

**Application for Federal Assistance SF-424**

Version 02

**\* 1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

**\* 2. Type of Application:**

- New
- Continuation
- Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify)**

**\* 3. Date Received:**

03/15/2013

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**\* 5b. Federal Award Identifier:**

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

State of Delaware

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

516000279

**\* c. Organizational DUNS:**

932878648

**d. Address:**

**\* Street1:**

3050 Upper King Rd

**Street2:**

**\* City:**

Dover

**County:**

Kent

**\* State:**

DE: Delaware

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

19904

**e. Organizational Unit:**

**Department Name:**

Safety & Homeland Security

**Division Name:**

Communications

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

**\* First Name:**

Mark

**Middle Name:**

**\* Last Name:**

Grubb

**Suffix:**

**Title:**

Director

**Organizational Affiliation:**

**\* Telephone Number:**

3027394207

**Fax Number:**

3026970355

**\* Email:**

mark.grubb@state.de.us

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

A: 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.):**

All areas in Delaware.

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

Delaware Public Safety Broadband Network Planning

Attach supporting documents as specified in agency instructions.

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**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="724,613.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="181,153.00"/>
* 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="905,766.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

Yes  No

**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)**

\*\* 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.

**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:   \* Date Signed:

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**\* 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.

## **State and Local Implementation Grant Program (SLIGP) Supplemental Application Narrative**

### **1. Existing Governance Body**

a. Describe the organizational structure and membership of the existing Statewide Interoperability Governing Body (SIGB), or its equivalent, that is responsible for public safety communications in the State.

1a. Public Safety Communications for the State of Delaware are governed by Delaware's Statewide Interoperability Executive Council (SIEC) which was formed by Governors Executive Order 104 in November of 2007. The Council is chaired by the Secretary of Safety and Homeland Security. By virtue of their position of responsibility for the daily operation, maintenance and system administration of Delaware's Emergency Radio Communications System, the Department of Safety & Homeland Security, Division of Communications Director is designated as the Statewide Interoperability Coordinator (SWIC). The Director or Director's designee is the Ex-Officio member of the SIEC and serves as the facilitator for all SIEC Meetings.

The SIEC has 3 formal subcommittees Chaired by an SIEC member:

- Technical
- Operations
- Training

The SIEC is comprised of the following 15 members:

- a. The Secretary of the Department of Safety and Homeland Security or his or her designee; this individual serves as SIEC Chairperson.
- b. The Secretary of the Department of Transportation or his or her designee;
- c. The Chief Information Officer of the State of Delaware or his or her designee;
- d. The Secretary of the Department of Health and Social Services or his or her designee;
- e. The Commissioner of the Department of Correction or his or her designee;
- f. The Adjutant General of the Delaware National Guard or his or her designee;
- g. A representative of the New Castle County Government;
- h. A representative of Kent County Government;
- i. A representative of Sussex County Government;
- j. A representative of the City of Wilmington;
- k. A representative of the Delaware League of Local Governments;
- l. A representative of the Delaware Volunteer Firemen's Association;
- m. A representative of the Delaware Police Chiefs' Council;
- n. A representative of the Delaware Public Service Commission;
- o. A representative of the Office of the Governor; and
- p. Other members as recommended by the SIEC and approved by the Governor.

b. Describe the SIGB's authority to make decisions regarding public safety communications and how these decisions are implemented.

1b. The SIEC's authority is derived from Executive Order 104. It reads in part; The purpose of the SIEC shall be to provide policy level direction and promote efficient and effective use of resources for matters related to public safety communications interoperability. To that end it shall:

- a. In coordination with the Statewide Interoperability Coordinator (SWIC) develop a statewide communications interoperability plan(SCIP);
- b. Develop standards for public safety interoperable communications to ensure consistent development of existing and future communications infrastructure;
- c. Promote cooperation among state, federal, and local, public safety agencies, in addressing statewide communications interoperability needs in Delaware;
- d. Review priorities for statewide communications interoperability needs and assist in the development of projects, plans, policies, standards, priorities, and guidelines for communications interoperability;
- e. Ensure adequate wireless spectrum to accommodate all public safety communications; and
- f. Provide recommendations to the Governor and the Delaware General Assembly, when appropriate, concerning issues related to statewide communications interoperability for public safety in Delaware.

c. Describe how the State will leverage its existing SIGB, or its equivalent, to coordinate the implementation of the Public Safety Broadband Network (PSBN) in the State.

1c. As the governing body of all policy level, public safety communication decisions, the Delaware SIEC has been tasked with Implementing Public Safety Broadband in Delaware.

d. How does the State plan to expand its existing SIGB to include representatives with an understanding of wireless broadband and Long Term Evolution (LTE) technology in order to facilitate its consultations with FirstNet?

1d. We are currently searching for the appropriate individual/s with LTE experience in the state to assist in this role. If we are unable to secure a state employee we will seek to identified a contract employee who can fulfill this need and is versed on SOD infrastructure.

e. Does the State currently dedicate sufficient financial resources to adequately support the SIGB? Does the State intend to invest funds received from SLIGP to financially support the SIGB? If so, provide the amount the State expects to request and describe the SIGB functions that these funds will support.

1e. With the relative small size of Delaware, funding required to support SIEC meetings is limited. Delaware does fully support the SIEC as required financially.

The Delaware SLIGP application has scheduled \$3,375 in state match funding for extra meetings of the SIEC to discuss progress and secure decisions regarding the network during the planning phase.

f. What is the plan to educate SIEC members to understand public safety LTE wireless Broadband?

Answer: As the SWIC, I have been educating the SIEC about broadband since we were discussing D Block issues. The SIEC is well aware of every effort as it relates to LTE. In addition, broadband will be a reoccurring agenda item for our monthly meeting.

g. What is the plan for securing additional State funding for support of the SIEC's efforts concerning wireless broadband?

Answer: In the Delaware SCIP, revised on May 7<sup>th</sup> and 8<sup>th</sup> 2013, a broadband sustainment funding initiative was added.

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

a. Are there existing strategic goals and initiatives in your SCIP focused on public safety wireless broadband? If so, what are they?

2a. The existing SCIP initiative is as follows:

*Identify Delaware's needs and capabilities for data and video and develop an implementation plan. Then Develop data and video SOPs when requirements are finalized and technology implemented.*

Delaware, supported by the OEC is scheduled to hold a two-day SCIP workshop on May 7 & 8 of 2013 and the major focus of the new goals and initiatives will be public safety broadband.

Q: When will the wireless broadband update to the SCIP be completed?

A: As stated above in our initial answer, May 7 & 8. The workshop was held on May 7&8 and updates to include wireless broadband are now a part of our SCIP.

b. Describe how the State has engaged local governments and tribal nations, if applicable, in public safety broadband planning activities that have been completed to date.

