

Application for Federal Assistance SF-424		Version 02	
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
<b>* 3. Date Received:</b> 03/15/2013		<b>4. Applicant Identifier:</b> <input type="text"/>	
<b>5a. Federal Entity Identifier:</b> <input type="text"/>		<b>* 5b. Federal Award Identifier:</b> <input type="text"/>	
<b>State Use Only:</b>			
<b>6. Date Received by State:</b> <input type="text"/>		<b>7. State Application Identifier:</b> <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>			
<b>* a. Legal Name:</b> Arkansas Department of Emergency Management			
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 71-0043948		<b>* c. Organizational DUNS:</b> 090790412	
<b>d. Address:</b>			
<b>* Street1:</b> Building #9501		<input type="text"/>	
<b>Street2:</b> Camp Joseph T. Robinson		<input type="text"/>	
<b>* City:</b> North Little Rock		<input type="text"/>	
<b>County:</b> Pulaski		<input type="text"/>	
<b>* State:</b>		AR: Arkansas	
<b>Province:</b>		<input type="text"/>	
<b>* Country:</b>		USA: UNITED STATES	
<b>* Zip / Postal Code:</b> 72199-9600		<input type="text"/>	
<b>e. Organizational Unit:</b>			
<b>Department Name:</b> <input type="text"/>		<b>Division Name:</b> <input type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>			
<b>Prefix:</b>	<input type="text"/>	<b>* First Name:</b>	Mike
<b>Middle Name:</b>	Hugh	<input type="text"/>	
<b>* Last Name:</b>	Carraway	<input type="text"/>	
<b>Suffix:</b>	<input type="text"/>	<input type="text"/>	
<b>Title:</b> Administrative Division Director			
<b>Organizational Affiliation:</b> <input type="text"/>			
<b>* Telephone Number:</b> 501-683-6710		<b>Fax Number:</b> 501-683-7891	
<b>* Email:</b> mike.carraway@adem.arkansas.gov			

**Application for Federal Assistance SF-424**

Version 02

**9. Type of Applicant 1: Select Applicant Type:**

At State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

National Telecommunications and Information Admini

**11. Catalog of Federal Domestic Assistance Number:**

11.549

CFDA Title:

State and Local Implementation Grant Program

**\* 12. Funding Opportunity Number:**

2013-NTIA-SLIGP-01

\* Title:

State and Local Implementation Grant Program (SLIGP)

**13. Competition Identification Number:**

2013-NTIA-SLIGP-01

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

State of Arkansas

**\* 15. Descriptive Title of Applicant's Project:**

Public Safety Broadband enhancements to State of Arkansas

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

<b>Application for Federal Assistance SF-424</b>		<b>Version 02</b>
<b>16. Congressional Districts Of:</b>		
* a. Applicant: <input type="text" value="Second"/>	* b. Program/Project: <input type="text" value="State"/>	
Attach an additional list of Program/Project Congressional Districts if needed		
<div style="display: flex; justify-content: space-around;"><input type="text"/><input type="button" value="Add Attachment"/><input type="button" value="Delete Attachment"/><input type="button" value="View Attachment"/></div>		
<b>17. Proposed Project:</b>		
* a. Start Date: <input type="text" value="07/01/2013"/>	* b. End Date: <input type="text" value="06/30/2016"/>	
<b>18. Estimated Funding (\$):</b>		
* a. Federal	<input type="text" value="1,595,711.00"/>	
* b. Applicant	<input type="text" value="506,753.00"/>	
* c. State	<input type="text" value="0.00"/>	
* d. Local	<input type="text" value="0.00"/>	
* e. Other	<input type="text" value="0.00"/>	
* f. Program Income	<input type="text" value="0.00"/>	
* g. TOTAL	<input type="text" value="2,102,474.00"/>	
<b>* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>		
<input checked="" type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text" value="03/15/2013"/>		
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review		
<input type="checkbox"/> c. Program is not covered by E.O. 12372.		
<b>* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)</b>		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="text" value="Explanation"/>		
<b>21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)</b>		
<input checked="" type="checkbox"/> ** I AGREE		
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
<b>Authorized Representative:</b>		
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="David"/>	
Middle Name: <input type="text"/>		
* Last Name: <input type="text" value="Maxwell"/>		
Suffix: <input type="text"/>		
* Title: <input type="text" value="Director"/>		
* Telephone Number: <input type="text" value="501-683-6700"/> Fax Number: <input type="text"/>		
* Email: <input type="text" value="David.maxwell@adem.arkansas.gov"/>		
* Signature of Authorized Representative: <input type="text" value="Tina Owens"/> * Date Signed: <input type="text" value="03/15/2013"/>		

**Application for Federal Assistance SF-424**

Version 02

**\* Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.



# BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006  
Expiration Date: 06/30/2014

## SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. FY13 State and Local Implementation Grant Program (SLIGP)-PhaseI	11.549	\$	\$	\$ 797,855.50	\$	\$ 797,855.50
2. FY13 State and Local Implementation Grant Program (SLIGP)-PhaseII				797,855.50		797,855.50
3. FY13 State and Local Implementation Grant Program (SLIGP)-Non-Federal					506,763.00	506,763.00
4.						
5. Totals		\$	\$	\$ 1,595,711.00	\$ 506,763.00	\$ 2,102,474.00

# SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	FY13 State and Local Implementation Grant Program (SLIGP)- PhaseI	FY13 State and Local Implementation Grant Program (SLIGP)- PhaseII	FY13 State and Local Implementation Grant Program (SLIGP)- Non-Federal		
a. Personnel	\$ 67,998.00	\$ 67,998.00	\$ 387,191.00	\$	\$ 523,187.00
b. Fringe Benefits	23,848.50	23,848.50	113,990.00		161,687.00
c. Travel	108,203.50	108,203.50	0.00		216,407.00
d. Equipment	0.00	0.00	0.00		
e. Supplies	9,910.50	9,910.50	0.00		19,821.00
f. Contractual	528,687.50	528,687.50	0.00		1,057,375.00
g. Construction					
h. Other	59,207.50	59,207.50	5,582.00		123,997.00
i. Total Direct Charges (sum of 6a-6h)	797,855.50	797,855.50	506,763.00		\$ 2,102,474.00
j. Indirect Charges	0.00				\$
k. TOTALS (sum of 6i and 6j)	\$ 797,855.50	\$ 797,855.50	\$ 506,763.00	\$	\$ 2,102,474.00
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>
9. FY13 State and Local Implementation Grant Program (SLIGP)- PhaseII	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>
10. FY13 State and Local Implementation Grant Program (SLIGP)- Non-Federal	<div style="border: 1px solid black; width: 100px;"></div>	506,763.00	<div style="border: 1px solid black; width: 100px;"></div>	506,763.00
11. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>
12. TOTAL (sum of lines 8-11)	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ 506,763.00	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ 506,763.00

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>
14. Non-Federal	\$ <div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>
15. TOTAL (sum of lines 13 and 14)	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>
17. FY13 State and Local Implementation Grant Program (SLIGP)- PhaseII	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>
18. FY13 State and Local Implementation Grant Program (SLIGP)- Non-Federal	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>
19. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>
20. TOTAL (sum of lines 16 - 19)	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: <div style="border: 1px solid black; width: 150px; text-align: right;">2102471.00</div>	22. Indirect Charges: <div style="border: 1px solid black; width: 150px;"></div>
23. Remarks: <div style="border: 1px solid black; width: 100%; text-align: right;">Revision Date 06/10/2013.</div>	

## Arkansas SLIGP Budget Narrative

**Phase Funding** – The State understands that half of the Federal funds will be held in reserve until the project is ready to move into Phase II. The activities of this project have been planned with this information in consideration. Early tasks, meetings and associated costs are efforts to reach the milestone to move into Phase II. Later tasks, meetings and associated costs are efforts to collect data required in Phase II.

