requirements of Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.

#### **Use of Service-Disabled Veteran-owned Business Enterprises in Contract Performance**

Article 3 of Veterans' Services Law acknowledges that Service- Disabled Veteran-Owned Businesses (SDVOBs) strongly contribute to the economics of the State and the nation. As defenders of our nation and in recognition of their economic activity in doing business in New York State, Grant recipients are strongly encouraged and expected to consider SDVOBs in the fulfillment of the requirements of the contract. Such partnering may be as vendors, contractors, subcontractors, suppliers, protégés, or other supporting roles. SDVOBs can be readily identified on the directory of certified businesses at <https://www.osc.ny.gov/state-vendors/sdvob>.

Applicants need to be aware that all authorized users of this contract will be strongly encouraged to the maximum extent practical and consistent with legal requirements of the applicable laws to use responsible and responsive SDVOBs in purchasing and utilizing commodities, services, and technology that are of equal quality and functionality to those that may be obtained from non-SDVOBs. Furthermore, bidders/proposers are reminded that they must continue to utilize small, minority and women-owned businesses consistent with current State Law. Utilizing SDVOBs in State contracts will help create more private sector jobs, rebuild New York State's infrastructure, and maximize economic activity to the mutual benefit of the contractor and its SDVOB partners. SDVOBs will promote the recipient's optimal performance under the contract, thereby fully benefiting the public-sector programs that are supported by associated public procurements.

Public procurements can drive and improve the State's economic engine through promotion of the use of SDVOBs by its contractors. The State, therefore, expects

awardees to provide maximum assistance to SDVOBs in their contract performance. The potential participation by all kinds of SDVOBs will deliver great value to the State and its taxpayers.

For purposes of this solicitation, applicants and subrecipients are hereby notified the State of New York has set an overall goal of 6% for SDVOB participation or more. Grant recipients will report on actual participation by each SDVOB during the term of the contract to DHSES per the policies and procedures set by DHSES.

### **Sexual Harassment Prevention**

Applicants must submit a certification with their bid stating that Applicant has a policy addressing sexual harassment prevention and that applicant provides sexual harassment training to all its employees on an annual basis that meets the Department of Labor's model policy and training standards. Bids that do not contain this certification will not be considered for awards; provided, however, that if Applicant cannot make the certification, the Applicant may provide a statement with its bids detailing the reasons why the certification cannot be made.

### **Gender-Based Violence and the Workplace Certification**

By submitting this application, Applicants are certifying that Applicant has implemented a written policy addressing gender-based violence and the workplace and that such policy has been provided to all of its employees, directors and board members, pursuant to New York State Finance Law § 139-M. If Applicant cannot make the certification, the Applicant may provide an explanatory statement with its bids detailing the reasons why the certification cannot be made.

### **Worker's Compensation and Disability Benefits Insurance Coverage**

Applicants must provide evidence of appropriate workers' compensation and disability insurance coverage, or proof of a legal exemption, prior to being awarded a contract. Failure to do so will result in the rejection of the application.

### **Vendor Responsibility**

State Finance Law §163(9)(f) requires a State Agency to make a determination that an Applicant is responsible prior to awarding that Applicant a State contract which may be based on numerous factors, including, but not limited to the Applicants: (1) financial and organizational capacity; (2) legal authority to do business in this State; (3) integrity of the owners, officers, principals, members, and contract managers; and (4) past performance of the Applicant on prior government contracts. Thereafter, Recipients/Contractors shall at all times during the Contract term remain responsible. The Recipients/Contractor agrees, if requested by the Commissioner of DHSES, or his or her designee, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity. DHSES requires that vendors file the required Vendor Responsibility Questionnaire online via the New York State VendRep System. To enroll in and use the

New York State VendRep System, see the VendRep System, see the VendRep System Instructions available at: [http://www.osc.state.ny.us/vendrep/info\\_vrsystem.htm](http://www.osc.state.ny.us/vendrep/info_vrsystem.htm) or go directly to the VendRep system online at <https://onlineservices.osc.state.ny.us>. Vendors must provide their New York State Vendor Identification Number when enrolling. To request assignment of a Vendor ID or for VendRep System assistance, contact the Office of the State Comptroller's Help Desk at 866- 370-4672 or 518-408-4672 or by email at [ITServiceDesk@osc.state.ny.us](mailto:ITServiceDesk@osc.state.ny.us). Vendors opting to complete and submit a paper questionnaire can obtain the appropriate questionnaire from the VendRep website [http://www.osc.state.ny.us/vendrep/forms\\_vendor.htm](http://www.osc.state.ny.us/vendrep/forms_vendor.htm) or may contact the Office of the State Comptroller's Help Desk for a copy of the paper form. Applicants will also be required to complete and submit a Vendor Responsibility Questionnaire prior to contracting.