2b. Delaware does not have federally recognized tribes. Local governments such as the major cities of Dover and Wilmington and all three County governments are well represented on our SIEC. In addition, representatives from the aforementioned are all members of one or more of the SIEC subcommittees. Broadband for public safety is a reoccurring agenda item at all SIEC meetings.

c. Does the State intend to use SLIGP funding to support efforts to update the SCIP by adding public safety wireless broadband strategic goals and initiatives? If so, provide the amount the State expects to request and describe the activities that these funds will support.

2c. As mentioned in answer 2a. Delaware is planning to update our SCIP in May of 2013 to include significant information and strategies regarding public safety wireless broadband. The state does not intend to utilize SLIGP funding for this event.

## **3. State-level Involvement**

a. What is the status of the Statewide Interoperability Coordinator (SWIC) for your State? Does this person work full-time in the SWIC capacity? How will this person be involved with SLIGP?

3a. By virtue of their position of responsibility for the daily operation, maintenance and system administration of Delaware's Emergency Radio Communications System, the Department of Safety & Homeland Security, Division of Communications Director is designated as the Statewide Interoperability Coordinator (SWIC). The Delaware SWIC currently serves as the

Chairman of the National Council of Statewide Interoperability Coordinators Executive Committee. The SWIC in Delaware is the lead person on the SLIGP effort.

b. How will the State's Chief Information Officer/Chief Technology Officer be involved with SLIGP and with activities related to the implementation of the nationwide public safety broadband network?

3b. In Delaware, the Division of Communications within the Department of Safety and Homeland Security has been tasked with taking the lead role in the development and implementation of the public safety broadband network. The CIO's designee serves on the SIEC and is Chairman of the SIEC Technical Subcommittee. The Technical Subcommittee of the SIEC has been tasked with partnering with The Division of Communications to complete the development and implementation of this network.

c. What other State-level organizations or agencies will be involved with SLIGP?

3c. Delaware Division of Communications, Delaware Department of Safety and Homeland Security including: Delaware State Police, Delaware's Homeland Security Advisor and The Department of Technology and Information.

d. What are the specific staffing resources the State requires to effectively implement the consultation process with the First Responder Network Authority (FirstNet) and perform the requirements of SLIGP? If the application requests funding for additional staffing, provide the amount the State expects to request and describe the positions these funds will support.

3d.

1. Deputy SWIC - \$60k per yr. Total \$120,000

2. Grant / SCIP & Financial Analyst – 1 person - \$60k per yr. Total \$180,000

3. Administration Support - \$40k per yr. Total \$120,000

4. Broadband Subject Matter Expert – Part Time - \$75K Total over years 2 & 3 (25% time 2years)

e. How is the State engaging private industry and secondary users (e.g., utilities)?

3d. Through its participation in the Mid-Atlantic Consortium for Interoperable Nationwide Advanced Communications (MACINAC) Initiative (see response to Question 5), the State has engaged potential private users of the network, particularly electric utilities, in discussions regarding their interest in and potential support for the network in the mid-Atlantic region. As a regional approach, MACINAC is well-situated to work with regional utilities, of which the mid-Atlantic has quite a few. Thus far, MACINAC has focused its efforts on the major electric utility associations; it has presented a webinar to the CIOs committee of the Edison Electric Institute and held an in-person working session with regional utilities through the Utilities Telecommunications Council. It has also met with the National Rural Electric Cooperative Association and the American Public Power Association. MACINAC is now in the process of following up on those events by reaching out to specific interested utilities to discuss with more specificity the technical, operational and business relationship each of those utilities would like to enjoy in connection with the future nationwide network. The State, in its role as a MACINAC member, expects these discussions to yield tentative, documented terms that can serve as a starting point for active negotiations between the utilities and the network operator.

#### **4. Coordination with Local Government Jurisdictions**

a. Describe the local government jurisdictional structure (e.g., municipalities, cities, counties, townships, parishes) located within the boundaries of the State, Commonwealth, Territory, or District applying for a grant. How many of these local jurisdictions exist within the State's boundaries?

4a. Delaware has a population of 912,092 as of July 2012. It is politically sub-divided into three counties: New Castle, Kent, and Sussex. Delaware is bordered by Maryland, New Jersey, and Pennsylvania. There are no Federally-recognized tribal nations in the State. Within the 3 Counties Delaware have 11 Cities, 43 Towns, 3 Villages and 29 Unincorporated Places.

b. Describe how your State will involve these local jurisdictions to ensure there is adequate representation of their interests in the FirstNet consultation and in the planning and governance for SLIGP.

4b. The Delaware SIEC includes representation from most of these jurisdictions. In addition, just completing statewide rebanding we have developed an outreach template that we will leverage to ensure complete local involvement.

c. Describe past methods the State has used to successfully coordinate state-wide projects or activities with local government jurisdictions.

4c. Delaware has just completed rebanding first touch successfully. During this project managed by The Division of Communications with leadership from the SIEC, we have successfully worked with over public safety 236 agencies and all first responders in the state. This will be the vast majority of users that will utilize the NPSBN.

d. What have been some of the State's primary challenges when engaging with local jurisdictions? What are some of the strategies that the State will employ to overcome these challenges during implementation of SLIGP?

4d. Given the small size of Delaware and the cooperative attitude that we have fostered over many years, the challenges to engage locals have been extremely minimal.

e. Who are the local representatives on the SIEC by name?

Answer:

Bill Streets - New Castle County Government;  
Kevin Sipple - Kent County Government;  
Joe Thomas - Sussex County Government;  
Mike Witkowski - City of Wilmington;  
Mayor Carleton Carey (Dover Mayor) Delaware League of Local Governments;  
Warren Jones - Delaware Volunteer Firemen's Association;  
Bill Carrow - Delaware Police Chiefs' Council;

f. Generally, what has been their attendance and involvement in SIEC Meetings and activities?

Answer: Their attendance, as is common with all SIEC Members is fantastic. We have a very active and robust SIEC.

#### **5. Regional Coordination**

a. Does your State have intrastate regional committees that are involved with public safety communications? If so, please describe their organizational structure and membership and how they provide input to the SIGB.

5a. It appears that this question is more large state focused, and doesn't consider that a small state like Delaware doesn't have the need for regionalization within the state. In order to organize and communicate statewide we are able to effectively utilize our SIEC committee, the technical, and operations subcommittees, 9-11 board, Homeland Security Advisory Council, and the Delaware Terrorism Prevention Working Group.

b. Describe any interstate regional bodies in which your State participates that are involved with public safety communications in the State.

5b. Delaware is a member of the Mid-Atlantic Consortium for Interoperable Nationwide Advanced Communications (MACINAC), an initiative to implement a multi-state, regional approach to deployment and operation of the mid-Atlantic portion of the nationwide public safety broadband network (NPSBN). Beginning a year before passage of the Act that created FirstNet, the District of Columbia, the states of Delaware, Maryland, and West Virginia, and the commonwealths of Pennsylvania and Virginia formed MACINAC to help them take concerted action and thereby improve interoperability and realize cost efficiencies.

