

**Application for Federal Assistance SF-424**

\* 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:

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:

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

\* c. Organizational DUNS:

**d. Address:**

\* Street1:

Street2:

\* City:

County/Parish:

\* State:

Province:

\* Country:

\* Zip / Postal Code:

**e. Organizational Unit:**

Department Name:

Division Name:

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

Prefix:

\* First Name:

Middle Name:

\* Last Name:

Suffix:

Title:

Organizational Affiliation:

\* Telephone Number:

Fax Number:

\* Email:

**Application for Federal Assistance SF-424**

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

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

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

CFDA Title:

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

\* Title:

**13. Competition Identification Number:**

Title:

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

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

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424**

**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"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text"/>

**\* 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 in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**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:

**BUDGET INFORMATION - Non-Construction Programs**

OMB Number: 4040-0006  
Expiration Date: 01/31/2019

**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 2.0	11.549	\$	\$	\$ 610,748.00	\$ 152,687.00	\$ 763,435.00
2.						
3.						
4.						
<b>5. Totals</b>		\$	\$	\$ 610,748.00	\$ 152,687.00	\$ 763,435.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	SLIGP 2.0				
<b>a. Personnel</b>	\$ 302,536.00	\$	\$	\$	\$ 302,536.00
<b>b. Fringe Benefits</b>	113,857.00				113,857.00
<b>c. Travel</b>	101,064.00				101,064.00
<b>d. Equipment</b>	0.00				0.00
<b>e. Supplies</b>	15,500.00				15,500.00
<b>f. Contractual</b>	202,000.00				202,000.00
<b>g. Construction</b>					
<b>h. Other</b>	28,478.00				28,478.00
<b>i. Total Direct Charges (sum of 6a-6h)</b>	763,435.00				\$ 763,435.00
<b>j. Indirect Charges</b>					\$
<b>k. TOTALS (sum of 6i and 6j)</b>	\$ 763,435.00	\$	\$	\$	\$ 763,435.00
<b>7. Program Income</b>	\$	\$	\$	\$	\$

**SECTION C - NON-FEDERAL RESOURCES**

(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	SLIGP 2.0 Match Funds	\$ 152,687.00	\$	\$	\$ 152,687.00
9.					
10.					
11.					
<b>12. TOTAL (sum of lines 8-11)</b>		\$ 152,687.00	\$	\$	\$ 152,687.00

**SECTION D - FORECASTED CASH NEEDS**

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

**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.	\$	\$	\$	\$
17.				
18.				
19.				
<b>20. TOTAL (sum of lines 16 - 19)</b>	\$	\$	\$	\$

**SECTION F - OTHER BUDGET INFORMATION**

21. Direct Charges: \$763,435	22. Indirect Charges: \$0.00
23. Remarks:	

## SLIGP 2.0 Application Narrative

John R. Benson  
HSEMD

Andy Buffington  
Communications Center

Linda Frederiksen  
EMS

Larry Smith  
Emergency Management

Kelly Groskurth  
Member At-Large

Ellen Hagen  
Fire Department (Volunteer)

Rob Rotter  
Sheriff's Office

Michael Kasper  
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Fire Department

Tom Lampe  
Iowa DPS

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ILEA

David Ness  
Municipal Police Department

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Communications Center

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Iowa DNR

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### **I. Describe the capacity to manage and conduct programmatic activities of the award and ability to adhere to NTIA grant reporting and compliance requirements described in section F.3.**

In 2007 Iowa's Governor signed legislation that created the Iowa Statewide Interoperable Communications System Board (ISICSB) as Iowa's Statewide Interoperability Governing Board, or SIGB. This legislation was codified under Iowa Code 80.28 and 80.29, which established the mission and membership of the ISICSB, as follows:

"A statewide interoperable communications system board is established, under the joint purview of the department [Public Safety] and state department of transportation. The board shall develop, implement, and oversee policy, operations, and fiscal components of communications interoperability efforts at the state and local level, and coordinate with similar efforts at the federal level, with the ultimate objective of developing and overseeing the operation of a statewide integrated public safety communications interoperability system.

For the purposes of this section and section 80.29, "interoperability" means the ability of public safety and public services personnel to communicate and to share data on an immediate basis, on demand, when needed, and when authorized."

Under Iowa Code 80.28, the ISICSB is composed of nineteen (19) voting members. State agencies are represented by eight (8) of the members, including:

- (1) One member representing the department of public safety.
- (2) One member representing the state department of transportation.
- (3) One member representing the department of homeland security and emergency management.
- (4) One member representing the department of corrections.
- (5) One member representing the department of natural resources.
- (6) One member representing the Iowa department of public health.
- (7) One member representing the office of the chief information officer created in section 8B.2.
- (8) One member representing the Iowa law enforcement academy created in section 80B.4.

