SWIC Review

Question: What is the process for review and approval of communications equipment to be purchased with grant funds, and what communications equipment requires additional review and approval (e.g. SWIC Review)?

Answer: Any communications equipment or technologies purchased with grant funds must comply with the interoperability standards established within the Texas Statewide Communications Interoperability Plan (TSCIP). Grantees are required to coordinate with the Statewide Interoperability Coordinator (SWIC) to ensure planned purchases will meet the interoperability standards. A SWIC review of equipment is necessary when purchasing the following with grant funds:

- Mobile Radios;
- Portable Radios;
- Radio, Microwave Link, and
- Repeaters.

Below are the steps a grantee should take to secure SWIC review and approval of planned purchases. **After an award is received***, but prior to purchasing the grant-funded communications equipment, the grantee should:

1. Gather a detailed quote(s), or the budget details page(s) from within eGrants, showing specific information about the planned purchase(s) including the quantity of each item, a detailed description of the item(s), the model # of the item(s), and the type of encryption being purchased (if applicable).

2. Have the seven-digit eGrants grant number(s) ready to include in the SWIC review request (e.g. 3446101). **Note:** *Your grant number can be found at the top of your screen when you open the grant project in eGrants (See screenshots below).*

3. Submit the above information to the SWIC at the Department of Public Safety via an email to TXSWIC@dps.texas.gov.

    a. The Subject Line should include the grantee's name, an indication of the action requested (e.g. *Sample City, Communications Equipment Purchase Review Request*).

    b. The Body of the email should include the specific grant number(s) and project titles under which the equipment will be purchased and reference any attachments that provide additional detail about the planned purchases.

    c. Local agencies should copy their respective regional council of government (COG) or designated Urban Area Security Initiative (UASI) point of contact on the email to the SWIC.

4. Await a response from the SWIC office. (**Note:** *The SWIC will review the equipment and provide an email to either a) approve or b) deny the purchase. If the request is denied, an explanation will be given. The review will typically be completed in 1-2 business days if all necessary information is provided in the initial email to the SWIC. If a grantee has not provided sufficient detail about the equipment to be purchased, the SWIC may require the grantee to complete a form or provide additional information necessary for their review.*)

5. Upload the email string (original request with attachment(s) and approval response) into the Upload.Files tab in the eGrants record for the affected Office of the Governor (OOG) award. (**Note:** Instructions for uploading files to a grant/project can be found within eGrants on the grantee's My.Home tab under *Forms and Guides/Instructions for Uploads/Project.*)

6. Wait for the OOG to remove of any "Condition of Funding" that places a hold on grant funds pending the SWIC review and approval.

Once the SWIC approval has been given and any "Conditions of Funding" have been removed, the grantee may proceed with the communications equipment purchase and then seek reimbursement from the OOG.

*Please do not send equipment lists to the SWIC for review and approval unless you have already been awarded funding for the project.

How to find your OOG eGrants grant number:

Log into eGrants

Go to your MyHome tab

Go to your list of Active Grants

Find the project you want in the list using the project title and start and end dates

The grant number is in the first column on the left in the list

Active Grants

10 Items Per Page ▼ Select the number of records to display per page.

Grant ▲	Pending Messages	Current Status	Due Date	Fund Source	Grant Manager/Email	Start Date	End Date	Project Title	Grantee Name	OOG Solicitation
1374317	NewMail	Active Grant		VA	Jake Lira	9/1/2015	9/30/2017	Regional Critical Response Teams		Victims of Crime Act - General Victim Services Solicitation
1374318	NewMail	Active Grant		VA	Jake Lira	10/1/2017	9/30/2019	Regional Critical Response Teams		VA17 General Victim Assistance Direct Services (Solicitation)
2411607	NewMail	Pending OOG Review	8/23/2017	CR	Doug Brodie	9/1/2016	8/31/2017	Texas Top 10 Program - Technology Enhancements		CR-Crime Stoppers Assistance Fund Announcement-amended
2411608	NewMail	Active Grant		CR	Doug Brodie	9/1/2017	8/31/2018	Texas Top 10 Program - Technology Enhancements		CR18 Crime Stoppers Assistance Fund Announcement

When you click on the number, the grant record will open and the grant number will also be viewable at the top of your screen

CURRENTLY POINTING TO TEST 9:38 AM

Agency Name:

Project Title: Regional Critical Response Teams

Current Grant Manager: Jake Lira

Current Budget:

Grant/App: 1374317

Status: Active Grant

Current Program Manager: Scott Kelly
Original Award:

Current Award:

Start Date: 9/1/2015

End Date: 9/30/2017

Liquidation Date: 12/29/2017

CFDA: 16.575

Fund Source: VA-Victims of Crime Act Formula Grant Program

OOG Solicitation: Victims of Crime Act - General Victim Services
Solicitation

| Eligibility | Profile | Narrative | Activities | Measures | Budget | Documents | Conditions of Funding | Summary | Monitoring | Upload Files | My Mail | My Home |

| Details | Grant Vendor |