Thus far, MACINAC has drafted a charter to memorialize the agreement of its member states to work in a concerted, regional approach. It has held stakeholder meetings throughout the region to provide policy and technical education and develop user requirements, and it responded to requests for comment from both NTIA and FirstNet. It has also begun identifying government-owned assets in the states, identified and documented a cooperative procurement process that would allow all states to purchase from a single contract vehicle, and engaged critical infrastructure industries in discussions regarding their potential inclusion in a sustainable business model for the portion of the NPSBN within the MACINAC region. In addition, MACINAC has prepared (but not yet issued) a Request for Information to gain for FirstNet and the MACINAC states important information related to the planning, design, and non-LTE aspects of network deployment in the region.

c. How does the State plan to engage and leverage these existing regional coordination efforts in the nationwide public safety broadband network planning?

5c. Delaware plans to continue to participate in MACINAC and work with the other states in the region to realize the benefits of the regional approach. Though we are not certain at this point where our coordinated efforts will focus (each decision of the group requires consensus), we do expect our efforts to be helpful to the FirstNet consultation process. By providing a mechanism for the states to coordinate their activities and adopt concerted approaches to common tasks, MACINAC will not only ease the consultation process for FirstNet, but it will also help FirstNet execute on a region-wide basis some of the most challenging aspects of network deployment, such as site acquisition and improvement, and backhaul design and deployment. Importantly, MACINAC also will help educate and engage public safety stakeholders throughout the region, thereby creating critical support and buy-in for the NPSBN.

d. Please identify, if applicable, any other state, territory, or regional entity with which the State collaborated or coordinated in the development and preparation of this application and describe the nature of that collaboration or coordination.

5d. Delaware collaborated and coordinated with the other five states that are members of MACINAC in the development and preparation of some parts of this application, including aspects of the response to this Question 5. Specifically, we shared language for all states to consider including in

this response, and we also shared our plans for budget line items to help ensure that each state retained sufficient flexibility to support within SLIGP the cooperative work of the MACINAC states.

e. Will any SLIGP funding flow to MACINAC initiative? If so, for what activities?

Answer: The MACINAC Initiative is an agreement among member states to work together in the planning, deploying, and sustaining of the nationwide public safety broadband network in the mid-Atlantic region. It serves as a mechanism to accomplish tasks that are more effectively and efficiently handled in a shared, multi-state manner, whether those tasks are technical, governance-related, educational, or policy-related. Thus, any SLIGP funding that might be used for such tasks will be for the accomplishment of tasks the State would otherwise undertake itself, only in a shared, more efficient fashion.

For example, the MACINAC Initiative was used early on by the member states to develop an educational presentation for all of the states to use in outreach to executives and stakeholders. As a result, each state was saved from having to incur the full cost in time and money for the creation of this document. As SLIGP tasks arise, the member states will determine whether the task would be better and more efficiently handled in a shared fashion through the MACINAC mechanism. Such tasks will be among those already contemplated in the State's SLIGP proposal; the only difference will be that rather than accomplishing the task on its own, the State will accomplish it in concert with the other states in the region, sharing both the cost and the accomplishment. Because sharing resources among states typically is accomplished through subgrants, the State has revised its budget to specify an amount for subgrants under the "Other" cost category. However, because the MACINAC states will determine in the future both the specific tasks to share as well as the costs of such tasks, the amount reflected in the budget for subgrants is solely a budgetary allocation that may require amendment as the MACINAC states proceed to engage with FirstNet and undertake various SLIGP tasks.

The MACINAC member states are currently considering the extent to which they will coordinate and consolidate their FirstNet consultation efforts. The extent of such coordination may well vary by issue and evolve over time. The states may agree upon common information and requirements to share with FirstNet; they may also decide to consult more broadly with FirstNet as a region. As the Act specifies: FirstNet must consult with "regional, State, tribal, and local jurisdictions regarding the distribution and expenditure of any amounts required to carry out policies ... including with regard to the ... coverage area of the network whether at the regional, State, tribal, or local level." Sec. 6206(c)(2)(A)(iii). It is the hope and desire of the MACINAC member states to simplify and facilitate the state consultation process for FirstNet; they are currently working among themselves and will soon be working with FirstNet to determine the best way to accomplish that goal.

As the Act states, the SLIGP is "a grant program to make grants to States to assist State, regional, tribal and local jurisdictions to identify, plan and implement the most efficient and effective way for such jurisdictions to utilize and integrate the [nationwide network] to satisfy the wireless and communications needs of that jurisdiction." Sec. 6302(a). The regional coordination and sharing mechanism that is the MACINAC Initiative not only helps the State determine the "most efficient and effective way" to use the nationwide network to meet its communications needs, but it also in many cases provides the "most efficient and effective" approach to doing the work necessary to make that determination.

f. How do various intrastate organizations coordinate and how will they coordinate on wireless broadband?

Answer: In Delaware all public safety related communications is coordinated through the SIEC representation. Wireless broadband will also be coordinated through the SIEC.

## 6. Tribal Nations

a. How many federally recognized tribes are located within the State boundaries? (If the answer is zero, please skip to question #7.) Information on federally recognized tribes may be located at the Department of Interior, Bureau of Indian Affairs website:

<http://www.bia.gov/WhoWeAre/BIA/OIS/TribalGovernmentServices/TribalDirectory/index.htm>

6a. Delaware has no federally recognized tribes

b. Describe how the State will involve the tribal nations to ensure there is adequate representation of their interests in the FirstNet consultation and in the planning/governance for the grant program. Does the State have a process for consulting with the tribes located within State boundaries? If so, please provide a description of that process.

6b. Delaware has no federally recognized tribes

c. Describe past methods the State has used to successfully coordinate with tribal nations.

6c. Delaware has no federally recognized tribes

d. Are there tribal representatives who regularly attend your SIGB meetings? If so, please identify the tribes represented.

6d. Delaware has no federally recognized tribes

e. What have been some of the State's primary challenges when engaging with tribal nations? What are some of the strategies that the State will employ to overcome these challenges during implementation of SLIGP?

6e. Delaware has no federally recognized tribes

## 7. Rural Coverage

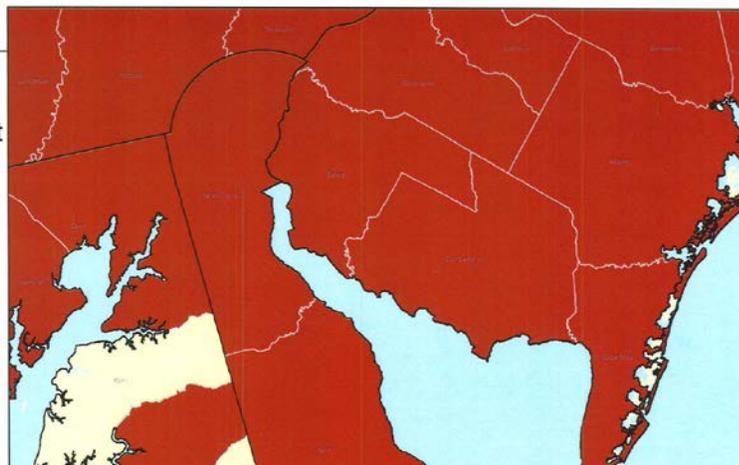
a. Please classify your local jurisdictions into rural and non-rural areas and identify the criteria used in making these rural and non-rural determinations.

