



FEMA

Public Safety Interoperable Communications Grant Program

PSIC Match

Matching Requirements

Pursuant to the Deficit Reduction Act of 2005 (Pub. L. No. 109-171), each public safety agency receiving Public Safety Interoperable Communications (PSIC) grant program funds is required to provide not less than 20 percent of the costs of Acquisition and Deployment of the interoperable communications projects and Management & Administration (M&A) costs funded under the grant program. Costs for Planning and Coordination and Training do not require grantees to provide matching funds. The SAA is responsible for ensuring that all matching requirements are met.

Restrictions on Matching Funds

Remember, match must be...

- Contributed by non-Federal sources (i.e., State and local cash contributions, donated equipment or property, salaries, and other costs directly related to the Investment, value of M&A activities incurred at the subgrantee level);
- Associated with PSIC goals and objectives and benefit PSIC;
- Allowable under the PSIC Grant Program;
- Documented or recorded in grantees' grant accounting records or grants management system;
- Expended during the PSIC Period of Performance (October 1, 2007 – September 30, 2011);
- Applied only to this Federal grant program;
- Applied to M&A, Acquisition and Deployment; and
- Provided at a rate that is proportional to the Federal funds drawn down.

Valuing Match

In determining the value of in-kind contributions, grantees should...

- Use fair market price;
- Consider what it would cost to obtain a similar good or service;
- Obtain the value of donation from the donor; and
- Review donation letters and value to ensure they are reasonable.

In valuing infrastructure (e.g., property, equipment), the grantee must ensure that the value it is placing on donated infrastructure is verifiable, reasonable, and necessary to the Investment.

Grantees may use employee salaries as in-kind contributions if the employee is supporting PSIC activities. To apply an employee salary towards match, the grantee must document the time and activities spent working on PSIC-funded activities; this is especially important for employees that only partially support PSIC-funded activities. Timesheets, or the electronic equivalent, should be signed and dated and kept on file.

Voluntary contributions, such as emergency personnel, radio technicians, etc., who donate their time to a Federal grant program are an allowable third party in-kind match. The normal per hour rate for these

professionals (acting in their professional capacity) can be used to meet the matching requirement. Note, however, the value of the *services* provided is taken into consideration when determining the value of the contribution—not *who* is providing the service. For example, if a radio technician is volunteering his services to program newly purchased mobile radios, the technician’s normal hourly rate is allowable. If the technician is volunteering his services and is stuffing envelopes for a mailing of training materials, the technician’s hourly rate would not be applicable; it would be the hourly rate for a clerical staff member.

Match Issue	Solution
You are told that your non-Federal match has not been documented appropriately	Record match in your grant accounting records or grants management system in the same way Federal funds are recorded (e.g., entered as income and expenditures)
Auditors note that your non-Federal matching share commitment appears deficient	Confirm that all matching sources are appropriately documented and accounted for. Also, confirm that any budget modifications have been communicated to and approved by PSIC officials
PSIC officials point out that match is not being expended at the same rate as the Federal share	Use the Match Toolkit to calculate the proportional amount of match that should be provided. By the next Federal financial report (FFR), demonstrate that you have contributed the 20 percent matching share proportionally to the amount of PSIC funds drawn down **Note: You can always provide match <i>above</i> the proportional threshold to total Federal funds drawn down
You realize that the identified match share is less than the minimum amount required for the award	Use the Match Toolkit to calculate the minimum required non-Federal match or reach out to the PSIC team for programmatic assistance. By the next FFR, insert the correct value for “Total recipient share required”
Concerns are raised about the allowability of in-kind rent as a source of match	Space donated by a third party can be considered a matching share contribution. You need to confirm that there is in fact a third party donating the space and that the contribution is valued at the fair value rental rate of the space
You are unsure whether it’s allowable to use portions of existing salaries as in-kind match	Using portions of existing salaries as in-kind match is allowable if the individuals are going to be doing new activities as a result of PSIC funds and the activities are in direct support of PSIC. Be sure to maintain signed and dated timesheets, or the electronic equivalent, on file to backup the salary allocations
Someone calls into question the allowability of a vendor servicing (operations & maintenance [O&M]) contract as a source of match	A vendor servicing contract or O&M contract would be an allowable source of match <i>if</i> it was within the PSIC period of performance, the servicing costs are new costs as a result of the PSIC award, and the costs are directly related to PSIC activities. If the contract does not meet these requirements, you will need to identify a new source of match (e.g., capital improvement project)

<p>You are concerned about a local jurisdiction's proposal to use volunteers' donated time as third party in-kind match</p>	<p>Third party in-kind contributions (e.g., donated time) can count towards satisfying the PSIC matching requirement when that service would normally be charged as an allowable cost against PSIC. Also, donated time must be valued at the rate charged for similar work; For example, if a radio technician is volunteering his services to program newly purchased mobile radios, the technician's normal hourly rate is allowable. If the technician is volunteering his services and is stuffing envelopes for a mailing of training materials, the technician's hourly rate would not be applicable; it would be the hourly rate for a clerical staff member</p>
<p>Auditors point out that some of your match is coming from non-matched categories (i.e., Planning & Coordination, Training)</p>	<p>The Planning & Coordination and Training cost categories do not require non-Federal matching funds; however match does apply to the Acquisition, Deployment, and M&A cost categories. This means that you cannot demonstrate match as coming from the non-matched categories and will have to identify an alternate source of match</p> <p>**Note: Planning activities that are in direct support of a PSIC-funded project, and thus fall under Acquisition, are an allowable source of match.</p>