

**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:

Completed by Grants.gov upon submission.

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 North Dakota - Information Technology Department

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

45-0309764

\* c. Organizational DUNS:

0731318230000

**d. Address:**

\* Street1:

600 E Boulevard Ave

Street2:

\* City:

Bismarck

County/Parish:

\* State:

ND: North Dakota

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

58505-0100

**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:

Duane

Middle Name:

\* Last Name:

Schell

Suffix:

Title:

Director, Network Services

Organizational Affiliation:

\* Telephone Number:

701-328-4360

Fax Number:

\* Email:

dschell@nd.gov

**Application for Federal Assistance SF-424**

**\* 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:**

2018-NTIA-SLIGP-2

\* Title:

State and Local Implementation Grant Program (SLIGP) 2.0

**13. Competition Identification Number:**

2018-NTIA-SLIGP-2

Title:

State and Local Implementation Grant Program (SLIGP) 2.0

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

Add Attachment

Delete Attachment

View Attachment

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

ND State & Local Implementation Grant Program (ND SLIGP) 2.0

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**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.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

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

* a. Federal	<input type="text" value="549,992.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="141,017.00"/>
* 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="691,009.00"/>

**\* 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 in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**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:

2/26/2018

**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.		\$	\$	\$	\$	\$
2.						
3.						
4.						
5. <b>Totals</b>		\$	\$	\$	\$	\$

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>a. Personnel</b>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<b>b. Fringe Benefits</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>c. Travel</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>d. Equipment</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>e. Supplies</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>f. Contractual</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>g. Construction</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>h. Other</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>i. Total Direct Charges (sum of 6a-6h)</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
<b>j. Indirect Charges</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
<b>k. TOTALS (sum of 6i and 6j)</b>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<b>7. Program Income</b>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

**SECTION C - NON-FEDERAL RESOURCES**

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8. <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>12. TOTAL (sum of lines 8-11)</b>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

**SECTION D - FORECASTED CASH NEEDS**

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

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

**SECTION F - OTHER BUDGET INFORMATION**

21. Direct Charges: <input type="text"/>	22. Indirect Charges: <input type="text"/>
23. Remarks: <input type="text"/>	



## State of North Dakota



## State and Local Implementation Grant Program 2.0 Application

**Primary Contact:**

Shawn Riley  
CIO  
600 E Boulevard Ave, Dept 112  
Bismarck, ND 58505-1000  
701.328.1000

**Secondary Contact:**

Duane Schell  
Director of Network Services  
600 E Boulevard Ave, Dept 112  
Bismarck, ND 58505-1000  
701.328.1002

## **1. Explanation of allowable activities**

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 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

### **Allowable activities:**

- Single officer (or governmental body) and staff to, at a minimum, provide for ongoing coordination with NTIA and implementation of grant funds.
- Existing governance body to provide input to the single officer and to contribute towards planning activities to further identify potential public safety users of the NPSBN and prepare for data sharing.
- Individuals, such as the single officer and governing body members, to perform planning activities to help FirstNet and its partner further identify potential public safety users of the NPSBN.

The Governor of North Dakota has appointed Shawn Riley, Chief Information Officer (CIO), as the ND Single Point of Contact (ND SPOC) to the FirstNet program. The CIO is uniquely positioned within the state to represent the Governor's vision as a member of the State Executive Cabinet and to represent a vision for the effective implementation of unified information and communications business solutions for North Dakota. As a member of the cabinet, the CIO will be able to quickly and seamlessly pursue integrated solution models across all aspects of state government using high level coordination and has direct access to the Governor for advisory discussions on the strategic implementation of the FirstNet system. The CIO also serves as the Director for the State's Information Technology Department, which gives him wide latitude in directing how the State implements technology, especially network technologies, for state and local agencies. Additionally, as the Director he has ready access to staff capable of adaptively supporting the program, including the program sponsor, the program manager, and the project manager currently assigned to the State's FirstNet Program. As the CIO, he also appoints a designee to the State's Statewide Interoperability Executive Committee (SIEC).

The SIEC, consisting of state agency representatives and statewide association representatives, advises, collaborates with, and facilitates activities on behalf of the State with the ND SPOC and advises the ND SPOC and Governor on the best application of FirstNet public safety communications people, practices and technologies and is a legislatively created body assigned to promote statewide interoperability in public safety. As the primary advisory body for statewide, multi-agency public safety communications, the SIEC develops recommendations for legislation that may be required to promote interoperability of state wireless communications systems, fosters cooperation and coordination among public safety and emergency response organizations, works with all wireless communications user groups and associations to ensure interoperability among all public safety and emergency response wireless communications systems. As part of this effort, the SIEC recently authorized the stand up of subcommittees and coordinating regional interoperability boards to advise the SIEC on statewide topics, and to regionally collaborate on local interoperability. The SIEC membership is made up of the

relevant Public Safety user groups within State and local government. Members will be tasked with involving their respective groups, educating them on the issues; gathering opinions, options and recommendations; and tapping the expertise of those within the organization. These efforts will provide the guidance and detail needed as the SIEC designs and implements the program.