7a. According to the USDA below are two depictions that outline Delaware's rural areas. Both slides depict that the lower County, Sussex County is considered rural. It is widely believed that the Northern two counties, New Castle and Kent are viewed as more urban and Sussex is viewed as rural.

### Delaware

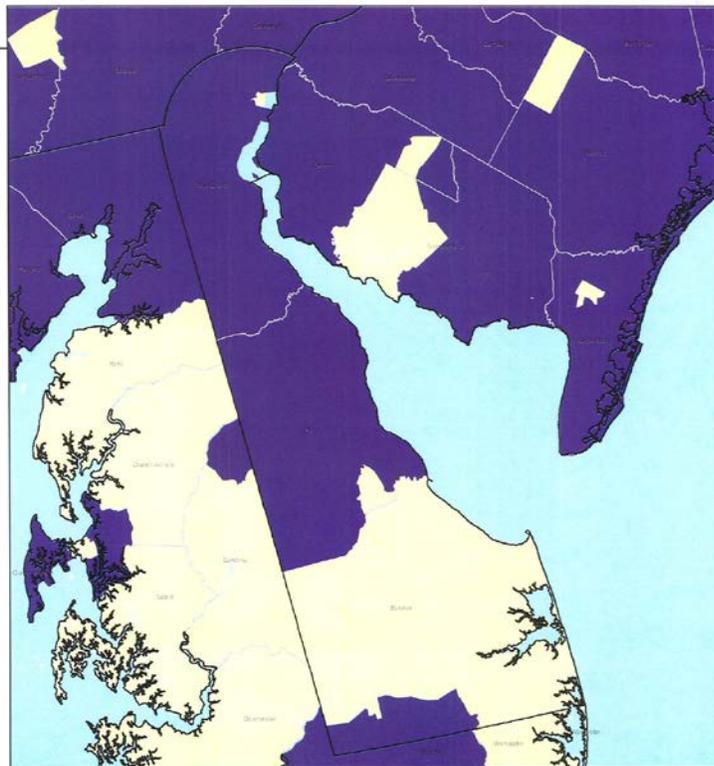
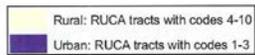
Rural definition based on Office of Management and Budget (OMB) metro counties

Rural: Nonmetro county  
Urban: OMB metro county



## Delaware

Rural definition based on Economic Research Service Rural-Urban Commuting Areas (RUCA)



For more information on definitions, see documentation

b. Plc in the rural areas of the State as defined in response to 7.a.

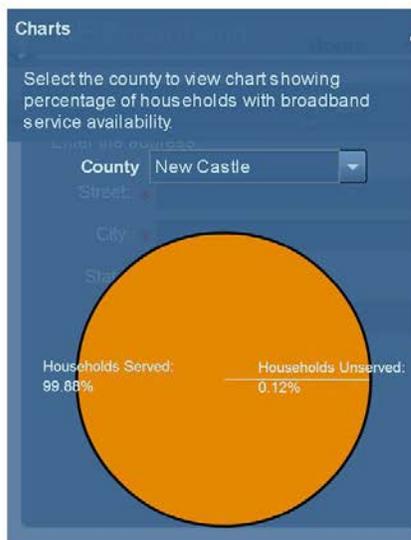
7b. As depicted in the illustration below Delaware's Rural area enjoys over 99% broadband coverage as reported on [www.broadband.delaware.gov](http://www.broadband.delaware.gov)

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# Broadband Service Availability By County

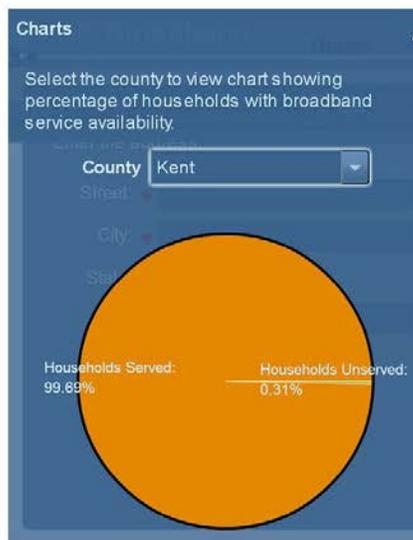
[www.broadband.delaware.gov](http://www.broadband.delaware.gov)

## New Castle



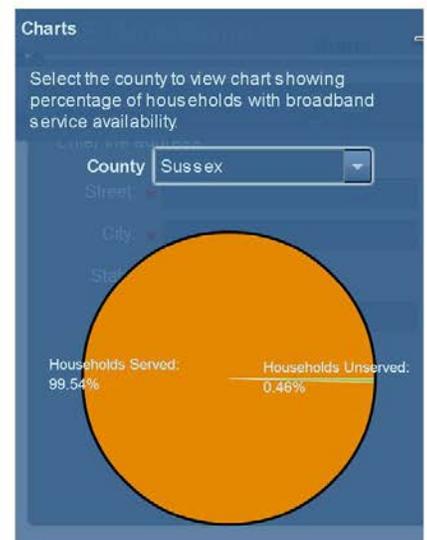
## Urban / Metro

## Kent



## Urban / Metro

## Sussex



## Rural

c. Please describe how the State plans to prioritize the grant activities to ensure coverage in, and participation by, rural areas. Please include specific plans, milestones, and metrics to demonstrate how you will achieve these requirements.

7c. The State intends to include all areas of the state, including rural areas, in governance, education and outreach activities as well as the data collection activities contemplated in Phase Two. The State intends to impose no distinction between urban and rural in the SLIGP process--Delaware is a small state and should be more than capable of addressing all jurisdictions within its geography.

d. What is the plan to prioritize wireless broadband in the rural areas?

Answer: As described in detail above, rural areas in Delaware currently enjoy significant wireless broadband coverage, in fact coverage as indicated in the figure above indicate coverage at over 98%. In addition, as we consistently do, we will ensure that rural Delaware will be involved in SLIGP activities. This will be accomplished through SIEC representation and through one on one meetings with each rural public safety agency during outreach and data collection activities.

## **8. Existing Infrastructure**

a. What, if any, databases exist that collect data on government-owned wireless and/or communications infrastructure for the state, local, and/or tribal governments?

8a. The Delaware Division of Communications maintains a usage data base for our statewide 800MHz LMR system. This system is used by all Public Safety Agencies in Delaware on the State and Local level.

b. If these databases exist, what is the process for updating them and how often do these updates occur?

8b. The Delaware Division of Communications manages and maintains the data base on an on-going basis. Delaware is still working through rebanding so the data bases have been update almost monthly.

## **9. Existing Government-Owned Networks**

a. Describe how you plan to identify any hardening, security, reliability, or resiliency requirements that are currently required for existing government-owned networks within the State, including those networks at the local and tribal governments.