**1) Suspension of Work for Non-Responsibility:**

The Commissioner of DHSES or his or her designee, in his or her sole discretion, reserves the right to suspend any or all activities under the Contract, at any time, when he or she discovers information that calls into question the responsibility of the Recipient. In the event of such suspension, the Recipients/Contractor will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Contractor must comply with the terms of the suspension order. Contract activity may resume at such time as the Commissioner of DHSES or his or her designee issues a written notice authorizing the resumption of performance under the Contract.

**2) Termination for Non-Responsibility:**

Upon written notice to the Recipients/Contractor, and a reasonable opportunity to be heard by appropriate DHSES officials or staff, the Contract may be terminated by the Commissioner of DHSES or his or her designee at the Contractor's expense where the Recipients/Contractor is determined by the Commissioner of DHSES or his or her designee to be non-responsible. In such event, the Commissioner of DHSES or his or her designee may complete the contractual requirements in any manner he or she may deem advisable and pursue legal or equitable remedies for breach.

**Satisfactory Progress**

Satisfactory progress toward implementation includes but is not limited to, executing contracts and submitting payment requests in a timely fashion; retaining consultants; or completing plans, designs, reports, or other tasks identified in the work program within the time allocated for their completion.

DHSES may recapture awarded funds if satisfactory progress is not being made on the implementation of a grant project.

## G. General Specifications

By submitting the application, the Applicant attests that:

- 1) Applicant's signatory contact person has express authority to submit on behalf of the applicant's agency,
- 2) Submission of an application indicates the applicant's acceptance of all conditions and terms contained in this document, including Appendices A- 1 and C, and all other terms and conditions of the award contract,
- 3) The application and any resulting grant, if awarded, must adhere to, and be in full compliance with any, resulting contract(s), and relevant federal and State policies and regulations or be subject to termination; and
- 4) Any not-for-profit recipients or subrecipients are required to be prequalified, prior to contract execution, by the State of New York upon application submission through the New York State Grants Gateway (<https://grantsgateway.ny.gov>).
- 5) If your organization is not currently doing business with NYS, you will need to submit a Substitute W-9 form to obtain a NYS Vendor ID. The form is available on the Office of the State Comptroller website at: [http://www.osc.state.ny.us/vendor\\_management/forms.htm](http://www.osc.state.ny.us/vendor_management/forms.htm).
- 6) Contract Changes - Contracts with Recipients/Contractors may be executed, terminated, renewed, increased, reduced, extended, amended, or renegotiated at the discretion of the Commissioner of DHSES, in light of a Recipient's/Contractor's performance, changes in project conditions, or otherwise.
- 7) Records – Recipients/Contractors must keep books, ledgers, receipts, work records, consultant agreements and inventory records pertinent to the project; and in a manner consistent with DHSES contractual provisions and mandated guidelines.
- 8) Liability - Nothing in the contract between DHSES and the Sub-recipients shall impose liability on the State of New York or DHSES for injury incurred during the performance of approved activities or caused by use of equipment purchased with grant funds.
- 9) Reports - A provider agency shall submit to the DHSES reports in a format and time schedule specified in the grant contract, which shall include a description of the program efforts undertaken during the report period and the current status of the project.
- 10) Tax Law Section 5-a Certification – In accordance with section 5–a of the Tax Law, certain Contractors awarded state contracts for commodities, services and technology valued at more than \$100,000 are required, prior to the approval of any contract awarded as a result of this RFA, to certify that it and its affiliates, subcontractors, and subcontractors' affiliates have registered with the New York State Tax Department for the purpose of collection and remittance of sales and use taxes. In order to trigger this certification requirement, a Contractor or its affiliates, subcontractor, or subcontractors' affiliates must have made more than \$300,000 in sales of tangible personal property or taxable services to location

within New York State and the contract must be valued in excess of \$15,000. Certification will take the form of a completed Tax Form ST-220.

- 11) Standard Contract Provisions - Grant contracts executed as a result of this RFA process will be subject to the standard clauses for New York State Contracts as referenced herein and as located at: <https://ogs.ny.gov/procurement/appendix>
- 12) Compliance with Procurement Requirements - The applicant shall certify to DHSES that all applicable statutory and contractual procurement procedures were followed and complied with for all procurements.

