



## CMRS WIRELESS 911 QUARTERLY DISTRIBUTION POLICY & PROCEDURES

Pursuant to § 23-47-65(1)(a), the responsibility of the Revenue and Fiscal Affairs Office (RFA) is to hold and distribute not more than thirty nine and eight tenths percent (39.8%) of the total monthly revenues in the interest bearing account to PSAP administrators based on CMRS 911 call volume for expenses incurred for the answering, routing, and proper disposition of CMRS 911 calls.

Wireless E911 surcharge fees are credited to a fund for cost recovery and PSAP services. Of this fund, 39.8% is allocated to local jurisdictions for PSAP services. These funds are distributed back to the PSAPs every quarter based on their number of wireless 911 calls for that quarter. The local jurisdictions have 20 days from the end of each quarter to report their wireless 911 call volumes to RFA.

This distribution is dependent upon receiving the necessary data from all local jurisdictions in a timely manner. Compliancy to the following procedures is necessary for the effective distribution of funds:

1. RFA will notify the local jurisdictions, in writing, no later than the first workday of the month to submit the total number of wireless 911 calls from the previous quarter. A notification will also be published on the RFA website ([rfa.sc.gov](http://rfa.sc.gov)).
2. The local jurisdictions will have 20 calendar days to submit all documentation required for reimbursement for that quarter. Status updates will be published on the website.
3. RFA will notify any jurisdiction that has not submitted the documentation after 20 days in writing and may grant an additional 10-day grace period. Quarterly distributions will be calculated on the first day of the next month and the State Treasurer's Office will be invoiced no later than 5 working days.
4. Any jurisdiction that has not submitted the necessary documents by the time the distributions are calculated will NOT be reimbursed for that distribution quarter.

Effective January 1, 2015

Beginning July 1, 2014, RFA will discuss this issue with the CMRS Advisory Committee and PSAPs and work with the affected parties to insure a smooth transition.