A majority of the Board, eleven (11) local members, is appointed by the

John R. Benson  
HSEMD

Andy Buffington  
Communications Center

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EMS

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Fire Department (Volunteer)

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Governor, as follows:

- (1) Two members who are representatives from municipal police departments.
- (2) Two members who are representatives of sheriff's offices.
- (3) Two members who are representatives from fire departments. One of the members shall be a volunteer fire fighter and the other member shall be a paid fire fighter.
- (4) Two members who are law communication center managers employed by state or local government agencies.
- (5) One member representing local emergency management coordinators.
- (6) One member representing emergency medical service providers.
- (7) One at-large member.

In addition to the voting members, the board membership includes four General Assembly [Iowa Legislature] members, two (2) Senators and two (2) Representatives, one from each party, in ex officio, nonvoting capacities.

The ISICSB is under the purview of the state's largest two state agencies. This arrangement works well due to the excellent cooperation and coordination between Iowa's Department of Transportation (DOT) and Department of Public Safety (DPS). Because of this outstanding working relationship, we do not anticipate any organizational or management challenges. In fact, we anticipate this relationship to enhance the organization and management of the ISICSB on this National Public Safety Broadband Network (NPSBN) project.

The authority of the ISICSB to make decisions regarding public safety communications is contained in the language of Iowa Code 80.28, cited above establishing the Board's mission, and in Section 80.29, which mandates the ISICSB to perform fourteen (14) specific duties, of which the following nine (9) listed below are directly related to the planning of Iowa's public safety broadband network (PSBN):

Implement and maintain organizational and operational elements of the board, including staffing and program activity.

Establish, monitor, and maintain appropriate policies and protocols to ensure that interoperable communications systems function properly.

Allocate and oversee state appropriations or other funding received for interoperable communications.

Develop a statewide integrated public safety communications interoperability



John R. Benson  
HSEMD

system that allows for shared communications system and costs, takes into account infrastructure needs and requirements, improves reliability, and addresses liability concerns of the shared network

Andy Buffington  
Communications Center

Linda Frederiksen  
EMS

Expand, maintain, and fund stakeholder education, public education, and public official education programs to demonstrate the value of the FIRSTNET network for Iowa Stakeholders. Hosting FIRSTNET requested workshops across Iowa.

Larry Smith  
Emergency Management

Kelly Groskurth  
Member At-Large

Identify, promote, and provide incentives for appropriate collaborations and partnerships among government entities, agencies, businesses, organizations, and associations, both public and private, relating to communications interoperability.

Ellen Hagen  
Fire Department (Volunteer)

Rob Rotter  
Sheriff's Office

In performing its duties, consult with representatives of private businesses, organizations, and associations on technical matters relating to data, video, and communications interoperability; technological developments in private industry; and potential collaboration and partnership opportunities.

Michael Kasper  
Sheriff's Office

Deb Krebill  
Fire Department

Duty #8 applies directly to this grant application narrative. It requires significant time and resources to assess the current vendor and application landscape in order to find appropriate use cases for broadband data and applications to fit operational needs.

Tom Lampe  
Iowa DPS

Jason Leonard  
Municipal Police Department

One of the on-going projects revolves around how to best incorporate new capabilities presented by broadband data systems. Reports such as the *Super Bowl LI After Action Review* can be used as guidance documents to get an idea of what types of applications and systems are available to utilized broadband data in operations in new ways. Not all of the use cases may directly apply to needs of Iowa agencies, but many of the concepts will scale nicely. The notion of being able to widely disseminate images of suspected perpetrators, missing children and suspicious vehicles is attractive to agencies that are providing security to events of all sizes.

Carole Lund-Smith  
ILEA

David Ness  
Municipal Police Department

Denise Pavlik  
Communications Center

Marty Smith  
Iowa DPH

Jeff Sundholm  
Iowa DOT

In addition, working to incorporate streaming cameras into operations offers significant tactical advantages. In the case of large crowds, being able to assess the mood and movement is key to ensuring safety to all stakeholders.

Jeffery Sweargin  
Iowa DNR

Patrick Updike  
Iowa DOC

Once aspects of duty #8 are met or completed, significant time and resources must be devoted to publishing and promoting the findings. In this case, the SWIC and/or outreach specialist may draft a document outlining findings or hold a meeting or educational event to explain what was learned from other agencies and what applications may work well for various events. This pertains to duty #10. This dovetails into planning aspects of utilizing any NPSBN.