9a. Delaware is a small state and we in the Division of Communications is fully aware of the hardening networks require. Where we feel we need additional information about other state networks we intend to contact them.

b. Describe how you plan to identify any existing contractual requirements regarding hardening, security, reliability, or resiliency for commercial carriers providing wireless data services within the State, including those at the local and tribal governments.

9b. Because we are a small state, I am fairly certain there are no such requirements for commercial services.

## **10. Network Users**

a. Describe how you plan to identify the potential users of the nationwide public safety broadband network within the State, including at the local and tribal governments.

10a. Delaware will utilize the extensive user data base that was compiled during our current rebanding effort. Since Delaware's LMR system is utilized by all State and Local public safety entities this will fully encompass all of the public safety users that would make use of the nationwide public safety broadband network. Via the MACINAC initiative (see Q5) the state is reaching out to all potential utility users.

## **11. Education and Outreach**

a. Describe how you plan to educate and train multi-discipline, public safety and other government users of the nationwide public safety broadband network at your State, local, and tribal levels.

11a. Delaware will utilize the SIEC's training and exercise subcommittee reporting back to the SIEC Executive Committee. We anticipate utilizing the planning funding and the Deputy SWIC position requested through this grant to build a broadband curriculum an education schedule for all potential broadband users.

b. Please provide a detailed plan for education and outreach.

Answer: It is our understanding that the SLIGP grant is a planning grant designed to fund states to develop detailed outreach plans. We intend to utilize SLIGP funds to design an education and outreach plan. In addition, the SIEC members will be tasked through the recently completed SCIP to assist in this planning effort. There are several key initiatives that speak directly to broadband education and outreach.

## **12. Memorandum of Agreements**

a. Describe any specific obstacles, laws, and/or legal issues that will likely impede your ability to participate fully in the nationwide public safety broadband network or in SLIGP.

12a. As of today, Delaware does not anticipate nor are we aware of any specific obstacle that would impede our ability to participate fully in the Nationwide Public Safety Broadband Network or SLIGP.

## **13. Tools**

a. What are some of the software tools that the State has used and could apply to the planning and data collection activities associated with this program?

13a. Delaware utilizes excel for data collection and plans to continue this process.

b. Is the State aware of additional tools that could be useful for implementing allowable grant activities?

13b. Delaware is not aware of additional software tools that would be useful for implementing grant activities.

## **14. Phase Two Funding**

a. Describe the activities that you expect to undertake with the Phase 2 funding when it is made available to the State, Territory, or District.

14a. Delaware intends to complete a Broadband Needs Assessment, including data collection, coverage requirements and operational requirements gathering.

## **15. Other**

a. Please list any consultants, vendors, or other entity that assisted in the preparation of this application.

15a. The All Hazards Consortium helped ensure a regionally coordinated response across the Mid-Atlantic States.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0660-0038, expiring 7/31/2013. Public reporting burden for this collection of information is estimated to average 10 hours 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 Michael E. Dame, Director, State and Local Implementation Grant Program, Office of Public Safety Communications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.

## Delaware SLIGP Project Feasibility Statement

The Delaware Public Safety Broadband effort is headed by the state's SWIC, Mark Grubb, who also serves as the Director of the Division of Communications within the Delaware Safety and Homeland Security. The Division, using in-house technical experts employed by the state, maintains and operates Delaware's two statewide public safety LMR systems, which are utilized by all first responders in the state. The Division is currently managing a statewide rebanding effort, which requires touching over 13,000 pieces of user equipment twice, as well as changes to infrastructure at all tower facilities. With significant project management resources and extensive experience in coordinating, planning, deploying and operating statewide radio systems, the Division of Communications is well positioned to carry out the requirements of SLIGP in preparation for the FirstNet network.

In January 2013, Governor Markell appointed Director Grubb to serve on the state's E911 Emergency Services System Board. Director Grubb is the *ex-officio* member of the Statewide Interoperability Executive Committee (SIEC) and serves as the facilitator for all SIEC meetings and subcommittee meetings. The SIEC is comprised of 15 members from all public safety disciplines at the state and local levels and is the lead governing body in the state for public safety communications, including the public safety broadband effort. The Technology subcommittee of the SIEC is chaired by Jim Cole, who works for the Delaware Department of Technology and Information and reports to the state's CIO, Secretary Jim Sills. Taking a lead role in this project, the Department of Safety and Homeland Security, Division of Communications, has already partnered with all the key agencies and local experts to ensure that all requirements to build this important network are managed efficiently and effectively, bringing to bear all necessary individuals for successful completion.

### **Project Staffing Plan**

**Lead** – Mark Grubb, Director of the Division of Communications, SWIC, SIEC Facilitator, E911 Board Member

**Technical Expertise** – Jim Cole, Delaware Department of Technology, office of the CIO

**Deputy SWIC** – This position is requested in the SLIGP and will be utilized to coordinate broadband interoperability in the state. The position will require expertise in broadband wireless technologies.

**Grant Administrator / SCIP Analyst / Financial Analyst** – This position is requested in the SLIGP and is envisioned as a combined role for one individual to ensure all aspects of this project remain on track and financial sound.

**Broadband Subject Matter Expert** – This position is requested in the SLIGP as a part time position and will be the technical engineering expert on the project.

**Support Admin** – This position is requested in the SLIGP and will serve as the administrative support for every member of the team. This person, in addition to supporting several team members, will be responsible for tracking and managing all activity and time elements of the project as well as maintaining meeting minutes for all associated meetings.

**SIEC** – The project team will report all activity and progress to the Statewide Interoperability Executive Council. In addition, individual members of this board will assist with education and outreach to all of their member departments and agencies.

Delaware is well positioned and—with support from SLIGP—will be well staffed both to manage this effort and take a lead role in its success.

**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. SLIGP	11.549	\$ 724,613.00	\$ 181,153.00	\$	\$	\$ 905,766.00
2.						
3.						
4.						
5. <b>Totals</b>		\$ 724,613.00	\$ 181,153.00	\$	\$	\$ 905,766.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) SLIGP	(2)	(3)	(4)	
<b>a. Personnel</b>	\$ 119,649.00	\$	\$	\$	\$ 119,649.00
<b>b. Fringe Benefits</b>	33,502.00				33,502.00
<b>c. Travel</b>	76,640.00				76,640.00
<b>d. Equipment</b>	0.00				
<b>e. Supplies</b>	5,830.00				5,830.00
<b>f. Contractual</b>	652,620.00				652,620.00
<b>g. Construction</b>	0.00				
<b>h. Other</b>	17,525.00				17,525.00
<b>i. Total Direct Charges (sum of 6a-6h)</b>	905,766.00				\$ 905,766.00
<b>j. Indirect Charges</b>	0.00				\$
<b>k. TOTALS (sum of 6i and 6j)</b>	\$ 905,766.00	\$	\$	\$	\$ 905,766.00
<b>7. Program Income</b>	\$ 0.00	\$	\$	\$	\$

