



© TARRANT COUNTY 9-1-1 DISTRICT

October 1, 2017

Aubry Insko, Manager
Grand Prairie Emergency Communications Center
801 Conover Dr.
Grand Prairie, Texas 75051

Dear Aubry:

On behalf of the Board of Managers of the Tarrant County 9-1-1 District, I am pleased to announce the implementation of the PSAP Assistance Program. A complete Policy Manual is included in this mailing. Some highlights are listed below:

- The District will provide reimbursement for Allowable Expenses subject to availability of funds, entity allocations and annual appropriation.
- Allowable Expenses are determined by the District Board of Managers and reviewed annually.
- In compliance with applicable State laws, this is a prospective policy.
- No previously purchased items or services will be considered for reimbursement. (Current year billing of multi-year contracts will be considered on a case-by-case basis)
- All expenses must be approved by the District, in advance, to receive reimbursement.
- PSAPs may submit an *Application for Funding* consisting of the expenditures the PSAP is requesting.
- All applications must be received by June 30th.
- The deadline to submit the *Reimbursement Request* is August 31st.
- Your agency's allocation for Fiscal Year 2018 is \$ 78,354

I will be acting as the program administrator for this year. Please address any questions directly to me at 817-820-1170 or kkleck@tc911.org.

Sincerely,

Kevin Kleck
Technical Operations Manager