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Duty #12 is fulfilled via data collection in specific areas identified to be helpful as requested by FirstNet. In many areas of Iowa, the existing coverage

John R. Benson  
HSEMD

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footprint of AT&T is insufficient to provide public safety grade mobile broadband data. As this network is built out and expanded, there will be a significant need for testing and verification of coverage. Public safety agencies within Iowa tend to be very eager to test new technology and very upfront with feedback. Creating a mechanism to encourage open dialog among agencies can help improve the FirstNet coverage in Iowa and would likely encourage more agencies to sign on. This could also be a means to identify needs of users for specific applications that may aid operations.

Thus, all of the duties and responsibilities related to the planning and implementation of the PSBN are already contained in the above legislation and being performed by the ISICSB with the public safety community in conjunction to land mobile radio (LMR) communications. Additionally, by letter (attached), dated 3/11/2013, Iowa's Governor issued the following directive:

"In preparation for the development of the National Public Safety Broadband Network (NPSBN), and the requirements upon the state of Iowa, I am designating the Iowa Statewide Interoperability Communications System Board (ISICSB) as the primary point-of-contact for NPSBN issues, and to advise me on matters related to the NPSBN."

Given the authority that the ISICSB has per existing Iowa Code and the Governor's directive, the ISICSB will use that authority to coordinate the implementation of the PSBN in Iowa. This will include using existing ISICSB Board member resources, coordinating and partnering with other appropriate state agencies and local governments, and the appropriate hiring of consultants, project managers and personnel that may be required which may be beyond the present capacities and capabilities of current resources. Per Iowa Attorney General's Office, the ISICSB does have the authority to apply and manage the SLIGP, and enter into contracts for needed support and work that may be required under the SLIGP. Thus, the ISICSB clearly has the authority under Iowa Code to make and implement the appropriate decisions for public safety related to communications and the PSBN.

With the passage of the NPSBN legislation, and the fixed membership of the ISICSB by Iowa Code, the ISICSB anticipated a needed expansion in its structure and membership to meet the needs required by the SLIGP and NPSBN. Therefore, in 2012, it created a specific steering committee to address PSBN matters – the ISICSB Public Safety Broadband Network (PSBN) Committee, which is composed of a key group of subject matter experts (SMEs) with the specific responsibility of focusing on the PSBN to advise the broader ISICSB and the Governor on matters relating to the PSBN, as well as assist in coordination of the planning and build-out that will be required in Iowa.

Because this PSBN Committee is not restricted in membership by Code, the ISICSB has the flexibility to expand it with additional SMEs, as needed. For example, it is anticipated that representatives of the utility industries will be

John R. Benson  
HSEMD

Andy Buffington  
Communications Center

Linda Frederiksen  
EMS

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included with those established contacts.

In addition to the governing structure and authority provided by the ISICSB, PSBN was included in the drafting of the 2017 Statewide Communications Interoperability Plan (SCIP). The 2017 SCIP was designed to be a living document with set goals, metrics, objectives and action plans in order to ensure that the ISICSB and its committees have a clear vision and guidance to succeeding in promoting interoperability with LMR and PSBNs.

In the 2017 SCIP, specific items related to grant management are outlined. These include various goals, metrics and objectives related to effective grant management and reporting consistent with national best practices including GAAP/GAAS and GASB.

## **II. Provide a high-level staffing plan that clearly designates which individuals or positions will be responsible for fulfilling programmatic and grant management requirements.**

The State of Iowa employs a full-time SWIC, Chris Maiers, whose duties are divided between LMR and broadband interoperability. The SWIC position is now a full-time state merit position. The SWIC's salary comes from a few cost centers.

Only SWIC activities related to NPSBN are paid for via SLIGP monies. This can include mobile broadband applications such as WAVE or BeOn that allow communications between LMR and mobile broadband devices. During meetings with local stakeholders, the SWIC devotes a significant amount of time to NPSBN in addition to any other interoperability topics that may arise that help facilitate understanding and planning of total interoperability in Iowa.

The State Point of Contact (SPOC) for Iowa is Lieutenant Tom Lampe. The SWIC and SPOC positions are separate individuals because at the time of the initial SLIGP grant, the SWIC position was contracted.

