RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
STATE 9-1-1 COMMITTEE
LANSING

SHERIFF DALE GRIBLER
CHAIR

December 11, 2014

Michigan Primary PSAP Administrators:

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 the Act, the purpose of the PSAP training program is to distribute dispatcher training funds to eligible PSAPs for training 911 center personnel. The funds may be expended only for training programs approved by the State 911 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 911 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 Dispatcher Training Guidelines for further information.

Please read through the following forms and instructions:

- Dispatcher Training Fund Guidelines.
- 2015 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 6, 2015**, 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 2015 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 6, 2015. ***Please keep in mind that dispatcher training funds received in 2012 or prior must be spent or returned by December 31, 2014, in order to be eligible for 2015 funding.***

Should you have any questions, or have any technical difficulties with these documents, please contact Ms. Theresa Hart by phone at (517) 241-0118 or at SNCdispatchertraining@michigan.gov.

Sincerely,

Harriet Miller-Brown
State 911 Administrator