### A. Personnel (Direct Labor)

Totals: \$135,996 (Federal)

\$387,192 (Non-Federal)

- **SWIC (Non-Federal)** - will oversee all interoperability coordination and is responsible for ensuring that SCIP initiatives are tracked and completed. This is a full time employee and will spend 50% of their time on this project. All of this expense will be provided as an in-kind match. The source of this match is the AWIN budget state funding and is not from another Federal source.
- **AWIN Program Manager (Non-Federal)** - has oversight of all public safety communications projects that the state undertakes and will provide oversight for this project. This is a full time employee and will spend 50% of their time on this project. All of this expense will be provided as an in-kind match. The source of this match is the AWIN budget state funding and is not from another Federal source.
- **AWIN Project Coordinator (Non-Federal)** - is responsible for coordinating user request for AWIN system and coordinates user outreach through meetings and training. The AWIN PC will provide meeting and user coordination for this project. This is a full time employee and will spend 50% of their time on this project. All of this expense will be provided as an in-kind match. The source of this match is the AWIN budget state funding and is not from another Federal source.
- **AWIN Technical Lead (Non-Federal)** - is responsible for daily operations of the AWIN system. The AWIN TL will provide technical review of all documents for this project. This is a full time employee and will spend 50% of their time on this project. All of this expense will be provided as an in-kind match. The source of this match is the AWIN budget state funding and is not from another Federal source.
- **ADEM Grants Analyst (Federal)** - will provide coordination for grant reporting and financial payouts. This is a full time employee and will spend 100% of their time on this project.
- **Homeland Security Branch Manager (Federal)** - will provide oversight for all grant activities and reporting. This is a full time employee and will spend 10% of their time on this project.

- **ADEM IT Administrator (Federal)** - serves on the state broadband working group and provides technical advice for the AICEC. This is a full time employee and will spend 10% of their time on this project.
- **ADEM Accounting Branch Manager (Federal)** - will conduct tasks and provide tracking for the disbursement of the entire grant funds associated with this project. This is a full time employee and will spend 2% of their time on this project.
- **ADEM Financial Analyst (Federal)** - will provide oversight for the disbursements and tracking of funds for this project. This is a full time employee and will spend 3% of their time on this project.

## **B. Fringe Benefits**

Totals: \$47,697 (Federal)

\$113,990 (Non-Federal)

The following benefits will be paid for all positions:

FICA - 7.65%

Unemployment - .3%

Retirement 14.24%

Insurance - \$4,680.00 for a full time employee. This amount will be adjusted based on percent of time spent on the project.

The percentages will be totaled and then calculated using the portion of the full time salary that is being charged to the project.

The following positions: SWIC, AWIN Program Manager, AWIN Project Coordinator and AWIN Technical Lead are Non-Federal funded positions. All of this benefit expense will be provided as an in-kind match. The source of this match is the AWIN budget state funding and is not from another Federal source.

The following positions: ADEM Grants Analyst, Homeland Security Branch Manager, ADEM IT Administrator, ADEM Accounting Branch Manager and ADEM Financial Analyst are Federal funded positions for the percent of time spent on the project. A percent of the applicable benefit expenses will be allocated to this grant.

## **C. Travel**

Totals: \$216,407 (Federal)

\$0.00 (Non-Federal)

Individuals traveling to workgroup meetings, planning meetings, local requirement meetings and data gathering meetings will be reimbursed at the applicable state rate, currently at \$.42 per mile. This will apply to those travelers whose home base is outside a 50 mile radius of the meeting site. (Federal)



Core team members will travel to various out of state meetings, conferences or workshops. Only those meetings, conferences or workshops where the primary focus is on NPSBN will be covered with SLIGP funds. Roundtrip travel expenses, daily per diem and lodging will all be covered with this project. These amounts will vary depending on the location of the meetings. Individuals working to capture requirements, coverage needs, data collection or town hall type of meetings will need to be away some overnights in order to cover the entire state. In state per diem and lodging will be covered on such outings. (Federal)

#### **D. Equipment**

Totals: \$0.00 (Federal)  
\$0.00 (Non-Federal)

No equipment purchases are planned for this project.

#### **E. Supplies and Materials**

Totals: \$19,821 (Federal)  
\$0.00 (Non-Federal)

Consumable (Federal) - Office supplies including paper, postage, printer ink and printing services will be used during the project for reporting and meeting preparation.

Non-Consumable (Federal) - A computer package including monitor and phone will be purchased for the full time position of ADEM Grants Analyst. This person will be equipped with a Multi Band Radio for communications for the project. Tablet PCs will be used by team members at various meetings and data gathering sessions. A printer/scanner/fax will be used at the AWIN location for document production for use at meetings and project files.

#### **F. Contractual – Consultants**

Totals: \$1,057,375 (Federal)  
\$0.00 (Non-Federal)

**Administrative Assistant (Federal)** – this position would be a part time temporary position that would assist the core team in putting together information for meetings, workshops and conferences. This position would assist in document management for the project working with the DIS Project Manager or DIS Project Coordinator. This position would be filled using an existing professional services contract that is in place at DIS.

**Project Assistant (Federal)** – this position would be a full time temporary position that would assist the core team in performing various tasks of the project. This position would be assigned specific task areas they would be responsible for such as coordinating work group meetings or scheduling meetings at the local user level. This position would be filled using an existing professional services contract that is in place at DIS.

**College Interns (Federal)** – these would be teams of individuals that would be in place on a part time basis during their school studies. These teams would be used to assist in collecting information from local users on requirements, coverage needs and local data. The teams would be used at various times during the project and could be different individuals since internships occur during a certain time period of a school career. These individuals would be selected from local colleges where local agreements are already in place for this program.

**Meeting Facilitator (Federal)** – this person would assist in conducting various workshops such as the Broadband Working Group or the SCIP update. This position would be used on an as needed basis and would be handled using the state's purchase order process.

**Public Safety Communications Consultant (Federal)** – the firm selected to perform this role would be expected to assist the core team with initiatives to achieve system design, user identification and policy development for APSBN. Such activities would include monitoring and advising any regulatory alerts from regulatory bodies or services. Propose, review or evaluate recommendations for Service Level Agreements or End User Agreements. Assist with new application evaluation, approval and control processes. Assist with the development of Network Administration and System Maintenance Best Practices on Regional Networks. Perform tower loading studies as identified during data collection process. Assist with any other technical or policy issues as identified by the core team. This consultant service would be selected by a competitive bid process conducted by the AWIN team at DIS.

**Website Development (Federal)** – this would be for site development and site maintenance during the grant period. The site would be used for public awareness and education for APSBN. The site would also be used by team, work group and committee members for reviews and status updates. This would be accomplished using an agreement that is already in place at DIS.

## **G. Construction Costs**

Totals: \$0.00

No construction is planned with this project.

## **H. Other (Direct Costs)**

Totals: \$118,415 (Federal)

\$ 5,582 (Non-Federal)

Meeting costs (Non-Federal) web conference charges will be a cash match from the AWIN budget state funding. Conferencing accounts exist for AWIN personnel's use through an agreement in place by the Department of Information Systems.

Meeting costs (Federal) including facility costs, AV charges and internet service are all accounted for as Other Direct Costs. Costs associated with the annual statewide Interoperability Conference are allocated at 75% (Federal) of the actual costs. The other 25% (Non-Federal) of the cost for the conference will be covered by conference registration fees.

Planned meetings are:

Weekly core team meetings typically held via web conference.

Public Safety Broadband Network Working Group and Rural Leadership Council will hold meetings every other month alternating between on-site meetings and web conferences. A two day workshop will be held for this working group each year.

This working group will review and compile local user requirements and coverage needs. They will work closely with the core team in making any policy recommendations and issue identification to be taken to the AICC and AICEC.

AICC meets every other month alternating between on-site and web conferences. These regular meetings are the mechanism for gaining input from all regions and disciplines for policies and direction.

SCIP Update Workshop is held annually typically as a two day retreat. The AICC and any working group members come together and review the SCIP and identify updates as needed. Charges for this meeting will be allocated to the SLIGP funds and AWIN general budget funds based on the percentage of related topic time as identified on the meeting agenda.

Interoperability Conference is held annually as a three day conference. The agenda is completely focused on Public Safety Communications. The format is mixed between general session and breakout sessions all providing training or general information on Public Safety Communications. Charges for this meeting will be allocated to the SLIGP funds and AWIN general budget funds based on the percentage of related topic time as identified on the meeting agenda.

General overhead costs (Federal) (electric, water, phone service, janitor service, etc.). These are allocated based on the square footage of the cubicle for the full



time ADEM Grants Analyst. The amount is based on \$3.15 per square foot for a 10X10 cube.

**I. Indirect Costs**

Totals: \$0.00 (Federal)  
\$ 0.00 (Non-Federal)

There are no indirect costs associated with this project.