The State of Iowa also contracts with Connected Nation for an outreach specialist. The outreach specialist is considered to be full-time. Typical activities include planning and execution of outreach events related to PSBN and FirstNet. *\*Any stakeholder events/meetings will be requested by FIRSTNET in order to be allowable under this SLIGP 2.0*

An assistant to the SWIC and SPOC is also covered with SLIGP monies. The assistant's time is divided among ISICSB and PSBN duties. It is a full-time merit position within DPS.

## **III. Please provide a comprehensive explanation of the allowable activities that will be conducted using SLIGP 2.0 funds, how the applicant aims to resource and conduct these activities, the objectives and outcomes of these activities, and how conducting these activities**

John R. Benson  
HSEMD

Andy Buffington  
Communications Center

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**will support the deployment of the NPSBN in their State. Note that applicants have the discretion to choose among the allowable activities described in section D.6.a, as it is not mandatory to perform all activities listed in that section;**

The SPOC, Lt. Tom Lampe, will be the point of contact between the ISICSB and governor's office on any FirstNet or public safety broadband items. The SPOC will also coordinate with the SWIC and ISICSB for any initiatives or directives that need local coordination.

With FirstNet's approval, data collection activities could be conducted via several processes that are considered normal activities in Iowa. The SWIC is in the process of visiting every county in Iowa (99) for local interoperability meetings to gain an understanding of the interoperability challenges and successes, and how those have evolved over the past several years. The data collected could include how broadband data is currently used, current problems with coverages, situations in which data networks performed well or had shortcomings, potential opportunities for future usage and any other information that may be deemed necessary by FirstNet.

Recently the SWIC has included *Super Bowl LI After Action Report* discussions in the meetings with counties. The SWIC has also forwarded the document to interested parties in the state so stakeholders can begin plans to incorporate PSBN into operations.

The outreach specialist position will also routinely hold outreach events to distribute recent information and surveys to stakeholders as requested by FirstNet. Feedback obtained via those events and surveys provides a snapshot of broadband progress in Iowa.

The ISICSB will be allowing the Broadband Committee to evolve now that the State of Iowa has "Opted In" to FirstNet. The future activities of this committee may include:

1. Evaluation of public safety broadband applications for in-field use;
2. Publishing and disseminating staff studies related to utilization of NPSB in the field. These studies could include but are not limited to identification and documentation of on-going coverage needs/gaps within Iowa and how to effectively incorporate NPSB into operations;
3. Educational and outreach to state and local agencies on the use of NPSB in Iowa;
4. Drafting and updating best practices documentation in addition to policies and procedures on the use of NPSB in Iowa.

Through those processes outlined above and the authority granted to the ISICSB by the State of Iowa, the ISICSB will be able to provide a clear vision and direction for the use of public safety broadband in Iowa.



John R. Benson  
HSEMD

Andy Buffington  
Communications Center

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A part of this vision is helping stakeholders incorporate lessons learned from other agencies into communications plans that include PSBNs and applications into operations. These lessons can include text and picture messaging applications, advanced GPS mapping, dispatching and others. This also includes devices such as smart phones and smart watches.

A new set of meetings have been arranged for each Homeland Security Region in Iowa. Those meetings will be hands-on experiences with the new Iowa Statewide Interoperable Communications System and FirstNet. With regards to FirstNet, devices are on site for users to try out. There are also presentations with FirstNet and AT&T representatives.

In addition to previous mentions of activities conducted by the SPOC, SWIC and outreach specialist, the following excerpts from monthly progress reports from SLIGP are appended below:

1. September 30, 2016 – Outreach materials (400) distributed includes the WISE school program to schools, emails, and the media contact materials at the press conference for the program. The FirstNet broadband committee is very active in regards to outreach and the state plan for FirstNet in Iowa. FirstNet held the Region 7 QPP workshop in Osceola, Iowa in August. Our RIC members attended along with representatives from the FirstNet Broad Band committee. The WISE program. WIFI internet for school emergencies continues to evolve into a great outreach program with several interested parties watching closely how this develops. This program is intended to give Iowa a look at the capabilities of a private network for public safety, such as FirstNet. Our new website will be shifting to a new platform hosted by the OCIO office in Des Moines. The website will be more user friendly and promotes FirstNet in Iowa. Our Deputy SWIC continues to work with the RIC s and the FirstNet message in Iowa. Materials have been distributed to the media on the WISE program as well as a press conference held by the Governor's office promoting the program. Our Outreach specialist contract was extended once again in August 2016 for 1 year. He will continue to work on the WISE program and work with the RICS promoting FirstNet. We will be hopeful the state plan will be delivered in 2017. Outreach will become a critical element in Iowa. Thomas Lampe attended APCO in Florida in August 1016.