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**SECTION C - NON-FEDERAL RESOURCES**

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8. SLIGP	\$	\$ 181,153.00	\$	\$ 181,153.00
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$	\$ 181,153.00	\$	\$ 181,153.00

**SECTION D - FORECASTED CASH NEEDS**

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
14. Non-Federal	\$	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
15. TOTAL (sum of lines 13 and 14)	\$	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**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. SLIGP year 2	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
17. SLIGP year 3	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

**SECTION F - OTHER BUDGET INFORMATION**

21. Direct Charges:		22. Indirect Charges:	
23. Remarks:			



**Delaware Budget Narrative**

**Personnel**

<b>Federal:</b>	<b>\$0</b>
<b>Non-Federal:</b>	<b>\$119,649</b>
<b>Total:</b>	<b>\$119,649</b>

See the Detailed Budget Spreadsheet for calculations

- SWIC (Non-Federal / Match In-Kind): The SWIC will provide oversight for the SLIGP grant, ensuring that all activities are completed on time and within budget. The SWIC will be the primary point of contact for consultation with FirstNet, and will work to expand the State’s governance structure. The budgeted costs (30% time) are only for the duties associated with public safety broadband and the SLIGP grant, not the additional land mobile radio and general interoperable communication duties of the SWIC. The source of this match is the State’s general fund and is not from another Federal source
- Div. of Communications, Deputy Director (Non-Federal / Match In-Kind): The Delaware Division of Communications is tasked with ensuring mission critical communications are functioning, maintained and ready at all times. This will include the NPSBN. It is critical that this individual be involved in the planning of this new network. The budgeted costs (30% time) are only for the duties associated with public safety broadband and the SLIGP grant, not the additional land mobile radio and general interoperable communication. The source of this match is the State’s general fund and is not from another Federal source
- Outreach Coordinator (Non-Federal / Match In-Kind): This person will organize meetings with local jurisdictions, and communicate information about grant activities to key stakeholders. This position will spend 200 hours each year of his time on SLIGP grant outreach activities. The source of this match is the State’s general fund and is not from another Federal source.
- Pre-award Costs – SLIGP Grant Application Preparation. Delaware’s SWIC completed the grant application. 93 total hours at \$44 per hour. Members of Delaware’s SIEC were consulted during the preparation.

**Fringe**

<b>Federal:</b>	<b>\$0</b>
<b>Non-Federal:</b>	<b>\$33,502</b>
<b>Total:</b>	<b>\$33,502</b>

See the Detailed Budget Spreadsheet for calculations

- (Non-Federal / Match In-Kind): Benefits include FICA, unemployment, and retirement. This position spends 30% of the time on SLIGP, so 30% of the fringe benefits have been allocated to this grant. All of this expense will be provided as an in-kind match from the State’s general fund, and is not from another Federal source.



- Div. of Communications, Deputy Director (Non-Federal / Match In-Kind): Benefits include FICA, unemployment, and retirement. This position spends 10% of his time on SLIGP, so 10% fringe benefits have been allocated to this grant. All of this expense will be provided as an in-kind match from the State’s general fund, and is not from another Federal source.
- Outreach Coordinator (Non-Federal / Match In-Kind): Benefits include FICA, unemployment, and retirement. This position will spend 200 hours annually of his time on SLIGP outreach, Fringe benefits have been allocated to this grant in direct proportion of the salary dollars. All of this expense will be provided as an in-kind match from the State’s general fund, and is not from another Federal source.
- Pre-award Costs – SLIGP Grant Application Preparation. Delaware’s SWIC completed the grant application. Fringe is calculated at 28% of hourly costs which were calculated at 93 total hours at \$44 per hour.

**Travel**

<b>Federal:</b>	<b>\$75,200</b>
<b>Non-Federal:</b>	<b>\$ 1,440</b>
<b>Total:</b>	<b>\$76,640</b>

See the Detailed Budget Spreadsheet for calculations

- Mileage for Working Group Meetings (Federal): Staff members will drive to various locations across the state to participate in meetings with local and tribal jurisdictions to raise awareness of the PSBN, discuss local and tribal needs, and identify potential network users.
- Travel for Regional and National Meetings with FirstNet (Federal): Staff will attend national and regional conferences to meet with FirstNet and share information and collaborate with other grant recipients. Travel costs include airfare, hotel, and per diem.

**Equipment**

<b>Federal:</b>	<b>\$0</b>
<b>Non-Federal:</b>	<b>\$0</b>
<b>Total:</b>	<b>\$0</b>

We do not plan to have any equipment costs for this grant program.

**Supplies**

<b>Federal:</b>	<b>\$1,030</b>
<b>Non-Federal:</b>	<b>\$4,800</b>
<b>Total:</b>	<b>\$5,830</b>

See the Detailed Budget Spreadsheet for calculations



- Printer (Federal): A printer will be purchased for the Grant Manager, Broadband SME and Support Admin. to support their grant-related activities.
- Office Supplies (Non-Federal / Match In-Kind): This includes paper, folders, pens, and other general office supplies which will be used by the Grant Manager and Outreach Coordinator for grant-related activities. This item will be provided as a cash match contribution from the State’s general fund and is not from another Federal source.
- Laptops (Non-Federal): The State will purchase new laptops for the Grant Manager, Broadband SME and the Support Admin. for use while on travel and for conducting other grant-related work. This item will be provided as an in-kind match contribution from the State’s general fund and is not from another Federal source.

**Contractual**

<b>Federal:</b>	<b>\$639,660</b>
<b>Non-Federal:</b>	<b>\$12,960</b>
<b>Total:</b>	<b>\$652,620</b>

See the Detailed Budget Spreadsheet for calculations

- Legal Services (Federal): The state will contract with a telecommunications legal firm to provide assistance with contracts, MOU’s, MOA’s and legal guidance as required.
- Grants Manager (Federal): This person will be a contracted individual and will provide grant management support, including completing progress reports, managing the project’s budget, and ensuring grant activities are completed on time. She will spend 100% of her time on SLIGP grant activities.
- Broadband Subject Matter Expert (Federal): This will be a contracted position and will provide Delaware with the Network Knowledge necessary to plan and build out the NPSBN in our state.
- Support Admin – This individual will be a contract person and will support all of the other members of Delaware’s NPSBN team.
- Phase II Activities (Federal):  
During Phase 2, the State will contract with a consulting firm to gather information about existing infrastructure, potential users, and other information as requested by FirstNet/NTIA.
- Website Development and Maintenance (Federal and Non-Federal Match In Kind): The State will contract with a website development firm to create and maintain a website for the purpose of public awareness and education and outreach on the PSBN. The site would also be used by team, work group, and committee members for reviews and status updates.
- Regional Outreach (Federal): Delaware intends to complete our regional outreach through MACINAC. The MACINAC Initiative is an agreement among member states to



work together in the planning, deploying, and sustaining of the nationwide public safety broadband network in the mid-Atlantic region. It serves as a mechanism to accomplish tasks that are more effectively and efficiently handled in a shared, multi-state manner, whether those tasks are technical, governance-related, educational, or policy-related. Thus, any SLIGP funding that might be used for such tasks will be for the accomplishment of tasks the State would otherwise undertake itself, only in a shared, more efficient fashion.