**PROJECT TOTALS**

**\$1,595,711 (Federal)**

**\$ 506,763 (Non-Federal)**

**\$2,102,474 (Total)**

# Arkansas SLIGP Detailed Budget Worksheet

Name and Address of Applicant: Arkansas Department of Emergency Management

Category		Detailed Description of Budget (for full grant period)				Federal	Non-Federal
a. Personnel (Direct Labor)		Estimated Hours	Rate per Hour	Estimated Cost (Rounded)			
Position or Individual							
SWIC		3,120	\$43.17	\$ 134,690			\$ 134,690
AWIN Program Manager		3,120	\$30.77	\$ 96,002			\$ 96,002
AWIN Project Coordinator		3,120	\$18.80	\$ 58,656			\$ 58,656
AWIN Technical Team Lead		3,120	\$31.36	\$ 97,843			\$ 97,843
ADEM Grants Analyst		6,240	\$15.51	\$ 96,782	\$	96,782	
Homeland Security Branch Manager		624	\$27.58	\$ 17,210	\$	17,210	
ADEM IT Administrator		624	\$23.52	\$ 14,676	\$	14,676	
ADEM Accounting Branch Manager		125	\$27.80	\$ 3,475	\$	3,475	
ADEM Financial Analyst		189	\$20.38	\$ 3,852	\$	3,852	
<b>Total Direct Labor Cost</b>				<b>\$ 523,188</b>	<b>\$</b>	<b>135,996</b>	<b>\$ 387,191</b>
b. Fringe Benefits		Rate (%)	Base	Estimated Cost (Rounded)		Federal	Non-Federal
SWIC		27.40%	\$ 134,690.40	\$ 36,905			\$ 36,905
AWIN Program Manager		29.50%	\$ 96,002.40	\$ 28,321			\$ 28,321
AWIN Project Coordinator		34.16%	\$ 58,656.00	\$ 20,037			\$ 20,037
AWIN Technical Team Lead		29.36%	\$ 97,843.20	\$ 28,727			\$ 28,727
ADEM Grants Analyst		36.70%	\$ 96,782.40	\$ 35,519	\$	35,519	
Homeland Security Branch Manager		30.35%	\$ 17,209.92	\$ 5,223	\$	5,223	
ADEM IT Administrator		31.76%	\$ 14,676.48	\$ 4,661	\$	4,661	
ADEM Accounting Branch Manager		30.28%	\$ 3,475.00	\$ 1,052	\$	1,052	
ADEM Financial Analyst		32.23%	\$ 3,851.82	\$ 1,241	\$	1,241	
<b>Total Fringe Benefits Cost</b>				<b>\$ 161,687</b>	<b>\$</b>	<b>47,697</b>	<b>\$ 113,990</b>

*rounding error*

<b>c. Travel</b>					
<b>c1. Transportation - Local Private Vehicle</b>	<b>Mileage</b>	<b>Rate per Mile</b>	<b>Estimated Cost (Rounded)</b>	<b>Federal</b>	<b>Non-Federal</b>
APSBN Working Group and RLC in person meetings (15 individuals traveling 150 miles roundtrip for 9 meetings)	20250	\$0.420	\$ 8,505	\$ 8,505	
AICC Meetings (12 individuals traveling 150 miles roundtrip for 9 meetings)	16200	\$0.420	\$ 6,804	\$ 6,804	
AICC SCIP Update Meeting (20 individuals traveling 100 miles roundtrip for 3 meetings)	6000	\$0.420	\$ 2,520	\$ 2,520	
Site visits for data collection ( 75 sites each with 100 miles roundtrip)	7500	\$0.420	\$ 3,150	\$ 3,150	
AICEC Meetings (10 individuals traveling 150 miles roundtrip for 12 meetings)	18000	\$0.420	\$ 7,560	\$ 7,560	
User requirements and coverage needs meetings ( 75 sites each with 100 miles roundtrip)	7500	\$0.420	\$ 3,150	\$ 3,150	
			\$0		
Subtotal - Trans - Local Private Vehicle			\$ 31,689	\$ 31,689	\$ -
<b>c2. Transportation - Airfare (show destination)</b>	<b>Trips</b>	<b>Fare</b>	<b>Estimated Cost (Rounded)</b>	<b>Federal</b>	<b>Non-Federal</b>
Regional and National meetings for FirstNet (8 meetings for 10 individuals, post award trips only, pre award costs will be covered outside the grant.	80	\$425.00	\$ 34,000	\$ 34,000	
Out of state training or conferences ( 8 trips for 10 individuals)	80	\$425.00	\$ 34,000	\$ 34,000	
			\$ -		
			\$ -		
Subtotal - Transportation - Airfare			\$ 68,000	\$ 68,000	\$ -

<b>c3. Transportation - Other</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Estimated Cost (Rounded)</b>	<b>Federal</b>	<b>Non-Federal</b>
			\$ -		
			\$ -		
Subtotal - Transportation - Other			\$ -	\$ -	\$ -
<b>c4. Per Diem (indicate location)</b>	<b>Days</b>	<b>Rate per Day</b>	<b>Estimated Cost (Rounded)</b>	<b>Federal</b>	<b>Non-Federal</b>
Regional and National meetings for FirstNet (8 - 3 day meetings for 10 individuals \$50 per diem \$125 lodging)	240	\$175.00	\$ 42,000	\$ 42,000	
Out of state training or conferences ( 8 - 3 day trips for 10 individuals \$50 Per diem \$125 lodging)	240	\$175.00	\$ 42,000	\$ 42,000	
In state site meetings for user requirements, coverage needs and data collection ( 21 days away for 6 individuals \$46 per diem \$77 lodging)	126	\$123.00	\$ 15,498	\$ 15,498	
APSBN Working Group and RLC onsite 2 day workshop (4 meetings for 35 individuals \$46 per diem \$77 lodging)	140	\$123.00	\$ 17,220	\$ 17,220	
Subtotal - Per Diem or Subsistence			\$ 116,718	\$ 116,718	\$ -
<b>Total Travel Cost</b>			<b>\$ 216,407</b>	<b>\$ 216,407</b>	<b>\$ -</b>
<b>d. Equipment</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Estimated Cost (Rounded)</b>	<b>Federal</b>	<b>Non-Federal</b>
	0	\$0.00	\$ -	\$ -	
	0	\$0.00	\$ -	\$ -	
<b>Total Equipment Cost</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>e. Supplies and Materials</b>					
	Quantity	Unit Cost	Estimated Cost (Rounded)	Federal	Non-Federal
<b>e1. Consumable Supplies</b>					
Printing and Paper (\$800 per year)	3	\$800.00	\$ 2,400	\$ 2,400	
Office Supplies for Admin Support (\$367 per year)	3	\$367.00	\$ 1,101	\$ 1,101	
Postage( \$140 per year)	3	\$140.00	\$ 420	\$ 420	
			\$ -		
Subtotal - Consumable Supplies			\$ 3,921	\$ 3,921	\$ -
<b>e2. Non-Consumable Materials</b>	Quantity	Unit Cost	Estimated Cost (Rounded)	Federal	Non-Federal
Printer/Scanner/Fax all in one	1	\$ 900.00	\$ 900	\$ 900	
Tablet Type PC	7	\$1,000.00	\$ 7,000	\$ 7,000	
Multi Band Radio	1	\$5,000.00	\$ 5,000	\$ 5,000	
Workstation Computer and Monitor	1	\$2,500.00	\$ 2,500	\$ 2,500	
Work center phone	1	\$500.00	\$ 500	\$ 500	
			\$ -		
Subtotal - Non-Consumable Materials			\$ 15,900	\$ 15,900	\$ -
<b>Total Supplies and Materials Cost</b>			<b>\$ 19,821</b>	<b>\$ 19,821</b>	<b>\$ -</b>
<b>f. Contractual - Consultants (Type)</b>	Days	Rate per Day	Estimated Cost (Rounded)	Federal	Non-Federal
Administrative Assistant (half time \$10.50 per hour)	390	\$84.00	\$ 32,760	\$ 32,760	
Project Assistant (full time \$27.72 per hour)	780	\$221.76	\$ 172,973	\$ 172,973	
Public Safety Communications Consultant (full time \$133.28 per hour)	760	\$1,066.24	\$ 810,342	\$ 810,342	
College Interns for site meetings support ( 8 individuals at various times for 300 hours each at \$12 per hour)	300	\$96.00	\$ 28,800	\$ 28,800	
Meeting Facilitation (Retreats and Workshops)	10	\$250.00	\$ 2,500	\$ 2,500	
			\$ -		
<b>Total Consultants Cost</b>			<b>\$ 1,047,375</b>	<b>\$ 1,047,375</b>	<b>\$ -</b>
<b>f1. Contractual - Contracts (List individually)</b>	Quantity	Unit Cost	Estimated Cost (Rounded)	Federal	Non-Federal
Information Network of Arkansas	1	\$10,000.00	\$ 10,000	\$ 10,000	
	0	\$0.00	\$ -	\$ -	
			\$ -		
<b>Total Subcontracts Cost</b>			<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>
<b>Total Contractual - Consultants</b>			<b>\$ 1,057,375</b>	<b>\$ 1,057,375</b>	<b>\$ -</b>