2. December 30, 2016 – Outreach continues on the FirstNet initiative in Iowa thru Board Meetings, FirstNet Broadband Subcommittee meetings and the WISE program. Our outreach specialist has been working on a 1 pager for distribution to the RICS in Iowa for a half day of presentations in Iowa's 6 homeland security regions on FirstNet. These presentations will be starting in February 2017. The number of individuals reached (225) includes all committees and subcommittee members of the ISISCSB board public attendance at meetings and the FirstNet Broadband subcommittee members. This also includes the information on the website regarding FirstNet updates and all updates that the FirstNet broadband subcommittee receives from the SPOC. Volume of materials 150 includes information that is pushed out to the

## RICS and WISE information.

John R. Benson  
HSEMD

Andy Buffington  
Communications Center

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EMS

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Representative Steven Holt

3. March 31, 2017 – Outreach continues on the FirstNet initiative in Iowa through Iowa Statewide Interoperable Communications System Board (ISICSB) Meetings, FirstNet Broadband Subcommittee meetings, FirstNet Public Private Partnership Summits, and the WISE program. The FirstNet Outreach Team is also currently visiting each of Iowa's six (6) Homeland Security Regions to provide half day presentations and updates on FirstNet progress. The Regional Interoperability Committee (RIC) Outreach meetings are taking place March –June 2017. Approximately 300 individuals have been reached during this period to include attendance at RIC, committee, and subcommittee meetings. The volume of electronic and paper materials distributed reached over 9,000 during this period with information being distributed through the ISICSB monthly newsletter, flyers, as well as social media reach (Facebook, Twitter, YouTube and Website hits).

4. June 30, 2017 – Monthly Newsletter to over 3800 contacts. New population segments and vendors engaged with FirstNet state plans. Metro outreach to each of the states 6 regions with average attendance of 30 people. Increased communication and outreach with attendance in statewide PSAPs and PSAP supervisor quarterly meetings. Community outreach requests have averaged about 1/month. Increased engagement effort with Iowa Counties for awareness and participation. Social Media use increased on Facebook, Twitter, and YouTube platforms. Video use and online presentations have improved the ability of participation across Iowa and has been especially noticed in our ISICS Board use of live streaming, YouTube channel, and conference line. Each meeting we offer a minimum of 5 different handouts concerning FirstNet. New plans with FirstNet/AT&T have led to additional engagement and work to provide a process flow for potential users. 2 county visits in Region 6 where our outreach efforts to improve and increase relations have required additional visits. Attendance in the Iowa 911 Council Monthly Meeting. Continued goal of 24 hour turnaround for information requests. Use of ISICSB committees to further outreach by forwarding newsletter to Public Safety Full-Time and Volunteer Associations.



State and Local Implementation Grant  
Program (SLIGP)  
Budget Narrative

Applicant Name: **Iowa Statewide Interoperability Communications Systems Board**

Opportunity Number: 2018-NTIA-SLIGP-2

Opportunity Title: State and Local Implementation Grant Program (SLIGP 2.0))

CFDA Number: 11.549

CFDA Title: State and Local Grant Program

Competetion ID: 2018-NTIA-SLIGP-2

Opening Date: 9/27/17

Closing Date: 12/28/17

Proposed Period of Performance: 03-01-2018 --02-29-2020

Total Project Costs: \$763,435

Total Federal Grant Request: \$ 610,748

Total Matching Funds (Cash): \$ 152,687

Total Matching Funds (In-Kind): \$0

Total Matching Funds (Cash + In-Kind): \$152,687

Total Matching Funds (Cash + In-Kind) as Percentage of Total Project Costs:  
20%

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Personnel : *Total: \$302,536*  
*Federal: Increment 1: \$90,671*  
*Non-Federal: Increment 1: \$22,690*  
*Federal: Increment 2: \$151,268*  
*Non-Federal: Increment 2: \$37,817*

Three employees within DPS communications bureau will charge to the SLIGP 2.0 award.

The SWIC will spend 50% of the time on grant activities. The SWIC salary is \$118,019 a year. For two years the SWIC will total \$118,019. The primary activities of the SWIC are to attend outreach/education events for FN in Iowa. Will also teach how FirstNet devices will work and how the network will run, as coordinated with FirstNet. SWIC will attend FN sponsored workshops, education events and will help local stakeholders understand FirstNet interoperability, as allowable under SLIGP 2.0 activities.

