



STATE OF MICHIGAN
 STATE 9-1-1 COMMITTEE
 LANSING

RICK SNYDER
 GOVERNOR

SHERIFF DALE GRIBLER
 CHAIR

December 16, 2011

Michigan Primary PSAP Directors:

The Public Safety Answering Point (PSAP) training fund was created when Public Act No. 32 of 1986 was amended by Public Act No. 78 of 1999. As provided by Public Act No. 78 of 1999, the purpose of the PSAP training program is to distribute dispatcher training funds to eligible PSAPs for training 9-1-1 center personnel. The funds may be expended only for training programs approved by the State 9-1-1 Committee.

Public Act No. 165 also provides that the State 911 Committee “shall semi-annually authorize the distribution of money from the fund to eligible public safety agencies or counties.” The State 9-1-1 Committee has established the guidelines for eligible PSAPs and requires an annual application to establish or maintain eligibility to receive the semi-annual distributions from the PSAP training fund. Please review the enclosed 2012 Dispatcher Training Guidelines for further information.

The enclosed CD contains the following forms and instructions:

- 2012 Dispatcher Training Fund Guidelines.
- 2012 Dispatcher Training Fund Instructions.
- Dispatcher Training Reporting spreadsheets and forms.
 - DTS-101 (Application for Public Act No. 32) – **MUST BE RECEIVED BY 4 p.m., FEBRUARY 3, 2012**, by U.S. mail, e-mail to SNCdispatchertraining@michigan.gov or fax (517) 241-0387.
 - DTS-101W (Eligible Employee Worksheet) and DTS-510 (Dispatcher Training Fund Expenditures). The spreadsheets are combined into one Excel file and labeled with your individual PSAP name and the 2012 funding year.
- DTS-510B (suggested worksheet to be kept at your PSAP).

If you are interested in receiving dispatcher training funds, please be sure to thoroughly complete and submit the entire application by 4 p.m. on Friday, February 3, 2012.

Should you have any questions, please contact Ms. Mary Jo Weigel by phone at (517) 241-0118 or at SNCdispatchertraining@michigan.gov.

Sincerely,

HARRIET MILLER-BROWN
 State 9-1-1 Administrator

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