g. Construction Costs						
g1. Administrative and legal expenses		Quantity	Unit Cost	Estimated Cost (Rounded)	Federal	Non-Federal
				\$ -		
Subtotal - Administrative and legal expenses				\$ -	\$ -	\$ -
g2. Architectural and engineering fees		Quantity	Unit Cost	Estimated Cost (Rounded)	Federal	Non-Federal
				\$ -		
				\$ -		
Subtotal - Architectural and engineering fees				\$ -	\$ -	\$ -
g3. Construction		Quantity	Unit Cost	Estimated Cost (Rounded)	Federal	Non-Federal
				\$ -		
Subtotal - Construction				\$ -	\$ -	\$ -
Total Construction Costs				\$ -	\$ -	\$ -
h. Other Direct Costs						
Item & Descriptor		Quantity	Unit Cost	Estimated Cost (Rounded)	Federal	Non-Federal
Weekly team web meetings (5 attendees, 30 min call, rate per minute)	Min.	23400	\$ 0.14	\$ 3,253		\$ 3,253
APSBN Working Group and RLC web meetings (20 attendees, 60 min call, 9 meetings, rate per minute)	Min.	10800	\$ 0.14	\$ 1,501		\$ 1,501
Host fees for web meetings (2 host at \$11.50 per month)	Month	72	\$ 11.50	\$ 828		\$ 828
Annual SCIP update retreat (25 attendees for 2 days, for 3 years, facility costs \$275 per attendee)	Attendee	75	\$ 275.00	\$ 20,625	\$ 20,625	
AICC onsite meetings (3 per year for 3 years, facility costs \$10 per attendee, 25 attendees)	Attendee	225	\$ 10.00	\$ 2,250	\$ 2,250	
Annual Interoperability Conference for 3 years (3/4 of the cost for facilities, 150 attendees at \$128 per attendee)	Attendee	450	\$128.00	\$ 57,600	\$ 57,600	
Wireless connection for Tablet PCs (7 at \$100 per month)	Month	252	\$100.00	\$ 25,200	\$ 25,200	
APSBN Working Group onsite 2 day workshop (4 meetings, facility costs \$10 per attendee, 35 attendees)	Attendee	140	\$10.00	\$ 1,400	\$ 1,400	

ADEM Cubicle Space Overhead (\$3.15 per square ft. per month / 100 square ft. per cube)	Month	36	\$315.00	\$ 11,340	\$ 11,340	
<b>Total Other Direct Costs</b>				<b>\$ 123,997</b>	<b>\$ 118,415</b>	<b>\$ 5,582</b>
<b>Subtotal of Direct Costs</b>				<b>\$ 2,102,474</b>	<b>\$ 1,595,711</b>	<b>\$ 506,763</b>

i. Indirect Costs	Rate	Base	Estimated Cost (Rounded)	Federal	Non-Federal
Type					
	0	\$0.00	\$ -	\$ -	
<b>Total Indirect Costs</b>			\$ -	\$ -	\$ -
<b>Total Estimated Costs (Subtotal Direct + Total Indirect)</b>			\$ 2,102,474	\$ 1,595,711	\$ 506,763



Arkansas SLIGP Detailed Budget Worksheet			
Detailed Description of Budget			
Analysis of Total Estimated Costs		Estimated Cost	Percent of Total
<b>a</b>	<b>Personnel (Direct Labor)</b>	<b>523,188</b>	<b>25%</b>
<b>b</b>	<b>Fringe Benefits</b>	<b>161,687</b>	<b>8%</b>
<b>c</b>	<b>Travel</b>	<b>216,407</b>	<b>10%</b>
<b>d</b>	<b>Equipment</b>	<b>-</b>	<b>0%</b>
<b>e</b>	<b>Supplies and Materials</b>	<b>19,821</b>	<b>1%</b>
<b>f</b>	<b>Contracts</b>	<b>1,057,375</b>	<b>50%</b>
<b>g</b>	<b>Construction</b>	<b>-</b>	<b>0%</b>
<b>h</b>	<b>Other Direct Costs</b>	<b>123,997</b>	<b>6%</b>
<b>i</b>	<b>Indirect Costs</b>	<b>-</b>	<b>0%</b>
	<b>Total:</b>	<b>2,102,474</b>	<b>100%</b>
	<b>Federal:</b>	<b>1,595,711</b>	
	<b>Non-Federal</b> (as percentage of Federal)	<b>506,763</b>	<b>32%</b>

## SUPPLEMENTAL NARRATIVE QUESTIONS

### Existing Governance Body

#### *Structure and Membership of the existing Statewide Interoperability Governing Body (SIGB), or its equivalent*

In Arkansas, the Statewide Interoperability Governing Body is the Arkansas Interoperable Communications Committee (AICC). The AICC addresses the challenges facing interdisciplinary communications across multiple jurisdictions and establishes a partnership among law enforcement, fire departments, state agencies, cities and counties in order to enhance communications interoperability capabilities. It also provides a forum to discuss related public safety communications initiatives. The AICC's goals are to: ensure the participation of relevant state executives and political leaders in the decision making process, build relationships at the local, regional, state, and federal levels, ensure that a broad range of local-level public safety responders are represented and assure participatory decision making.



The AICC's membership includes representatives from local, county, state and federal government, fire and police. The members of the AICC were selected in accordance with the guidelines as set forth by SAFECOM and interoperable communications best practices. Although the individuals may come from one particular discipline within a jurisdiction or region, they represent the overall interests of all disciplines in the state while serving on the committee. The term of office for members is unlimited and is contingent upon reappointment by their discipline or organization. AICC members are

part of the committee by virtue of their position and to ensure that all disciplines are represented in the committee. These members are required to attend all committee meetings and provide feedback to the voting members for decision-making purposes. The AICC may add ad hoc members as necessary. These members can come from local, state, or federal agencies, service providers, or other organizations that have expertise in a given area under consideration by the committee. They may sit on the committee on a temporary basis as needed.

The AICC or the AICEC designates working groups as necessary to address issues facing interoperable communications in the State of Arkansas. These working groups are formed for a short duration and disbanded when their work is complete.

The Arkansas Interoperable Communications Executive Committee (AICEC) is the decision-making body of the AICC. The AICEC is composed of the Directors, or their designees from:

- Arkansas Department of Emergency Management
- Department of Arkansas State Police
- Department of Information Systems
- Arkansas Emergency Management Association
- Arkansas National Guard
- County Judges Association of Arkansas
- Department of Finance and Administration
- Statewide Interoperability Coordinator (SWIC)
- City of Little Rock
- Governor's Office

The AICEC provides strategic planning and direction concerning the establishment, operation, and management of interoperable communications in the State of Arkansas. This includes, but is not limited to:

- Coordination of communications between systems in the state
- Setting priorities for the state's investment in communications systems
- Development of policies and procedures
- Development and implementation of any state strategic communications plan
- Addressing the concerns and views of state and local agencies responsible for emergency response and the provision of basic governmental services

Voting members (AICEC) are responsible for representing their discipline, organization or agency. If a voting member is unable to attend a committee meeting, an alternate voting member from that discipline, organization or agency can be appointed for that meeting. The voting member must notify the committee chair prior to the meeting that an alternate has been designated to represent him/her at the meeting. Without such prior notification, the alternate will not count when determining if a quorum has been established or be allowed to participate in votes during the meeting.

### ***SIGB's authority***

The AICC was established in 2008 when the charter and by-laws were instituted. The AICC is recognized by the Governor of Arkansas as having the authority to guide interoperable communications. Specifically, the AICEC develops and enforces



comprehensive guidelines and procedures that address requirements for the following: the use of statewide interoperable communications systems, the management and operations of statewide interoperable communications systems, and the future needs of statewide interoperable communications systems. In addition, the AICEC has the responsibility to: review the progress and status of the statewide interoperable communications program, develop methods to review and approve projects and programs that affect statewide interoperable communications systems, and examine and resolve issues facing public safety interests regarding the use of statewide interoperable communications systems. These directives were in place by September 30, 2011. The AICEC is also tasked with preparing and submitting reports on the condition and effectiveness of the statewide interoperable communications program to the Arkansas Legislature as required. These reports may include recommendations with regard to correcting any deficiencies in the statewide interoperable communications program as identified by the AICEC.

The AICC has the authority to evaluate current interoperable communications and maintain a statewide plan for communications interoperability, oversee the implementation of the plan, and develop appropriate policies, procedures and guidelines. All policies, plans, and procedures are submitted to the AICEC for approval. The Arkansas Interoperable Communications Committee can make recommendations to help direct the use of state or federal funds earmarked for capital improvements and operational upgrades to improve local or statewide public safety interoperable communications.