The Secretary will spend up to 100% of the time on grant activities. The Secretary salary is \$42,287 a year. For two years the Secretary will total \$83,575. The primary activities of the Secretary plans all board meetings where FN is discussed (monthly), sets up all outreach events (location, reimbursement, food, etc.) any supports any other activities related to FirstNet or SLIGP management as needed.

The Bureau Chief will spend 50% of the time on grant activities. The Bureau Chief salary is \$100,942. For two years the Bureau Chief will total \$100,942. The primary activities of the bureau chief are to attend and present on FN at workshops. Speak on FN to Iowa stakeholder agencies, answer questions about FirstNet, etc as allowable under SLGP 2.0. Bureau Chief is primary responsible party for grant reporting.

Fringe Benefits *TOTAL: \$113,857*  
*Federal: Increment 1: \$34,157*  
*Non-Federal: Increment 1: \$8,539*  
*Federal: Increment 2: \$56,928*  
*Non-Federal: Increment 2: \$14,232*

Fringe varies by employee depending on the programs they select to participate in. Programs include FICA, retirement, healthcare, dental care, life insurance, long term disability, deferred compensation, and DAS health insurance administrative fees.

The fringe for the SWIC is calculated at 46.365% of time charged to the grant.

The fringe for the Secretary is calculated at 39.51% of time charged to the grant.

The fringe for the Bureau Chief is calculated at 25.47% of time charged to the grant.





Travel *TOTAL: \$101,064*  
*Federal: Increment 1: \$30,319*  
*Non-Federal: Increment 1: \$7,580*  
*Federal: Increment 2: \$50,532*  
*Non-Federal: Increment 2: \$12,633*

**In-State Travel:**

In State travel expenses for FirstNet related activities. Planning one workshop each calendar year (two total) for Iowa stakeholders. Each workshop will have approximately 50 attendees, total 100 attendees for the entire grant period. Each event is three days, two nights. Estimated hotel is \$93 a night for two nights (\$186 per trip), per diem is \$51 a day for three days (\$153 total). Mileage is \$0.54 a mile, for an average of 74 miles. Each trip, per person, is \$378.99.

**Out of State Travel:**

Out of state travel expenses would be for FirstNet meetings or national conferences. Estimated 8 meetings total for the grant period of performance, estimated 4 per calendar year. Four people will attend each conference. Estimated 4 days, 3 nights for each meeting/conference.

Estimated expenses for one person, for each meeting/conference:

- Airfaire: \$500
- Rental Car: \$50 a day (\$200 total)
- Parking: \$10 a day (\$40 total)
- Registration Fees: \$450
- Lodging: \$180 a day (\$540 total)
- Per Diem: \$55 a day (\$220 total)
- Misc. expenses (gas, baggae, etc): \$23.90

Total for one person, per trip: \$1973.90.

Equipment

*Federal: 0*  
*Non Federal: 0*  
*TOTAL: 0*

Supplies *Total: \$15,500*  
*Federal: Increment 1: \$4,650*  
*Non-Federal: Increment 1: \$1,163*  
*Federal: Increment 2: \$7,750*  
*Non-Federal: Increment 2: \$1,938*

**This is for office supplies/Software/paper,pens etc.**

Meeting Supplies (\$3,200)



- Meeting supplies to include but not limited to handouts, binders, memory sticks, etc. Estimated at \$400.00 a quarter for 8 quarters.

General Office Supplies (\$2,300)

- General office supplies to include but not limited to paper, pens, binders, etc. Estimated at \$287.50 a quarter for 8 quarters.

Laptops and related software (\$10,000)

- One laptop for each person working on SLIGP 2.0 (total 3) at approximately \$2,000 each, totaling \$6,000. Laptops will only be used to conduct SLIGP 2.0 activities.
- Software for each laptop estimated at \$1000 to conduct grant activities. Total \$3,000.
- Other computer accessories such as mice, keyboards, docks, etc: \$333.33 per laptop, total \$1000.

Contractual Total: \$202,000

*Federal: Increment 1: \$ 60,600*

*Non-Federal: Increment 1: \$15,150*

*Federal: Increment 2: \$101,000*

*Non-Federal: Increment 2: \$25,250*

Outreach Specialist contract. Contracted support from Connected Nation to provide outreach events for information on FirstNet in Iowa, as requested by FirstNet. Contract is billed monthly, and hours vary. Hourly rate is \$46.15 an hour, and estimated 173.33 hours a month. Estimated total per month is \$8,000.

FirstNet Sponsored Conferences. Contracted support to set up and manage two FirstNet conferences in the state. Estimated \$5,000 each conference for hotel ballroom space, A/V for meeting, and other charges required to hold the meeting.

