

## SWIC (Statewide Interoperability Coordinator) 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
- Repeaters

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).
3. Submit the above information to the SWIC at the Department of Public Safety via an email to [TXSWIC@dps.texas.gov](mailto: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.)
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 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.***