The AICEC decision-making process is as follows: each AICEC member has one vote to be cast. If the voting member is unable to attend, the alternate voting member will vote in the member's place. The AICEC will work towards consensus based decision making; however, if a consensus cannot be reached, a vote will be taken and the simple majority rules. All decisions and recommendations approved by a simple majority will be considered a decision or recommendation of the committee when presented to the Joint IT Committee for consideration. A two-thirds majority vote is required for changes to the charter or the strategic plan. The chairman will determine if a quorum is achieved. If not votes will be tabled until the next meeting. Decisions and recommendations will be reported to the Joint IT Committee through the AICEC chair. This committee will report status, actions, and recommendations to a larger audience through following the communications plan established by the Arkansas Wireless Information Network Program Management Office.

### ***Leveraging the SIGB***

All grant-related activities will flow through the AICEC which also provide guidance for grant related activities. The AICEC currently oversees public safety communications in Arkansas. The group also has the experience and expertise to coordinate the

implementation of the public safety broadband network in Arkansas. The AICEC has supplemented their expertise by forming the Arkansas Public Safety Broadband Network (APSBN) Working Group. This group includes technical expertise, state, local and regional representation.

### ***SIGB Expansion to include technology representatives***

The Arkansas Public Safety Broadband Network (APSBN) working group was formed in May 2012 as a subcommittee of the AICC. This group's membership includes technical experts, state, city, and county representatives and private sector representatives. Additional members with technical expertise may be added as needed. This committee has been tasked to develop the Arkansas plan for the PSBBN.

The APSBN working group has completed the Preliminary Public Safety Broadband Strategic Plan. This plan lays the groundwork for Arkansas to be able to respond to FirstNet's requirements.

The plan includes the following:

The State will follow standard project management practices for the execution of efforts related to the planning and implementation of public safety broadband.

The State will engage in consultation with FirstNet to inform/advance the National Public Safety Broadband Network (NPSBN) in Arkansas

The State will ensure adequate governance is provided by establishing the Arkansas Public Safety Broadband Network Working Group as a subcommittee of the Arkansas Interoperable Communications Committee

The State will complete preliminary surveys and interviews of public safety responders from every county and a sampling of large and small cities, towns, and tribes to determine public safety broadband needs by December 31, 2012

The State will conduct a study to determine the minimum requirement for statewide broadband coverage in coordination with FirstNets timeline and requirements

The State will apply for and utilize funds from NTIA's State Broadband Planning Grant Program to support the efforts above

The State will coordinate with FirstNet on data collection and associated broadband efforts

The State will partner with the Arkansas Geographic Information Office (AGIO) and other geographic information system service providers as needed for mapping purposes

The State will foster cooperative relationships with broadband vendors.

### ***SIGB Expansion to include local representation***



As part of public safety broadband governance activities the state will use the AICC to establish the Rural Leadership Council (RLC). The membership of the RLC will be two representatives from each of the 5 emergency management areas in the state. These areas loosely align with the geographic regions of the state: Ozark Mountains (Northwest area), Mississippi River Delta (Northeast area), Central (Central Area), Ouachita Mountains (Southeast Area), and the Timberlands (Southwest Area). Other criteria for serving on the RLC will be:

- The representative must currently be serving in a public safety position, or one that directly supports public safety activities.
- The representative must be residing in a county that is designated as rural (counties defined in the section on Rural Coverage of the SLGIP application.)

There are 5 regional interoperability channels that are established as part of the Arkansas Wireless Information Network (AWIN) for each of the emergency management areas described above. These channels are non-directed channels and are 'open' for use by the first responders in each of the regions. Management of these regional channels is informal, however, some of the areas are starting to come together to develop protocols for use of the regional channels. For example, interoperability channel NW 5 is managed as a weather talk group by Washington County for the region during severe weather as is NE 5 which is managed by Craighead County during severe weather.

#### ***Financial resources to support the SIGB***

The members of the AICC and AICEC serve at the will of their employers and membership is unpaid except through their respective employers; however, training and planning sessions have been funded with IECGP funds. State resources supplemented the Federal funding. The State of Arkansas plans to use SLGIP funds to support planning, and implementation efforts.

#### **Statewide Communications Interoperability Plan (SCIP)**

##### ***SCIP goals and initiatives related public safety wireless broadband***

Arkansas hosted a SCIP update workshop on May 9, 2012. The workshop was conducted by DHS/OEC. The workshop brought together stakeholders from across the state. Several State agencies, cities and counties were represented. A number of broadband initiatives were added to the Arkansas SCIP. Those initiatives align with the Interoperability Continuum.

The Governance initiatives are as follows:

- Create a broadband working group to develop a plan, identify assets, and review RFPs

- Educate State, local, and county decision-makers about broadband, emphasize the necessity of APSBN, the financial requirements, and maintenance funding
- Stay abreast of developments from FirstNet to align Arkansas' plan to the Nationwide plan
- Coordinate with other States in the region/bordering States via NCSWIC organization
- Establish procurement policies that comply with State/local requirements and codes

Plans formulated that align with the SOP lane of the continuum are:

- Develop SOP's for features and functionality and limits after FirstNet SOP's are published
- Develop SOP's on data and allowed level of access
- Develop SOP's on level of security for software applications and user access.

The Technology lane added the following initiatives:

- The State will survey public safety responders from every county and a sampling of large and small cities and towns to determine broadband needs by Oct 2012.

This initiative has been completed.

Under Training and Exercises, two initiatives were identified; those initiatives included incorporating broadband into existing HSEEP exercises and interoperating with other states by sending data via broadband. The last initiative was aligned with the Usage lane of the continuum. That initiative involved investigating the ability to create new applications.

### *State's engagement with local governments and tribal nations*

The mission of the AICC is: The emergency response community will work collaboratively across disciplines, levels of government, and regions (including bordering States) to achieve Arkansas's interoperability vision. To do this, Department of Information Services (DIS), Arkansas Department of Emergency Management (ADEM), and Arkansas State Police (ASP), in partnership with the Arkansas Interoperable Communications Committee (AICC), will help coordinate and provide resources to help the emergency response community pursue the goals, objectives, and strategic initiatives in the SCIP.

An invitation was issued to a broad range of local government entities to participate in the SCIP workshop that took place in May, 2012. Of those that attended, many were selected as members of the APSBN working group. This group has representatives from large and mid-sized cities and several counties. In addition, a variety of multi-



jurisdictional and multi-agency agreements currently exist in Arkansas. State and local agencies use these agreements across a broad range of activities every day.

#### *Use of SLIGP funding to support SCIP update*

The State of Arkansas will request Technical Assistance (TA) to support updating the Arkansas SCIP. In addition, the state will hold meetings with the AICC to develop policies and procedures that result from new SCIP initiatives. To support those meetings, the State of Arkansas will budget \$23,145.00 of the SLIGP funds to cover SCIP updates for 2014 – 2016.

#### State Level Involvement

##### *SWIC Status*

The State of Arkansas has a dedicated **Statewide Interoperability Coordinator (SWIC)** that reports to the Director DIS/Chief Technology Officer (CTO). The SWIC was responsible for establishing the state's original SCIP and annual updates to the plan. The SWIC will be responsible for ensuring that all tasks and activities related to planning and data collection are completed successfully. Specifically, the SWIC's role will be to:

Coordinate the activities of the AICC and AICEC and associated working groups as it relates to SLIGP activities

Ensure that information requests from FirstNet are tracked and fulfilled in a timely manner.

##### *CIO/CTO Involvement*

The CTO is a core member of the AICC Executive Committee and will continue to be an integral part of that group. Ensuring the overall technology strategy for the State's participation in the nationwide public safety broadband network will be the responsibility of the CTO.

##### *Other State level organizations.*

The Director of the Arkansas Department of Emergency Management (ADEM) will serve as the Point of Contact for FirstNet. ADEM Director will also provide fiscal leadership for this effort. As described above the ADEM staff has a depth of experience in grant management, emergency management and public safety communications.

Several other state agencies will be supporting this effort; Arkansas State Police, Arkansas National Guard, and Arkansas Department of Finance and Administration will provide advice and guidance as the State moves forward with the planning process.

The State will utilize existing staff at the following levels:

ADEM Grants Analyst –100%

ADEM Homeland Security Branch Manager –10%



ADEM IT Administrator -- 10%

ADEM Accounting Branch Manager -- 2%

ADEM Financial Analyst -- 3%

SWIC -- 50%

AWIN Program Manager -- 50%

AWIN Project Coordinator -- 50%

AWIN Administrative Assistant -- 50%

AWIN Technical Team Lead -- 50%

The State anticipates requesting an administrative position and a project management position to support this effort.

