
 <p>Oregon Department of Emergency Management POLICY: 9-1-1 GIS/MSAG Funding</p>	309-01-01
Owner: OEM State 9-1-1 Program Manager	Version: 008
Approved By: Erin McMahon, Director 	Effective Date: 01/01/2026

PURPOSE

The goal of the Oregon Department of Emergency Management (OEM), 9-1-1 Program is to provide funding resources from the 9-1-1 Subaccount for the acquisition, development, maintenance, updating, processing, and configuration of mapping data for all Public Safety Answering Points (PSAP) in the state of Oregon.

“The office shall make payments for costs of the emergency communications system on behalf of a 9-1-1 jurisdiction or make reimbursement to the 9-1-1 jurisdiction for such costs, only after a reimbursement or payment request has been submitted to the office in the manner prescribed by the office.” ORS 403.240(3)

“The office shall review reimbursement or payment requests for costs identified in subsection (3) of this section, necessary to comply with ORS 403.105 to 403.250, for the appropriateness of the costs claimed. The office shall approve or reject the reimbursement or payment requests.” ORS 403.240(7)

SCOPE

This Policy is intended to support Oregon’s 9-1-1 stakeholders by funding the wide array of activity surrounding the development, maintenance, and deployment of locational (GIS and MSAG) databases that the PSAPs require to accurately handle a call for service.

The Policy provides a structured framework for determining acceptable funding use and a standardized process for requesting distribution of the funds. The Policy also delineates the administrative requirements necessary before funds may be distributed.

Funding is subject to budgetary limitations. OEM’s funding obligations under this Policy are subject to the provisions of ORS 403.235 to 403.240 and OAR 104-080-0020(5) to OAR 104-080-0020(6) and conditioned upon OEM receiving funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow OEM, in the exercise of its reasonable administrative discretion, to meet its payment or disbursement obligations under this Policy.

This policy is in effect on January 1, 2026. At a minimum, this policy will be reviewed biennially.

AUTHORITY

OEM’s funding obligations under this Policy are subject to the provisions of and can be found in:

- ORS 403.235 Emergency Communication Account.
- ORS 403.240 Distribution of account proceeds; uses; reimbursement request review; reports.

Rules concerning the funding of 9-1-1 GIS and MSAG activities can be found in Oregon Administrative Rules, Division 80 (9-1-1 Emergency Communications System Program), specifically:

- OAR 104-080-0170(10)
- OAR 104-080-0170(11)

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- OAR 104-080-0200(5)
- OAR 104-080-0200(6)

Stat. Auth.: ORS 403.120; 2015 HB 2426

Stats. Implemented: ORS 403; 2015 HB 2426

Hist.: OEM 3-2015, f. & cert. ef. 12-1-15

IMPACTED PARTIES

This funding policy is applicable for all primary PSAPs within the State of Oregon, and all OEM-approved service providers that perform Geographic Information System (GIS) and Master Street Address Guide (MSAG) services for said PSAPs.

REFERENCES

The State 9-1-1 Program is adopting the ANSI approved NENA NG9-1-1 Data Model as the standard for data submission. Refer to the following documents for NG9-1-1 terminology, standards, and best practices:

- [NENA-ADM-000.24-2021: NENA Knowledge Base Glossary](#)
- [NENA-STA-006.2a-2022: NG9-1-1 Standard for NG9-1-1 GIS Data Model](#)
- [NENA-INF-028.2-2023: NENA Information Doc for GIS Data Stewardship for Next Generation 9-1-1](#)

DEFINITIONS

Geographical Information System (GIS): A combination of data, hardware, software, personnel, and procedures used for the development, maintenance, manipulation, and display of 9-1-1 mapping data at the PSAP. (*OAR 104-080-0100(12)*)

Master Street Address Guide (MSAG): A database of street names containing address ranges with their associated communities that denotes emergency service numbers for the emergency communications system. (*OAR 104-080-0100(14)*)

Primary Public Safety Answering Point (PSAP): A 24-hour public safety answering point that receives emergency calls directly from members of the community. (*ORS 403.105(18)*)