## H. Special Conditions

### New York State Emergency Management Certification and Training Program

1. Participation in, and successful completion of, the New York State Emergency Management Certification and Training Program (EMC Training Program) is a mandatory requirement under this Contract and a condition of funding. The EMC Training Program will be made available to, and required for, DHSES-specified county and city government officials in order to ensure a consistent emergency management preparedness and response strategy across the State. Attendee substitutions, except as expressly approved by DHSES, shall not be permitted or deemed to be in compliance with this requirement.
2. To fulfill the EMC Training Program requirement of the Contract and in order to be eligible for funding under this Contract, recipients must arrange for DHSES-specified recipient employees to receive and acknowledge receipt of EMC Training no later than 180 days after execution of this Contract. Copies of the training certificates for each required participant must be submitted to DHSES upon execution of the Contract, or, in the event that training is scheduled, but not yet complete, the recipient will be required to submit a signed statement indicating the scheduled future dates of attendance, and no later than thirty (30) days after the training is complete, forward such training certificates to DHSES. Continued compliance with the EMC Training Program also requires an annual refresher training of one day per 365 day-cycle from the date of initial training for previously trained individuals if such person remains employed by the recipient and fulfilling the same functions as he or she fulfilled during the initial training. Should a new employee be designated to serve in the DHSES-specified positions, then he or she must come into compliance with the EMC Training Program requirements not later than 180 days after taking office.
3. Recipients must commit to active participation in a DHSES Annual Capabilities Assessment as a condition of funding. Active participation includes making reasonable staff, records, information, and time resources available to DHSES to perform the Annual Capabilities Assessment and meet the objectives and goals of the program. Recipients must be aware that the process of conducting a DHSES Annual Risk Assessment is an ongoing process and requires a continued commitment on the part of the Contractor to ensure that it is effective.
4. All recipients and sub-recipients funded through this program agree to provide DHSES, upon request at any time during the life of the grant contract, such

cooperation and information deemed necessary by DHSES to ascertain: (1) the nature and extent of any threats or hazards that may pose a risk to the recipients or sub-recipients; and (2) the status of any corresponding recipients or sub-recipients plans, capabilities, or other resources for preventing, protecting against, mitigating, responding to, and recovering from such threats or hazards.

5. Additionally, pursuant to Article 26 of the NYS Executive law, DHSES is authorized to undertake periodic drills and simulations designed to assess and prepare responses to terrorist acts or threats and other natural and man-made disasters. Funded recipients and sub-recipients agree to attend and participate in any DHSES-sponsored conferences, training, workshops or meetings (excluding those identified by DHSES as voluntary) that may be conducted, by and at the request of DHSES, during the life of the grant contract.
6. Failure to comply with any of the requirements, as listed above, may result in sanctions up to and including the immediate suspension and/or revocation of the grant award.

#### Access Requirement

1. The recipients and subrecipients agree to provide the Division of Homeland Security and Emergency Services (DHSES) with access to all radio frequencies, channels and talk groups, including those used for law enforcement, including those which are encrypted or clear, that are operated by or for the recipient or subrecipient (including other agencies or departments within the subrecipient county, city, or otherwise), or which are operated by or for any other entity receiving funding through or from this grant. This access shall be uninterrupted, undelayed, allow ongoing DHSES monitoring of live radio traffic, and allow DHSES staff to transmit when necessary for DHSES' statutory mission. The recipient or subrecipient will provide DHSES with assistance with the programming/provisioning of DHSES radios and will provide all necessary identifiers, hardware and software keys (system access, encryption, etc.) to DHSES for such access. The recipient or subrecipient will continue to provide DHSES with updated keys and other information as needed to maintain access. This requirement applies to live radio traffic but does not apply to IT systems or network management tools.
2. DHSES may agree to waive this access requirement with respect to specific radio frequencies, channels, or talk groups used for sensitive or confidential operations.

#### OIEC Data Calls

1. As efforts have been made to streamline the application process for the Combined SFY2025 & SFY2026 PSAP Operations Grant Program based on applicant feedback, recipients and subrecipients who receive funding through these program funds will be required to participate in specified data calls from OIEC that are slated to include annual reporting requirements related to call volume for federal reporting purposes, various outreach surveys, and capability assessments for Next Generation 911 technology implementation, etc. This

could include relevant project status through written correspondence and requested documentation pertaining to emergency communication systems implementation.

## **X. Questions**

Questions regarding the Combined SFY2025 & SFY2026 Public Safety Answering Point Operations Grant Program should be directed to the following email address [Grant.Info@dhses.ny.gov](mailto:Grant.Info@dhses.ny.gov). To the degree possible, each inquiry should cite the RFA section and paragraph to which it refers. Updates and frequently asked questions will be posted online at <https://www.dhses.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>. Please check the website frequently for updates.