### *Private Industry and Secondary Users*

The electric cooperatives that provide service in the state are current secondary users of the AWIN system and are regular attendees at AICC meetings and statewide conferences dealing with communications and interoperable communications. The State also has long term relationships with its telecommunications providers.

## Coordination with Local Government Jurisdictions

### *Local Government Jurisdictional Structure*

The State has two tiers of local government: county and city. Cities and counties operate under the authority of the state constitution and legislative action. Each county is divided into townships, primarily for polling purposes. There are seventy-five (75) counties in Arkansas which are administered by elected County Judges. The chief administrators for cities are mayors, although some of the larger cities have city managers that are responsible for the administration of the city's government.

Arkansas recognizes that the success of the nationwide public safety broadband network will be largely reliant on ensuring that the local first responder has functionality that supports their mission. Understanding those needs is essential to meeting that requirement. The State has an established governance and outreach effort that will be expanded to accommodate the scope of planning and data collection.

### *Involving Local Jurisdictions*

Representatives from counties and cities participate on the Arkansas Interoperable Communications Committee (AICC). The AICC meets quarterly to be briefed on public safety communications issues and to provide input on policies and processes that effect public safety communications. In April of 2012 the AICC established the Arkansas

Public Safety Broadband Network (APSBN) Working Group. The APSBN Working Group is made up of state and local public safety and information technology personnel. As part of the governance activities the state will establish the Rural Leadership Council to ensure that the needs of the rural jurisdictions are addressed.

### ***State-wide coordination***

During the implementation of the Arkansas Wireless Information Network (AWIN) the State established two stakeholder groups to coordinate with local governments. The AWIN Steering Committee was made up of leadership of the stakeholder agencies; The Local Leadership Council was made up of leadership from the local jurisdictions. The Local Leadership Council elected two of their members to serve on the AWIN Steering committee. These two groups were responsible for developing the outreach approach, policies and process that were used to establish the network. During this period Town Hall meetings were established so that local users could come together with the Steering Committee, LLC, and project team to share information. This approach was found to be very successful for Arkansas and governance for the APSBN effort will follow this same model.

### ***Challenges when engaging with local jurisdictions***

The primary challenge for engaging with locals is a scheduling issue. Many of Arkansas public safety personnel work multiple jobs, so whether it's attending a Town Hall meeting, a conference, or a one-on-one conversation, dedicating the time can be challenging. To overcome this for the SLIGP Town Hall meetings will be held later in the day, or in the evenings. Also, Town Hall meetings will be recorded and made available via the internet for those who were not able to attend.

## **Regional Coordination**

### ***Intrastate Regional Committees***

Arkansas is considered to be one region for emergency management planning purposes; there are no formal regions established. The AICC Executive Committee appoints Working Groups to address any special issues. For purposes of the SLIGP a Rural Leadership Council will be developed with membership from the different regions around the state. Additional information about the RLC can be found in the section on Rural Coverage. Further, Town Hall meetings will be scheduled in each geographic region of the state. This will allow public safety personnel from that region to coordinate on their regions particular communications needs.

### ***Interstate Regional Bodies***

Arkansas regularly coordinates with the states in FEMA Region 6 on issues related to Public Safety communications.



### *Leveraging Regional Coordination Efforts*

An important task during the SLIGP performance period will be determining the most effective way to coordinate public safety broadband activities with other states in the region.

### *Collaboration with other Entities*

The State of Arkansas participated in an informal peer review with the State of Ohio.

### Tribal Nations

According to the Department of the Interior; Bureau of Indian Affairs, there are no federally or state recognized tribes in Arkansas. (Federal Register/Volume 77, No. 155, August 10, 2012)

### Rural Coverage

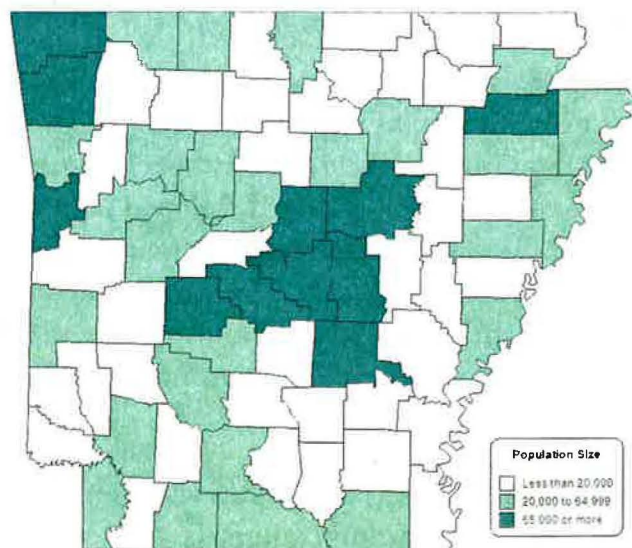
#### *Defining Rural and Urban*

Several definitions of 'rural' exist, but regardless of which definition is used, Arkansas is a very rural state. The State is sensitive to the fact that not everyone shares a common sense of the distinction between rural and urban. It is incumbent upon the State to make that distinction clear by means of careful research and analysis. For purposes of this distinction between rural and urban will be defined at the county level. The state will rely on the Census Bureau definitions to identify the rural and urban counties in Arkansas.

The Census Bureau defines an urban area as cities or counties with a population of 65,000 or more. When using a county-based metropolitan/nonmetropolitan classification such as the Census Bureau definition, 64 of the 75 counties of Arkansas were classified as rural, in the 2010 census. On further analysis, 44 percent of Arkansans lived in a nonmetropolitan county. This compares with only 16 percent of people living in nonmetropolitan counties in the nation.

When considering the proper classification method the state considered the following factors:

**Population density.** Population density has a significant impact on the types of



applications that can be delivered by a robust broadband environment. In areas of denser population there may be a requirement for more law enforcement monitoring and surveillance tools; in the rural areas tools that support the delivery of emergency medical services and fighting wildfires would be in higher demand.

**Population age profile.** Rural areas continue to have older populations than urban areas and higher dependency ratios. The dependency ratio (calculates how many dependent-age people (17 years old and younger or 65 years old and older) there are for every 100 working-age people (ages 18 through 64). In rural areas the dependency ratio was 67.6 per 100 persons compared to 60.3 per 100 for urban areas in 2010. Elderly people, 75 years of age and over, made up 7.5 percent of the rural population and 6.4 percent of the state's total population. These issues present unique challenges for first responders who are tasked with providing emergency medical services.

**Terrain.** Arkansas has six geographic regions: Ozark Mountains, Arkansas Valley, Ouachita Mountains, Gulf Coastal Plain, Delta, and Crowley's Ridge. Each of these regions presents unique challenges for both public safety and broadband deployment.

### *Coverage and Broadband Availability*

In Arkansas areas of higher population in northwest, northeast and central Arkansas have access to broadband through a mix of wireline and fixed wireless. Most of rural Arkansas is limited to only wireline service only, with a significant portion of the rural areas having no service at all.

Preliminary reviews of broadband availability reveals that twenty-one - almost a third - of the state's counties have broadband coverage of less than 50% of the county. The state anticipates that through public safety broadband network planning activities existing coverage and required coverage would be further refined.

### *Ensuring coverage in and participation by rural areas*

Ubiquitous network coverage is the most critical element of success for the National Public Safety Network. The infrastructure to provide the same levels of coverage for rural and urban areas will be the most expensive part of the network to implement and maintain. One of the founding principles for the AWIN system was "No user left behind" and the state will take this same approach to providing public safety broadband.

To ensure that all of the state's public safety entities have adequate coverage the state has already undertaken several activities to lay the groundwork for rural participation. AWIN user information is currently captured in a database that contains contact information for each subscriber on the system. This information includes user name, organization and contact information. Of the 930 entities currently using AWIN, 838 are city or county public safety agencies. This information will be a useful starting point to identify all potential PSBN users and particularly those in rural areas.



Through a technical assistance grant Arkansas was able to complete an LTE coverage analysis based of the site locations for the existing AWIN system. The goal of this analysis was to understand the potential coverage for an LTE network composed of only AWIN sites. This information will assist the state in determining coverage gaps and areas where additional sites will be required.

To ensure that FirstNet has adequate information to develop a network design and deployment plan that addresses the needs of rural Arkansas the following milestones will be accomplished:

**Governance Activities:** Representation from rural counties on decision making bodies.

**Metric:** Rural Leadership Council (RLC) is established and is represented on APSBN Working Group.

**Deliverable:** Membership roster and meeting sign-in sheets.

- Identify participants for the RLC
- Develop charter for RLC and establish regular meeting schedule.