Next Generation 9-1-1 (NG9-1-1): An Internet-Protocol (IP) based 9-1-1 system that replaces legacy 9-1-1 technology and supports modern emergency communications, including improved location-based routing. NG9-1-1 relies on accurate, up-to-date GIS data to determine caller location and ensure calls are routed to the correct PSAP. (*Adapted from NENA Knowledge Base Glossary*)

FUNDING MODEL

I. Database Development/Maintenance

Funding identified for GIS/MSAG activities will be disbursed from OEM's 9-1-1 Subaccount to the PSAPs, 9-1-1 Jurisdictions, MSAG Coordinators, and GIS Data Providers using a formula that is based upon population served in a defined geographic jurisdiction. The 2020 population figures for the counties corresponding to the funding recipients were used to identify natural break points and groupings for several base levels of funding.

In addition to this Base Rate, certain allowances were made for areas that were comprised of multiple counties and/or multiple PSAPs. The multi-county allowance reflects the additional effort required by a GIS Data Provider to coordinate with multiple county agencies for the information that informs changes to the 9-1-1 databases. The multi-PSAP allowance reflects the additional effort required for a GIS Data Provider to coordinate with multiple PSAPs and mapping systems in the configuration and delivery of the

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data used to support those systems. A PSAP is to be considered in a single multi-PSAP allowance calculation.

The categorized population-served limit combined with the multi-agency determination result in a limit of the funding to be disbursed as needed directly to the identified recipient on a quarterly basis; to be used according to the restrictions set forth in this policy. If a PSAP jurisdiction covers at least 85% of more than one County, the combined populations of those counties will be used to determine a single limit.

The funding limits by each recipient are detailed in **Appendix A**.

When determining reimbursement amounts, GIS Data Providers shall apply their local rate to the hours recorded in the Work Summary. An analysis of statewide funding will be shared with the PSAP Advisory Committee at the time of each Policy Review or by request.

Disbursement for Database Maintenance is subject to availability of subaccount funds as identified within ORS 403-240(4).

II. **Special Projects**

Special projects are defined as one-time efforts that require additional funding beyond a jurisdiction's standard allocation. To receive approval, a proposed special project must, at a minimum, demonstrate that it will improve GIS/MSAG data quality, data completeness, and/or operational 9-1-1 mapping capability in line with the goals and purpose of this funding policy as outlined in FUNDING SCOPE AND LIMITATIONS. Special consideration is given to those projects that benefit all 9-1-1 jurisdictions or a region of 9-1-1 jurisdictions. To receive funding for special projects, prior approval must be received from OEM. Appendix B contains the GIS/MSAG Special Project Application form that must be used for submission to OEM.

When a Special Project Application proposal is received, OEM shall distribute the proposal to the GIS and MSAG Funding Policy Subcommittee for their review of the proposal. The Subcommittee members will have two (2) weeks to review the proposal. During this review period, Subcommittee members may submit questions to the entire Subcommittee and/or the Program for consideration and discussion. At the end of the review period, each Subcommittee member will submit an email with their recommendation to OEM. OEM will compile the recommendations and review the special project application for compliance with ORS, OAR, and this Policy, and make a final determination on whether to approve the Special Project request. OEM will then inform both the applicant and the Subcommittee of the resulting decision via email.

Funding for approved Special Projects does not count against a jurisdiction's (County, PSAP) Standard Disbursement limit.

Disbursement for Special Projects is subject to availability of subaccount funds as identified within ORS 403-240(4).

FUNDING SCOPE AND LIMITATIONS

"Database development, operation and maintenance." ORS 403.240(3)(c)

III. **MSAG Coordination and Update Services**

Ongoing MSAG maintenance for each county in the State of Oregon is mandatory, and the time spent on maintaining the MSAG is eligible for funding under this policy.

MSAG maintenance includes any updates that result in a change to the MSAG. This includes address range modifications, additions, deletions, street name changes, and English Language Translation or Emergency Service Number updates. MSAG maintenance may involve coordination with concerned parties, such as emergency service personnel, addressing authorities, road authorities, and other MSAG coordinators for

mutual response areas. Services also include any ALI discrepancy reporting, such as research and updates related to misroutes, incorrect ALI information, and no records found. Additionally, any changes to the MSAG must be communicated back to the telecommunication companies for incorporation into their location database.