For example, the MACINAC Initiative was used early on by the member states to develop an educational presentation for all of the states to use in outreach to executives and stakeholders. As a result, each state was saved from having to incur the full cost in time and money for the creation of this document. As SLIGP tasks arise, the member states will determine whether the task would be better and more efficiently handled in a shared fashion through the MACINAC mechanism. Such tasks will be among those already contemplated in the State’s SLIGP proposal; the only difference will be that rather than accomplishing the task on its own, the State will accomplish it in concert with the other states in the region, sharing both the cost and the accomplishment. Because sharing resources among states typically is accomplished through sub grants, the State has revised its budget to specify an amount for sub grants under the “Other” cost category.

These funds are to be utilized to pay Delaware’s share of regional outreach and coordination cost to consultants for Phase II activities. A blended rate of \$150 p/hr was used for 300 hours per year for performance years 2 and 3.

**Construction**

<b>Federal:</b>	<b>\$0</b>
<b>Non-Federal:</b>	<b>\$0</b>
<b>Total:</b>	<b>\$0</b>

We do not plan to have any construction costs for this grant program.

**Other**

<b>Federal:</b>	<b>\$8,723</b>
<b>Non-Federal:</b>	<b>\$8,802</b>
<b>Total:</b>	<b>\$17,525</b>

See the Detailed Budget Spreadsheet for calculations

- Wireless Connection for Laptops (Federal): The three laptops purchased for the Grants Manager, Broadband SME & Support Admin will have wireless connections to facilitate work while at meetings and on travel.
- Printing (Federal): As part of the State’s education and outreach activities, we plan to produce five fliers that provide information on the PSBN and how it can be used by



**State and Local Implementation Grant Program  
Delaware Budget**

various public safety entities. We plan to print copies and distribute them at meetings with local and tribal jurisdictions.

- Meeting Attendance Time (Federal & Non-Federal): We will hold SLIGP governance body meetings (ten times per year) for the award period. These meetings are attended by representatives of local jurisdictions. The local jurisdictions will donate the time their staff spends to participate in these meetings as an in-kind match.

The value of the representatives' time is based on an average hourly rate. The State has discussed this time donation with each jurisdiction and will obtain letters of support from each jurisdiction indicating their pledge to provide this time donation and their understanding of documentation the State will maintain to support the time donations (e.g., salary information for the representatives). The State will establish appropriate procedures to track these time donations in the State's accounting system.

The value of this budget item was divided as to appropriately account for federal and non-federal expenses.

**Indirect**

<i>Federal:</i>	<i>\$0</i>
<i>Non-Federal:</i>	<i>\$0</i>
<i>Total:</i>	<i>\$0</i>

- Indirects Delaware has no indirect Budget Expense.

**TOTALS**

<i>Federal:</i>	<i>\$724,613</i>
<i>Non-Federal:</i>	<i>\$181,153</i>
<i>Total:</i>	<i>\$905,766</i>

## Delaware Detailed Budget Spreadsheet

Category	Detailed Description of Budget (for full grant period)			Breakdown of Costs		
a. Personnel	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	
SWIC The SWIC will spend 30% of the time on SLIGP grant activities for 3 years. The SWIC's annual salary is \$85,062 $\$85,062 \times 30\% = \$25,519$	3 years	\$25,519	\$76,557		<b>\$76,557</b>	
Division of Communications, Deputy Director - This individual will spend 10% of the time on SLIGP Grant Activities for 3 years. The Deputy Directors Annual Salary is \$70,000 $\$70,000 \times 10\% = \$7,000$	3 years	\$7,000	\$21,000		<b>\$21,000</b>	
Outreach Coordinator One outreach coordinator will spend 200 hours per year, for 3 years, on SLIGP work. The hourly rate for this position is \$30.	600	\$30	\$18,000		\$18,000	
Pre-Award Costs SLIGP Grant Application Preparation - 93 hours at \$44 p/hr	93	\$44	\$4,092		\$4,092	
<b>Total Personnel</b>			<b>\$119,649</b>		<b>\$119,649</b>	
b. Fringe Benefits	b. Fr	b. Fringe Benefit	Unit Cost	Total Cost	Federal	Non-Federal
SWIC Fringe is calculated at 28% of salary, for the portion of time spent on SLIGP activities (30%)		\$76,557	28%	\$21,436		\$21,436
Division of Communications, Deputy Director Fringe is calculated at 28% of salary, for the portion of time spent on SLIGP activities (10%)		\$21,000	28%	\$5,880		\$5,880
Outreach Coordinator Fringe Calculated on 28% of salary for time spent on SLIGP activities		\$18,000	28%	\$5,040	\$	5,040.00

Pre-award Costs Grant Application Fringe Cost at 28% of the SWICS Salary for the portion used to complete the SLIGP	\$4,092	28%	\$1,146		\$1,146
<b>Total Fringe Benefits</b>			<b>\$33,502</b>	<b>\$0</b>	<b>\$33,502</b>
<b>c. Travel</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>
Mileage for Working Group Meetings 10 individuals traveling 30 miles roundtrip for 12 meetings (one per quarter); cost per mile is based on state mileage rates	3,600	\$0.40	\$1,440	\$0	\$1,440
Travel for Regional and National Meetings with FirstNet 10 individuals will attend 8 meetings Airfare is estimated at \$400/ticket(\$32,000); hotel is estimated at \$200/night for two nights(\$32,000); per diem is estimated at \$70/day for two days(\$11,200)	80 Trips	\$940	\$75,200	\$75,200	\$0
<b>Total Travel</b>			<b>\$76,640</b>	<b>\$75,200</b>	<b>\$1,440</b>
<b>d. Equipment</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>
N/A	0	\$0	\$0	\$0	\$0
<b>Total Equipment</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>e. Supplies</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>
Printer	1	\$1,030	\$1,030	\$1,030	
Office Supplies budgeted at \$50/month for 3 years	36 months	\$50	\$1,800		\$1,800
Laptops	3	\$1,000	\$3,000		\$3,000