**Governance Activities:** Processes and Procedures.

**Metric:** Eighty-five percent of identified processes and procedures are complete.

**Deliverable:** Process documentation; procedure documentation.

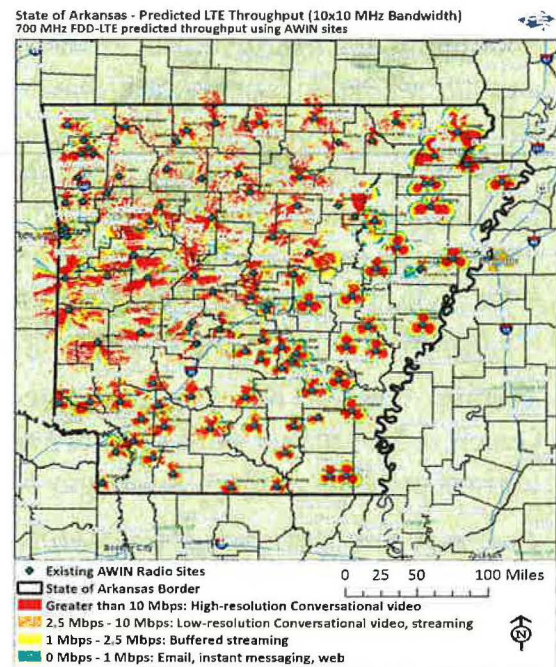
- Work with RLC to identify procedures for coordinating with FirstNet and other processes and procedures that will be needed for planning and implementation of the network.
- Work with RLC to develop and review processes and procedures.

**Outreach Activities:** Education and information gathering.

**Metric:** Planning meetings will be held in 100% of the counties designated as rural in Arkansas.

**Deliverable:** Requirements document and gap analysis.

- Develop baseline contact list by using the AWIN user database to identify public safety entities.



- Coordinate with state agencies and professional organizations to identify contact information for public safety entities that are not reflected in the AWIN database.
- Develop educational materials customized for each county including a map of existing broadband coverage.
- Perform Town Hall meetings to educate on the potential for public safety broadband and gather any additional contact information.

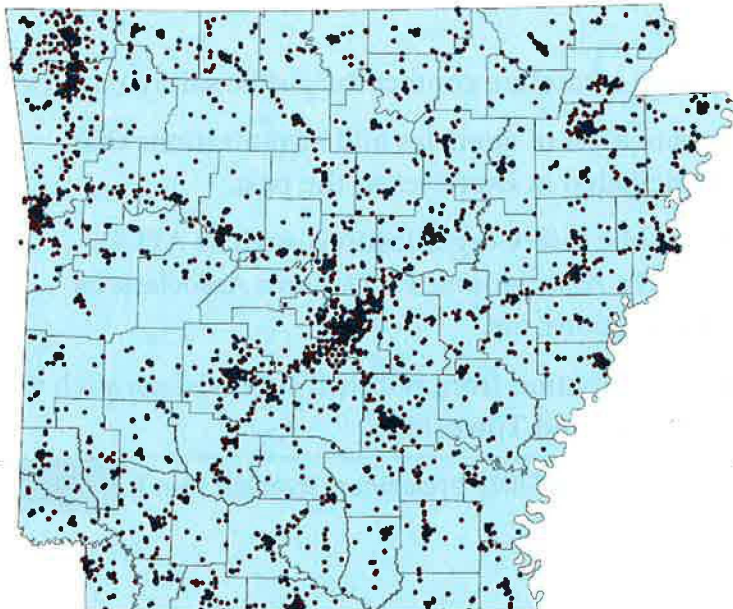
**Planning Activities:** Ensure that every county has the opportunity to participate in the planning process.

**Metric:** Ninety percent of counties approve the implementation plan in writing.

- Perform planning visits. Each county to confirm survey information, broadband coverage and the county's needs Review and confirm existing survey information. A survey was performed in the fall of 2012 of over 300 public safety entities. The survey included questions on the availability of broadband and potential uses of broadband. During visits to rural communities this survey information will be reviewed and updated as necessary.
- Develop comprehensive requirements document
- Develop acceptance testing procedures

### Existing Infrastructure

The Arkansas State Police, Arkansas Highway and Transportation Department, Arkansas Forestry Commission, Arkansas Parks and Tourism, Arkansas Game and Fish Commission and Arkansas Educational Television Network all have communication infrastructure in Arkansas. The Federal Communications Commission (FCC) database is commonly used in Arkansas for source data on tower locations. DIS hosts a database of all the endpoints on the state managed data network. Both databases will be valuable sources for information when planning for the public safety broadband in Arkansas.



The Arkansas Geographic Information Office (AGIO) produces mapping data of communications infrastructure based on information obtained from the Federal Communications Commission (FCC). The red points on the map to the left illustrate all the FCC registered tower locations in the



state – 2,259 total sites. The blue points indicate the 2,050 State Network End Points. This information is updated annually.

## **Existing Government-Owned Networks**

### *Hardening, Security, Reliability, or Resiliency Requirements Identification*

The project team will work directly with the Arkansas State Police, Arkansas Highway and Transportation Department, the State Forestry Commission, Arkansas Parks and Tourism, Arkansas Game and Fish Commission and Arkansas Educational Television Network to understand the condition of their existing infrastructure and to determine the requirements for hardening, security, reliability, or resiliency.

### *Contractual requirements regarding hardening, security, reliability, or resiliency for commercial carriers.*

The Department of Information Systems is the broker for telecommunications services for state government. As such, DIS has long standing relationships with the carriers in the state. DIS will be engages to work with the carriers to understand the contractual and legal requirements for site hardening, security, reliability and resiliency in Arkansas.

## **Network Users**

### *Potential Users Identification.*

The PSBN team will develop a planned approach to identifying users that will include the following:

1. Understanding and defining the different types of users
2. Educating potential users on network functionality
3. Generating user scenarios to help understand how the network maybe used
4. Developing Key Use Cases to further define how the network maybe used.

Key activities will include:

- Review AWIN user database to create a baseline contact for public safety entities
- Review After Action reports to create a list of agencies and organizations that have responded to disasters or participated in exercises in the past.
- Collect contact information from public safety organizations such as APCO, Associations of Police Chiefs, Sherriff's Associations, Fire Chief's Associations, State Emergency Management Associations, etc.
- Collect public safety organization information from political subdivisions such as Counties, Cities, Tribal Councils, Towns, and Townships.

- Collect contact information state agencies that could be potential users such as Departments of Health, Highway and Transportation Agencies etc.
- Collect contact information federal agencies that could be potential users such as Federal Bureau of Investigation, U.S. Marshall's etc.
- Partner with the vendor community to identify their customers that would be potential users.
- Collect contact information for potential secondary users such as utility companies, etc.

### **Education and Outreach**

Education and Outreach, Network User Identification, and Ensuring Rural Participation all go hand in hand. In order to identify potential users, education and outreach activities have to be executed; in order to ensure rural participation, potential users have to be identified. The activities and tasks identified below represent from a high level the approach the state will take for this effort:

#### ***Education and Outreach***

- Develop Educational Material
- Develop Handout Material
- Develop Presentation Material
- Establish APSBN Website
  - Identify Content
  - Coordinate with Service Provider
- Townhall Meetings
  - Coordinate location and schedule
  - Develop and distribute flyer announcing meeting
  - Develop customized meeting packets
- Participate in Association Meetings
  - AEMA Mid-Year Conference
  - Association of County Judges Conference
  - Association of Public Safety Communications Officials
  - Arkansas Crime Information Center Annual Conference
  - Arkansas Interoperable Communications Conference
- Executive Committee "Listening Meetings"
  - Coordinate location and schedule with County
  - Develop and distribute flyer announcing meeting
- County Planning Meetings
  - Coordinate location and schedule with County
  - Develop and distribute flyer announcing meeting



- Develop customized meeting packets
- Confirm Existing Coverage with attendees
- Identify areas of no coverage with attendees
- State and Federal Planning Meetings
  - Coordinate location and schedule with agencies
  - Develop and distribute flyer announcing meeting
  - Identify Requirements
  - Confirm Existing Coverage
  - Identify areas of no coverage

### Memoranda of Agreement (MOA)

The State is not aware of any specific obstacles, laws, and/or legal issues that would impede the state's ability to participate fully in the nationwide public safety broadband network or in SLIGP. When the FirstNet business model is made public the state will review to ensure that there are no conflicts.

### Tools

The state has information stored in the US Department of Homeland Security/Office of Emergency Communications (DHS/OEC) asset tracking tool. The tool - Communication Assets Survey and Mapping (CASM) and plans to use this tool to support the data collection efforts, especially if this becomes the tool of choice for FirstNets data collection activities.