IV. **GIS Data Layer Development/Maintenance**

The following GIS data layers are pre-approved for development and/or maintenance work under the terms of this policy. To be eligible for funding, the GIS data schema (as delivered) must conform to or be compatible with the most current version of the NENA NG9-1-1 GIS Data Model. Data must conform to NENA's minimum standards for i3 call-routing and to the specifications of Oregon's NG9-1-1 Core Services vendor, including recommended synchronization thresholds between GIS and ALI/MSAG.

- a. Provisioning Boundary
- b. Roads
 - i. Road Centerlines
 - ii. Street Name Aliases
- c. Site/Structure Addresses
- d. Service Boundaries
 - i. Primary PSAP Services
 - ii. Primary Emergency Services (Police, Fire, Emergency Medical Services)

V. **Data Provisioning and NG9-1-1 Support**

Provisioning of GIS and E9-1-1 data is essential for accurate NG9-1-1 call routing, location validation, and jurisdictional accuracy, and is required for funding under this policy. Data must be provisioned to NG-9-1-1 Core Services at a frequency determined by the State 9-1-1 Program. Eligible activities under this section include:

- a. Provisioning preapproved GIS data layers to NG9-1-1 Core Services, call-handling systems approved by OEM, and the OEM AGOL Upload Group
- b. Timely resolution of data discrepancies
- c. Any other tasks directly supporting NG9-1-1 call routing, location validation, or the operational use of GIS data in call handling

VI. **NG9-1-1 GIS Technical Advisory Committee (NG-GTAC) Participation**

The overarching goals of NG-GTAC are for Oregon's 9-1-1 GIS Providers to collaborate on GIS efforts related to NG9-1-1 and to provide technical considerations that might inform future policy updates. All 9-1-1 GIS Data Providers are members of NG-GTAC, and all participating work approved by OEM and aligned with the NG-GTAC Charter is eligible for reimbursement under the terms of this policy.

NG-GTAC convenes monthly to support ongoing collaboration. NG-GTAC meetings may also serve as a forum for consolidated mandatory training including onboarding GIS Data Providers to NG Core Services. When meetings are held for these purposes, attendance may be required.

VII. **Additional Eligible Activities**

The GIS/MSAG Funding Model is designed primarily to ensure consistent and equitable support of required work (NG9-1-1, MSAG, and call taking) across all jurisdictions. After the full scope of required work has been met, remaining funds may be used to support additional GIS tasks that directly enhance or integrate with required work.

Examples of additional eligible tasks include:

- a. CAD system components
- b. Imagery (e.g., orthophotography) Processing
- c. Non-required GIS data layers
- d. Onsite/Online Training/Coursework

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Importantly, this policy does not aim to provide equitable or comprehensive funding for these additional GIS activities.

VIII. **Ineligible Activities**

Reimbursement may be denied for work or services when: (1) equivalent resources are already available through local, state-level, and/or enterprise-supported programs that sufficiently meet 9-1-1 needs; or (2) the tasks have other dedicated funding sources. Examples include:

- a. GIS Datasets maintained and distributed locally or by state agencies
- b. Shared services, platforms, or tools provided at no cost to PSAPs
- c. Centralized address repositories, base layers, or imagery accessible through state or regional agreements
- d. Tasks or Dataset development in support of event-specific emergency services such as hard copy map production, or web map/application development (which have funding sourced through event-specific federal grants)

DISBURSEMENT AND ADMINISTRATIVE PROCEDURES

“The office shall use funds in the 9-1-1 Subaccount to pay for costs incurred during the preceding calendar quarter for emergency communications services provided by a 9-1-1 jurisdiction under ORS 403.105 to 403.250.” ORS 403-240(3)

“The Office will oversee reimbursement from the 9-1-1 Subaccount for work associated with GIS and MSAG maintenance.” OAR 104-080-0200(5)

“A request for reimbursement must be made using process set by the Office and are subject to Office review for completeness, accuracy, and applicability.” OAR 104-080-0200(6) (d)

IX. **Jurisdiction Disbursement Agreement**

Areas with more than one primary PSAP and/or single PSAPs that rely on multiple agencies to maintain their GIS/MSAG data are required to have a letter of agreement (LOA), signed by each agency, and kept on file with OEM, prior to receiving disbursement. The LOA will specify the total amount of GIS/MSAG funds to be distributed to the jurisdiction and will also, if necessary, sub-divide those allowable funds between the authorized agencies within the jurisdiction that are participating in this Funding Policy. (See Appendix C)

At a minimum, all PSAPs represented in a particular jurisdiction must authorize disbursement of the GIS/MSAG funds and indicate their authorization with signature on the LOA.