<b>Total Supplies</b>			<b>\$5,830</b>	<b>\$1,030</b>	<b>\$4,800</b>
<b>f. Contractual</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>
Legal Services - For the 3 year performance period, 150 hours of legal support at \$150 per hour. This support is required for contracts and agreements.	150	\$150	\$22,500	\$22,500	
Grant Manager One grant manager will spend 100% of her time on the project for 3 years.	3 years	\$60,000	\$180,000	\$180,000	
Broadband SME - One SME will advise Delaware on Wireless Broadband - 200 hours per year x \$150 per hour.	3 years	\$30,000	\$90,000	\$90,000	
Support Admin - One Admin support for all SLIGP related activities. Annual Contract salary of \$40,000	3	\$40,000	\$120,000	\$120,000	
Phase II Activities 801 hrs./year for 2 years; average hourly rate is \$60	1602	\$60	\$96,120	\$96,120	
Website Development and Maintenance 240 hrs./year for 3 years; average hourly rate is \$75(172.8 Delaware match hours to ensure Delaware look and feel and 547.2 Contractual Website Development Time.	720	\$75	\$54,000	\$41,040	\$12,960
Regional Outreach and Support Through MACINAC	2	\$45,000	\$90,000	\$90,000	
<b>Total Contractual</b>			<b>\$ 652,620</b>	<b>\$639,660</b>	<b>\$12,960</b>
<b>g. Construction</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>
N/A			\$0		
<b>Total Construction</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>h. Other</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>
Wireless Connection for Laptops 3 laptops/month x 12 months/year x 3 years = 108; the monthly cost for each laptop's connection is \$50	108 units	\$50	\$5,400	\$5,400	
Printing 5 fliers, 5,000 copies each	25,000 copies	\$0.065	\$1,625	\$1,625	

Meeting Attendance Time 7 local representatives will attend 10 meetings per year for 3 years (total of 30 meetings); each meeting will be 1 hour long (7 rep./meeting x 30 meetings x 1 hr./meeting = 210 hours). The average value of the representatives' time is \$50/hour.	210	\$50	\$10,500	\$1,698	\$8,802
<b>Total Other</b>			<b>\$17,525</b>	<b>\$8,723</b>	<b>\$ 8,802.00</b>
<b>Total Direct Charges</b>			<b>\$905,766</b>	<b>\$724,613</b>	<b>\$181,153</b>
<b>i. Indirect Costs</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>
Delaware has no indirect costs					
<b>Total Indirect</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTALS</b>			<b>\$905,766</b>	<b>\$724,613</b>	<b>\$181,153</b>

## 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>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Mark Grubb</p>	<p>* TITLE</p> <p>Director</p>
<p>* APPLICANT ORGANIZATION</p> <p>State of Delaware</p>	<p>* DATE SUBMITTED</p> <p>03/15/2013</p>

Standard Form 424B (Rev. 7-97) Back

# 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
--	--	--

**4. Name and Address of Reporting Entity:**  
 Prime     SubAwardee

\* Name:

\* Street 1:     Street 2:

\* City:     State:     Zip:

Congressional District, if known:

**5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:**

<b>6. * Federal Department/Agency:</b> <input type="text" value="NTIA"/>	<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"/>
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<b>8. Federal Action Number, if known:</b> <input type="text"/>	<b>9. Award Amount, if known:</b> \$ <input type="text"/>
--	--

**10. a. Name and Address of Lobbying Registrant:**

Prefix  \* First Name  Middle Name

\* Last Name  Suffix

\* Street 1:     Street 2:

\* City:     State:     Zip:

**b. Individual Performing Services** (including address if different from No. 10a)

Prefix  \* First Name  Middle Name

\* Last Name  Suffix

\* Street 1:     Street 2:

\* City:     State:     Zip:

**11.** 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:

\* Name: Prefix  \* First Name  Middle Name   
\* Last Name  Suffix

Title:     Telephone No.:     Date:

<b>Federal Use Only:</b>	Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)
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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.**

**Statement for Loan Guarantees and Loan Insurance**

The undersigned states, to the best of his or her knowledge and belief, that:

In any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions.

Submission of this statement 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 statement 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.

\* NAME OF APPLICANT

State of Delaware

\* AWARD NUMBER

\* PROJECT NAME

Delaware Public Safety Broadband Network Planning

Prefix:

\* First Name:

Mark

Middle Name:

\* Last Name:

Grubb

Suffix:

\* Title:

Director

\* SIGNATURE:

Mark Grubb

\* DATE:

03/15/2013



STATE OF DELAWARE

**OFFICE OF THE GOVERNOR**

TATNALL BUILDING, SECOND FLOOR  
WILLIAM PENN STREET, DOVER, DE 19901

JACK A. MARKELL  
GOVERNOR

PHONE: 302-744-4101  
FAX: 302-739-2775

**Delaware**  
**Letter of State Designation**  
**SLIGP Grant Opportunity /**  
**National Public Safety Broadband**

Pursuant to the statutory requirement in the SLIGP grant opportunity, requiring each State's Governor to appoint a single officer or a governing board with a single point of contact to coordinate all broadband activities between the state and FirstNet, I **Jack A. Markell**, Governor of the State of Delaware, hereby designate the **Delaware SIEC (Statewide Interoperability Executive Council)** as the coordinating body and **Mark Grubb** as the SIEC point of contact responsible for all coordination with NTIA and First Net.

A handwritten signature in cursive script that reads "Jack A. Markell".

Jack A. Markell, Governor

3/8/13

Date



STATE OF DELAWARE  
DEPARTMENT OF FINANCE  
**DIVISION OF ACCOUNTING**

820 Silver Lake Boulevard  
SECOND FLOOR, SUITE 200, (D570C)  
DOVER, DELAWARE 19904

FAX: (302) 739-1200

TELEPHONE: (302) 672-5000

**MEMORANDUM**

**#13-15**

TO: All State Agency and School Fiscal Staff

FROM: Kristopher E. Knight, Director, Division of Accounting 

DATE: June 20, 2013

SUBJECT: **TENTATIVE FY 2014 FRINGE BENEFITS COSTS**

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The tentative charges for fringe benefits for **Fiscal Year 2014** are as follows (if there are any changes, you will be promptly notified):

**F.I.C.A. – Employer’s Share**

The **Maximum Old Age Survivors Disability Insurance (O.A.S.D.I.)** withholding effective for the period July 1, 2013 through December 31, 2013 is based on earnings of \$113,700 and the employer rate remains at 6.2%. The earnings maximum for Medicare withholding effective for the period July 1, 2013 through December 31, 2013 is unlimited at a rate of 1.45%. The employer rate for the period beginning January 1, 2014 is expected to remain at 6.2% for O.A.S.D.I. and 1.45% for Medicare. The Social Security Administration is *projecting* that the O.A.S.D.I. maximum earnings rate will increase to \$115,500 in calendar year 2014; the Medicare maximum earnings will be unlimited.

**Pension**

The pension cost calculation rate for FY 2014 is currently expected to be 21.02%.

**Worker’s Compensation**

The rate is 1.60% of payroll, effective July 1, 2013.

**Unemployment Insurance**

The rate is 0.17% of payroll, effective July 1, 2013. (No change)

## **Health Insurance**

Reference the “**State Pays**” column of the Group Health Insurance Program rate sheet published at the Statewide Benefits link below for FY 2014:

<http://ben.omb.delaware.gov/medical/documents/fy14-published-rates.pdf>

For questions, please contact Amy Parsell at [Amy.Parsell@state.de.us](mailto:Amy.Parsell@state.de.us) or (302)672-5503.

KEK/acp