The State uses a variety of tools for collection and storage of data. User information is stored in the AWIN radio management database. The AWIN staff also uses a system performance monitoring tool from Genesis to capture and analyze traffic on the AWIN system. The data in Genesis could potentially be used to understand where the heavy users for public safety broadband would be located, and the potential peak times of use. Baseline asset mapping data will be derived from the FCC database.

### Phase Two Funding

The State anticipates that Phase Two funding uses would be a continuation of the activities in Phase One.

### Other

No consultants, vendors or other entity assisted in the preparation of this application.

## **PROJECT FEASIBILITY**

The State is aware that requirements for participating in a nation-wide project of this magnitude are significant and stands ready to commit the necessary resources to ensure the success of this effort. Over the years the State has developed a strong public safety communications oversight, program management, and operational structure. This structure will be applied to the planning for Arkansas' participation in the nationwide public safety broadband network.

### ***Oversight***

The Executive Committee of the Arkansas Interoperable Communications Committee (AICC) has been in place for eight years and was first formed to have oversight of the implementation of the Arkansas Wireless Information Network (AWIN). AWIN is a statewide, 700/800, digital, trunked radio system that is used by 21,000 first responders in the state of Arkansas. The Executive Committee is responsible for financial oversight, vendor management, and policy and procedure development. The membership of this committee is described in the Supplemental Narrative under Existing Governance Body.

### ***Financial Management***

Financial Management for this effort will be provided by the Arkansas Department of Emergency Management (ADEM). ADEM has extensive experience in grants management. The Deputy Director, the Chief Fiscal Officer, Accounting Branch Manager and the Homeland Security Branch Manager have experience managing Federal grant programs such as the Emergency Management Grant Program (EMPG), Disaster Grants (Public Assistance PA and Hazard Mitigation HM grants), Hazardous Materials Grant (HMEP), National Earthquake Hazard Reduction Program (NEHRP), State Homeland Security Grant Program (SHSGP), Law Enforcement Terrorism Prevention Program (LETPP), Citizen Corps Program (CCP), and Metropolitan Medical Response System (MMRS). This team was also responsible for managing the State's Public Safety Interoperable Communications (PSIC) grant activities.

The Agency has been through multiple Federal and State audits without any significant findings and all files relating to grants cover all documentation required to maintain compliance. ADEM also administers all sub grant awards on all the above related grants to all 77 local jurisdictions and multiple state agencies and monitors each recipient to insure compliance with all grant guidelines. All the Administration staff has numerous years of experience in financial monitoring of multiple grants programs.

### ***Implementation Management***

Oversight for the implementation of the public safety broadband network will be provided by the Department of Information Systems (DIS). DIS is legislative mandated with the powers and duties necessary for implementing and managing the statewide

data network and is responsible for “conceptualizing, designing, developing, building, and maintaining common information technology infrastructure elements used by state agencies and governmental entities.” (Arkansas Code 25-4-105) Over 2,100 governmental sites including sheriff’s offices and police departments are connected to the Internet and to the state data infrastructure by the Arkansas statewide network.

Another vital aspect of DIS’s role is the operations and management of the Arkansas Wireless Information Network (AWIN). The AWIN Operations and Management team consists of seven members, who have a combined 90 years of technical and government experience in public safety radio, information systems and project management.

The AWIN Program Director has responsibility for operations of AWIN, as well as successful delivery of all program initiatives. Also, the AWIN Program Director serves as the Statewide Interoperability Coordinator (SWIC) and as such established the Statewide Interoperable Communications Plan. In this role the Program Director is responsible for ensuring that SCIP initiatives are tracked and completed.

### ***Project Management***

The AWIN Program Manager has oversight of all public safety communications projects that the State undertakes. In this role, the AWIN Program Manager has had direct responsibility for all project related activities for PSIC grant projects.

The AWIN Project Coordinator is responsible for coordinating user requests to place equipment in service, as well as the development of policies and procedures. The Project Coordinator also drives user outreach by coordinating meeting and training events.

### ***Technical Expertise***

The AWIN Team Lead and AWIN technical staff are responsible for the daily operations of the system. The AWIN Team Lead has broad experience with public safety communications systems and the users of those systems.

The Enterprise Network Services staff (also housed at DIS) is responsible for the operations of the Arkansas statewide network. This team has extensive knowledge of telecommunications, vendor management and contracting with telecommunications providers.

The ADEM Information Technology staff provides emergency communications support to emergency managers across the state. This team is well versed in the needs of public safety personnel.

### ***Administrative Support***

The Department of Information Systems provides administrative support in the areas of procurement, contracting, legal, and communications.

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

<p><b>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b></p> <p>Tina Owens</p>	<p><b>* TITLE</b></p> <p>Director</p>
<p><b>* APPLICANT ORGANIZATION</b></p> <p>Arkansas Department of Emergency Management</p>	<p><b>* DATE SUBMITTED</b></p> <p>03/15/2013</p>

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## CERTIFICATION REGARDING LOBBYING

Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, 'New Restrictions on Lobbying.' The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Commerce determines to award the covered transaction, grant, or cooperative agreement.

**LOBBYING**

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

**As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification.**

**\* NAME OF APPLICANT**

Arkansas Department of Emergency Management

**\* AWARD NUMBER**

n/a

**\* PROJECT NAME**

n/a

**Prefix:**

Mr.

**\* First Name:**

David

**Middle Name:****\* Last Name:**

Maxwell

**Suffix:****\* Title:**

Director

**\* SIGNATURE:**

Tina Owens

**\* DATE:**

03/15/2013



# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB

0348-0046

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name <input type="text" value="Arkansas Department of Emergency Management"/> * Street 1 <input type="text" value="Camp Joseph T Robinson"/> Street 2 <input type="text" value="Bldg 9501"/> * City <input type="text" value="North Little Rock"/> State <input type="text" value="AR: Arkansas"/> Zip <input type="text" value="72199"/> Congressional District, if known: <input type="text" value="All"/>		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b>     		
<b>6. * Federal Department/Agency:</b> <input type="text" value="NTIA, DOC"/>		<b>7. * Federal Program Name/Description:</b> <input type="text" value="State and Local Implementation Grant Program"/> CFDA Number, if applicable: <input type="text" value="11.549"/>
<b>8. Federal Action Number, if known:</b> <input type="text"/>		<b>9. Award Amount, if known:</b> \$ <input type="text"/>
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix <input type="text"/> * First Name <input type="text" value="na"/> Middle Name <input type="text"/> * Last Name <input type="text" value="na"/> Suffix <input type="text"/> * Street 1 <input type="text"/> Street 2 <input type="text"/> * City <input type="text"/> State <input type="text"/> Zip <input type="text"/>		
<b>b. Individual Performing Services</b> (including address if different from No. 10a) Prefix <input type="text"/> * First Name <input type="text" value="na"/> Middle Name <input type="text"/> * Last Name <input type="text" value="na"/> Suffix <input type="text"/> * Street 1 <input type="text"/> Street 2 <input type="text"/> * City <input type="text"/> State <input type="text"/> Zip <input type="text"/>		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.  * Signature: <input type="text" value="Tina Owens"/> * Name: Prefix <input type="text" value="Mrs."/> * First Name <input type="text" value="Tina"/> Middle Name <input type="text"/> * Last Name <input type="text" value="Owens"/> Suffix <input type="text"/> Title: <input type="text" value="Deputy Director"/> Telephone No.: <input type="text" value="501-683-7839"/> Date: <input type="text" value="03/15/2013"/>		
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)



STATE OF ARKANSAS  
MIKE BEEBE  
GOVERNOR

March 27, 2013

Stephen Fletcher, Associate Administrator  
Office of Public Safety Communications  
National Telecommunications & Information Administration  
1401 Constitution Avenue, N.W., Room 7324  
Washington, DC 20230

Dear Mr. Fletcher:

As Governor of the State of Arkansas, I hereby designate David Maxwell, Director of the Arkansas Department of Emergency Management, to serve as the point of contact with FirstNet and the National Telecommunications & Information Administration (NTIA) on all matters pertaining to the nationwide public-safety broadband network. Director Maxwell's contact information is as follows:

David Maxwell, Director  
Arkansas Department of Emergency Management  
Building 9501, Camp Joseph T. Robinson  
North Little Rock, AR 72199  
(501) 683-6700  
[psbb@adem.arkansas.gov](mailto:psbb@adem.arkansas.gov)

If any additional information is needed, feel free to make direct contact with David Maxwell at (501) 683-7834. Thank you for your kind attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "MBE", is written over a horizontal line.

Mike Beebe

MB:jb