OEM requires this LOA to ensure all PSAPs and related agencies within a single jurisdiction agree to how their GIS/MSAG funds are being distributed and that they have access to the same GIS/MSAG data. If the GIS/MSAG data funded, developed, and maintained under this Policy is not shared with all PSAPs in the jurisdiction, funding is subject to termination.

The LOA must be amended if any of the signers or conditions of agreement change. The new LOA must be filed with OEM before disbursement resumes.

X. **Third Party Contract Review**

PSAPs seeking reimbursement for services or products provided by third-party vendors must provide OEM with a copy of any associated contracts and any applicable subsequent amendments. This ensures contracted services align with policy provisions and approved tasks. Contracts must be submitted prior to or concurrent with reimbursement requests for related work.

XI. **Annual GIS Data Provider Work Survey**

All GIS Data Providers must complete an annual survey outlining the scope of work, effort, and tools they use in support of 9-1-1 operations. The survey includes a list of applications in use as well as questions regarding planned projects, operational challenges, and other relevant feedback as vetted through NG-GTAC. The purpose of the survey is to verify alignment of planned work with policy requirements, assess statewide GIS practices, needs, and coordination opportunities, and support ongoing training, technical guidance, and shared solutions through NG-GTAC.

XII. GIS/MSAG Disbursement Request Submission

- a. All request forms and supporting documentation (i.e. Invoices, GIS/MSAG Work Summary) must be submitted via the State 9-1-1 central billing address 911.billing@oem.oregon.gov
- b. All Disbursement requests must include the following:
 - i. Signed [OEM Payment Authorization Form](#) for Quarterly GIS/MSAG disbursement request
 - ii. GIS/MSAG Work Summary – Includes work description and quantity of hours performed during the previous quarter being requested
 - iii. GIS Data Delivery—As outlined in section XIII
- c. Any agency that is requesting reimbursement shall follow the above requirements, including 9-1-1 Jurisdictions that use other counties or entities to develop data
- d. A single request packet may not span multiple quarters
- e. OEM operates under the following calendar quarters:
 - i. Q1: January – March
 - ii. Q2: April – June
 - iii. Q3: July – September
 - iv. Q4: October – December
- f. Each GIS/MSAG Disbursement Request must cover work performed for a single approved/designated (for the purposes of this Funding Policy) jurisdiction
- g. Funds for the requested quarter are available at the beginning of the following quarter; provided all Administrative Requirements (i.e., fully executed Agreement and Jurisdiction Disbursement Agreement) are complete and the Disbursement Request submission packet is complete and passes OEM review

XIII. GIS Data Delivery

"All GIS data must be delivered to the Office in a standard data model, format, and method as set by the Office." OAR 104-080-0170(11)

- a. Data must be delivered quarterly, at a minimum
- b. Data must be sent within the first two (2) weeks of the new quarter
- c. Data must be delivered via OEM's ArcGIS Online Group 911 GIS Data Upload
- d. Must include all GIS data layers defined in Section B (GIS Data Layer Development/Maintenance)
- e. Data must be uploaded with all data contained in a single zipped file geodatabase
- f. Uploaded geodatabases must follow the standard file naming format
ProviderJurisdiction_YYYYMMDD (e.g., Baker_20260101)
- g. If Metadata exists for any data, it must be included with the delivery

XIV. Quality Control

- a. OEM will perform a series of change detection and quality control (QC) processes on the delivered data
- b. Feedback on Quality Control results will be provided to each data maintainer by request
- c. Agencies participating in this program shall keep and make available for the examination and audit of or by the State 9-1-1 Program, or the Program's authorized employees, agents or