Construction

*Federal: \$0*

*Non-Federal: \$0*

*Total: \$0*

Other Total: \$28,478

*Federal: Increment 1: 8,543*

*Non-Federal: Increment 1: 2,136*

*Federal: Increment 2: \$14,239*



*Non-Federal: Increment 2: \$3,560*

Ricoh Copier maintenance: Estimated \$100 a month for 24 months

Ricoh Copier rental fee: \$236 a month for 24 months

Office Desk phones: 4 phones (three state funded and one contractor) at \$67.08 a phone, total \$268.32 a month for 24 months.

Cell phones: 4 phones (three state funded and one contractor) at \$145.56 per phone, total \$582.26 a month for 24 months.

# Iowa SLIGP 2.0 Detailed Budget Spreadsheet

Category	Detailed Description of Budget (for full grant period)			Increment 1		Increment 2		Total Breakdown of Costs		Total Project Costs
	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal	
<b>a. Personnel</b>										
SWIC: The SWIC will spend 50% of their time on SLIGP 2.0 activities for 2 years. The annual salary is \$118,019. At 50% this is \$59,009.50.	2	\$59,010	\$118,019	\$ 35,406	\$ 8,851	\$ 59,010	\$ 14,752.38	\$ 94,415	\$ 23,604	\$ 118,019
Secretary: The secretary will spend 100% of their time on SLIGP 2.0 activities for 2 years. The annual salary is \$41,787.50.	2	\$41,787.50	\$83,575	\$ 25,073	\$ 6,268	\$ 41,788	\$ 10,446.88	\$ 66,860	\$ 16,715	\$ 83,575
Bureau Chief: The Bureau Chief will spend 50% of their time on SLIGP 2.0 activities for 2 years. The annual salary is \$100,942. At 50% this is \$50,471.	2	\$50,471	\$100,942	\$ 30,283	\$ 7,571	\$ 50,471	\$ 12,617.75	\$ 80,754	\$ 20,188	\$ 100,942
<b>Total Personnel</b>			<b>\$302,536</b>	<b>\$ 90,761</b>	<b>\$ 22,690</b>	<b>\$ 151,268</b>	<b>\$ 37,817</b>	<b>\$ 242,029</b>	<b>\$ 60,507</b>	<b>\$ 302,536</b>
<b>b. Fringe</b>										
SWIC: Fringe is calculated at 46.365% of the salary, for portion spent on SLIGP 2.0 activities.	0.46365	\$118,019	\$ 54,720	\$ 16,416	\$ 4,104	\$ 27,360	\$ 6,839.94	\$ 43,776	\$ 10,944	\$ 54,720
Secretary: Fringe is calculated at 39.51% for portion of time spent on SLIGP 2.0 activities	0.39514	\$84,574	\$ 33,419	\$ 10,026	\$ 2,506	\$ 16,710	\$ 4,177.38	\$ 26,735	\$ 6,684	\$ 33,419
Bureau Chief: Fringe is calculated at 25.47% for portion of time spent on SLIGP 2.0 activities.	0.25477	\$100,942	\$ 25,718	\$ 7,715	\$ 1,929	\$ 12,859	\$ 3,214.75	\$ 20,574	\$ 5,144	\$ 25,718
<b>Total Fringe</b>			<b>\$ 113,857</b>	<b>\$ 34,157</b>	<b>\$ 8,539</b>	<b>\$ 56,928</b>	<b>\$ 14,232</b>	<b>\$ 91,085</b>	<b>\$ 22,771</b>	<b>\$ 113,857</b>

The SLIGP 2.0 NOFO is the official competition document.

Nothing in this document or other supplemental materials is intended to conflict with or supersede the NOFO in any way.

Any perceived conflict must be resolved by reference to the NOFO.