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representatives during normal business hours, all data, materials and information, including but not limited to records of all receipts, costs and disbursements made by the GIS/MSAG Service Provider with respect to the Services performed under this policy and the funds distributed by the Program for said Services; The State 9-1-1 Program shall have the right to conduct such examination and audit, no more than two (2) times per calendar year

DATA OWNERSHIP

"Ownership of the MSAG is jointly held between the primary PSAP, the provider, and Office." OAR 104-080-0170(8)

"All 9-1-1 geographic information data shall be delivered to and shared with the Office. The Office may use, manipulate, process, and store all 9-1-1 GIS data according to industry best practices." OAR 104-080-0170(10)

The State 9-1-1 Program reserves the right to use the data delivered under this policy in the following manner:

- Perform quality checks on the data and report on the results both internally and externally
- Merge the individual jurisdictional data into a larger statewide database
- Share data with other public bodies per ORS 276A.509

All records shall be retained by OEM in accordance with the agency's authorized records retention schedules.

REVISION HISTORY

Version	Date of Change	Changed By	Description of Change
001	08/09/2017	Unknown	Original Document.
002	10/26/2019	Unknown	Update of Section identifiers Removal of GIS ownership statement.
003	06/04/2019	Unknown	Update to availability of funding.
004	08/27/2020	Unknown	Update to Appendix C. Update to Appendix D- Work Summary. Addition of Payment Authorization Form. Update to Data Submission.
005	08/06/2021	Adam Mele, 9-1-1 GIS Coordinator	Policy Extension.
006	07/01/2022	Alex Petzold	Policy Extension.
007	08/01/2023	Alex Petzold	Adoption of NENA NG9-1-1 Standards. Addition of NG9-1-1 preparation related work to Allowable Use and Work Summary. Update to Funding Model and reimbursement request process. Removal of Data Sharing Agreements.
008	01/01/2026	Alex Petzold, 9-1-1 GIS Coordinator	Update to Funding Model. Clarification of Eligible Work and NG9-1-1 Support.

APPENDIX A

GIS/MSAG FUNDING MODEL

GIS/MSAG activities will be funded up to the limits indicated below, in accordance with the following policy:

Oregon Department of Emergency Management, State 9-1-1 Program, Policy 309-01-01, 9-1-1 GIS/MSAG Funding, Effective January 1, 2026.

JURISDICTION	# COUNTY	# PSAP	2020 POP	QUARTERLY REIMBURSEMENT LIMIT
GRANT	1	1	7,199	\$7,500
WALLOWA	1	1	7,208	\$7,500
HARNEY	1	1	7,393	\$7,500
MORROW	1	1	11,603	\$7,500
BAKER	1	1	16,124	\$7,500
CURRY	1	2	22,925	\$13,800
HOOD RIVER	1	1	23,382	\$10,800
CROOK	1	1	24,404	\$10,800
WASCO	1	1	26,682	\$10,800
UNION	1	1	26,835	\$10,800
TILLAMOOK	1	1	27,036	\$10,800
GILLIAM, SHERMAN, WHEELER, JEFFERSON	4	1	29,682	\$15,300
MALHEUR	1	1	30,571	\$10,800
CLATSOP	1	2	40,224	\$13,800
COLUMBIA	1	1	52,354	\$13,500
COOS	1	1	64,487	\$13,500
KLAMATH, LAKE	2	1	76,107	\$15,000
UMATILLA	1	2	77,950	\$16,500
JOSEPHINE	1	1	87,487	\$15,900
BENTON	1	1	93,053	\$15,900
YAMHILL	1	2	107,100	\$18,900
DOUGLAS	1	1	110,980	\$15,900
LINN	1	1	129,749	\$15,900
LINCOLN, POLK	2	2	138,724	\$20,400
DESCHUTES	1	1	197,692	\$19,500
JACKSON (ECSO)	1	1	220,944	\$19,500
MARION	1	1	358,170	\$25,500
LANE	1	3	382,067	\$31,500
CLACKAMAS	1	2	418,187	\$28,500
WASHINGTON (WCCCA)	1	1	601,592	\$32,100
MULTNOMAH (BOEC)	1	1	812,855	\$36,600

QUARTERLY \$499,800.00

ANNUALLY \$1,999,200.00

APPENDIX B

GIS/MSAG SPECIAL PROJECT APPLICATION

The following Special Project request is being submitted in accordance with the following policy:

Oregon Department of Emergency Management, State 9-1-1 Program, Policy 309-01-01, 9-1-1 GIS/MSAG Funding, Effective January 1, 2026.

GIS/MSAG Project Proposal for: _____

PSAP(s)/Service Area: _____

Multi-Jurisdiction Authorization (if applicable): _____

Signatures from all 9-1-1 jurisdictions in the project area need to be included here.

Proposal Submitted by: _____

Title: _____

Project Plan

Name: _____

Description: (Please type here.) _____

*Project Plan **must** include/attach detailed information including, but not limited to:*

- *Detailed scope of the project tasks to be performed*
- *Project timeline*
- *Staffing plan*
- *Cost breakdown of all project tasks*
- *Cost/Benefit justification*

For OEM use only

Recommendation by Subcommittee: Recommended _____ Not Recommended _____ Abstained _____

Date:

Comments:

OEM Approval: Approved ☐ Denied ☐

By: _____

Date:

Comments:

Remit to:

Oregon Department of Emergency Management

State 9-1-1 Program

Attn: 9-1-1 GIS Coordinator

3930 Fairview Industrial Drive SE

Salem, OR 97309-5062

APPENDIX C

JURISDICTION DISBURSEMENT AGREEMENT

The undersigned organizations agree to the following division of the GIS/MSAG funds disbursed in accordance with the following policy:

Oregon Department of Emergency Management, State 9-1-1 Program, Policy 309-01-01, 9-1-1 GIS/MSAG Funding, Effective from the date signed by all parties until a representative changes, the funding limits of this policy change, or the form requirements have changed.

Any data that is developed and/or maintained by any of the following will be distributed and shared in a free and timely fashion between all the undersigned organizations and with the 9-1-1 Program.

PRIMARY DISBURSEMENT UNIT:

<PSAP/Agency name>

TOTAL AMOUNT OF QUARTERLY DISTRIBUTION: \$ xx,xxx

AUTHORIZED REPRESENTATIVE: <PSAP/Agency name>

Name: <name> Title: <title>

Signature: _____ Date: _____

TOTAL AMOUNT OF QUARTERLY DISBURSEMENT: \$ xx,xxx

AUTHORIZED REPRESENTATIVE: <PSAP/Agency name>

Name: <name> Title: <title>

Signature: _____ Date: _____

TOTAL AMOUNT OF QUARTERLY DISBURSEMENT: \$ xx,xxx

For OEM use only

Approved by:

Date:

APPENDIX D

GIS/MSAG WORK SUMMARY

AGENCY/PSAP
GIS PROVIDER
WORK QUARTER
YEAR

CATEGORY	SUB-CATEGORY	TOTAL HOURS (quarterly)	NOTES
MSAG	MSAG	0.00	
	ALI	0.00	
	ESN	0.00	
ROAD NETWORK	ROAD CENTERLINE	0.00	
	NG9-1-1 Development	0.00	
	ROAD ALIAS TABLE	0.00	
SITE / STRUCTURE	ADDRESS POINT	0.00	
	NG9-1-1 Development	0.00	
	COMMON PLACE / LANDMARK	0.00	
PROVISIONING BOUNDARY		0.00	
SERVICE BOUNDARIES	PRIMARY PSAP SERVICES	0.00	
	FIRE	0.00	
	POLICE	0.00	
	EMS	0.00	
	NG9-1-1 Development	0.00	
ADDITIONAL LAYERS (Edit/Add as needed)	CELL SITE / SECTOR	0.00	
	TAXLOTS	0.00	
		0.00	
		0.00	
		0.00	
MAPPING APPLICATION	CONFIGURATION	0.00	
	DATA PROCESSING	0.00	
	OTHER (please specify/explain)	0.00	
SPECIAL TASKS (please specify/explain)		0.00	
		0.00	
		0.00	
		0.00	
		0.00	
		0.00	
OTHER TASKS (please specify/explain)	Administration	0.00	
	Training	0.00	
	MISC	0.00	

TOTAL HOURS 0.00