e. Supplies	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal	
Meeting supplies to include but not limited to handouts, binders, memory sticks, etc. Estimated at \$400.00 a quarter for 8 quarters.	8	\$ 400.00	\$ 3,200	\$ 960	\$ 240	\$ 1,600	\$ 400	\$ 2,560	\$ 640	\$ 3,200
General office supplies to include but not limited to paper, pens, binders, etc. Estimated at \$287.50 a quarter for 8 quarters.	8	\$ 287.50	\$ 2,300	\$ 690	\$ 173	\$ 1,150	\$ 288	\$ 1,840	\$ 460	\$ 2,300
Laptops, software, accessories	3	\$ 3,333	\$ 10,000	\$ 3,000	\$ 750	\$ 5,000	\$ 1,250	\$ 8,000	\$ 2,000	\$ 10,000
<b>Total Supplies</b>			<b>\$ 15,500</b>	<b>\$ 4,650</b>	<b>\$ 1,162</b>	<b>\$ 7,750.00</b>	<b>\$ 1,937</b>	<b>\$ 12,400</b>	<b>\$ 3,100</b>	<b>\$ 15,500</b>
f. Contractual	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal	
Outreach Specialist: Contracted support from Connected Nation to provide outreach events for information on FirstNet in Iowa, as requested by FirstNet. Contract is billed monthly, and hours vary. Hourly rate is \$46.15 an hour, and estimated 173.33 hours a month. Estimated total per month is \$8,000.	24	\$ 8,000	\$ 192,000	\$57,600	\$14,400	\$ 96,000	\$ 24,000	\$ 153,600	\$ 38,400	\$ 192,000
FirstNet Conferences: Contracted support to set up and manage two FirstNet conferences in the state. Estimated \$5,000 each conference for hotel ballroom space, A/V for meeting, and other charges required to hold the meeting.	2	\$ 5,000	\$ 10,000	\$3,000	\$750	\$ 5,000	\$ 1,250	\$ 8,000	\$ 2,000	\$ 10,000
<b>Total Contractual</b>			<b>\$ 202,000</b>	<b>\$ 60,600</b>	<b>\$ 15,150</b>	<b>\$ 101,000</b>	<b>\$ 25,250</b>	<b>\$ 161,600</b>	<b>\$ 40,400</b>	<b>\$ 202,000</b>
g. Construction	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal	
			\$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Construction</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
h. Other	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal	
Ricoh Maintenance	24	\$100.00	\$2,400	\$720	\$180	\$1,200	\$300	\$1,920	\$480	\$3,120
Ricoh copier Rental Fee	24	\$236.00	\$5,664	\$1,699	\$425	\$2,832	\$708	\$4,531	\$1,133	\$7,363
Desk phones 4 phones at \$67.08 a phone per month, for 24 months.	24	\$268.32	\$6,440	\$1,932	\$483	\$3,220	\$805	\$5,152	\$1,288	\$8,372
Cell phones, 4 phones at \$145.56 a phone per month for 24 months.	24	\$582.26	\$13,974	\$4,192	\$1,048	\$6,987	\$1,747	\$11,179	\$2,795	\$18,167
<b>Total Other</b>			<b>\$28,478</b>	<b>\$8,543</b>	<b>\$2,136</b>	<b>\$14,239</b>	<b>\$3,560</b>	<b>\$22,782.34</b>	<b>\$5,695.58</b>	<b>\$28,478.00</b>
<b>Total Direct Charges</b>			<b>\$ 763,434</b>	<b>\$ 229,030</b>	<b>\$ 57,258</b>	<b>\$ 381,717</b>	<b>\$ 95,429</b>	<b>\$ 610,747</b>	<b>\$ 152,687</b>	<b>\$ 763,435.00</b>
i. Indirect Costs	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal	
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Indirect</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTALS</b>			<b>\$ 763,434</b>	<b>\$ 229,030</b>	<b>\$ 57,258</b>	<b>\$ 381,717</b>	<b>\$ 95,429</b>	<b>\$ 610,747</b>	<b>\$ 152,687</b>	<b>\$ 763,435.00</b>

Match Proportion:	80%	20%	80%	20%	80%	20%
Goal:					80%	20%

## 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.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  <input type="text"/>	TITLE  <input type="text"/>
APPLICANT ORGANIZATION  <input type="text"/>	DATE SUBMITTED  <input type="text"/>



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

\* AWARD NUMBER

\* PROJECT NAME

Prefix:

\* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* SIGNATURE:

\* DATE:



Kim Reynolds  
GOVERNOR

**OFFICE OF THE GOVERNOR**

Adam Gregg  
LT. GOVERNOR

November 22, 2017

Dear Commissioner Ryan:

As you are aware I signed an agreement on July 18th, 2017 for the State of Iowa to "optin" to the deployment plan for the National Public Safety Broadband Network (NPSBN).

As the deployment plan continues in Iowa, I am designating Bureau Chief Thomas T. Lampe, Bureau Chief of the Iowa Department of Public Safety Communications Bureau as the designated State Point of Contact (SPOC) for Iowa for NPSBN issues, and to advise me on matters related to the NPSBN.

Sincerely,

A handwritten signature in black ink that reads "Kim Reynolds".

Kim Reynolds

Governor of Iowa