The CIO will continue to utilize an ITD-based program team to lead program stakeholders and manage program assets including the Network Services Director as the SIEC designee and Program Sponsor, the Public Safety Programs Manager as the FirstNet Program Manager, and a PMI-certified Project Management Professional to manage the project processes, schedule, and budget. The program team will be the primary resource responsible for continued correspondence with FirstNet, planning activities to further identify potential public safety users of the NPSBN and prepare for data sharing, and planning activities to help FirstNet and its partner further identify potential public safety users of the NPSBN.

As the team primarily responsible for collaboration with FirstNet, the Program team will assess and recommend options to FirstNet for continued program outreach, as requested, as FirstNet expands its scope of use and provides guidance to the State's program team. To that end, the program team will assist with access to facilities, locations, stakeholders, and associations as appropriate.

**Allowable activities:**

- Data collection in specific areas identified to be helpful as requested by FirstNet.
- Identifying and documenting on-going coverage needs/gaps within the State.

As a key source of wireless broadband data in the State, the program team will continue to collect, assess and report, wireless broadband reliability and availability to FirstNet and its partner within the State through physical location-based data collection. Data collected will be processed and reported to FirstNet and its partner, along with any appropriate recommendations as determined by the program sponsor. Additionally, the program team and CIO will retain contracted services in support of data collection in specific areas identified to be helpful as requested by FirstNet to the extent funding is available to execute the request. The program team has requested and is pending receipt of guidance from FirstNet as of this time.

- Development of policies and agreements to increase sharing of data between existing public safety systems across various agencies within the State or territory using the NPSBN.
- Planning activities to prepare for emergency communications technology transitions.
- Activities to identify and plan for the transition of public safety applications, software, and databases.

The program team will utilize the resources and members of the SIEC to map and collaborate on the development of policies for inter-jurisdiction operations procedures and processes as required, including data sharing. As part of this planning, the SIEC and program team will provide public safety organizations across the state ready access to FirstNet data to support their assessment of current and potential wireless broadband options. As FirstNet comes online in North Dakota and early adopters transition to the FirstNet services, the program team will work with local and state public safety jurisdictions to identify current asset use, options for synergy

across data applications, software and databases. The State is currently the primary provider of wired carrier-based services to State and Local governmental agencies. The State continues to actively review SLAs associated with the contracts for those services to ensure adequate protections exist for public safety applications. Further review can be accommodated within the context of FirstNet's stated requirements. However, adoption will be significantly influenced by coverage reliability provided by FirstNet's partner and the cost of coverage compared to other offerings.

**Allowable activities:**

- Activities to convene stakeholder outreach events to continue planning for NPSBN implementation, as requested by FirstNet.

The North Dakota program team has access to state-owned resources, locations, and staff to assist FirstNet as requested, for NPSBN implementation. Additionally, the program team, through the SIEC, has potential access, as available, to municipal locations and resources to support FirstNet implementation needs. As of this time, FirstNet and its partner have not requested support for implementation. Finally, the program team will continue to retain contracted subject matter experts to support implementation decision-making and technical evaluation in support of planning for implementation as required and as funding is available.

## **2. Description of capacity to manage and conduct programmatic activities**

A description of 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

**Overview:** North Dakota will continue to utilize a combination of effective leadership, organization, professional and capable people, and established processes to reliably oversee, manage, and execute programmatic planning activities of the awarded grant and in meeting the grant reporting and compliance requirements as described in the SLIGP Notice of Funding Opportunity.

### **a. Leadership**

A key facet of North Dakota's program is effective leadership across multiple organizations, committees, and associations. Implementation of the SLIGP 2.0 grant will continue to utilize the same leadership team that successfully executed the previous grant. Guided by the North Dakota Governor's vision for unified technology services, the Chief Information Officer oversees the implementation of statewide information technologies under the key principal for providing effective government service. The CIO has already confirmed that the program sponsor for the first grant will continue to lead the team and represent the Information Technology Department in working with other State Agencies and Associations in planning for and implementing collaborative solutions across the state.

### **b. Governance**

Officially established by Governor Jack Dalrymple on September 14, 2012 under Executive Order 2012-10, the Statewide Interoperability Executive Committee, or SIEC, was envisioned as a collaboration among representatives from state agencies and responder groups from across North Dakota counties, townships and cities for the purpose of continually improving effective communication between emergency first responders, emergency management personnel and other emergency service providers critical for federal, state and local governments during an emergency.

During the 63rd Legislative Assembly, the Legislature codified the work of the SIEC, establishing the Committee as a permanent body under NDCC 37-17.3-02.1. with a diverse membership. The 65th Legislative Assembly continued to mature the make-up of the committee, adding three new members, including representatives from the House and Senate as well as adding the ND Indian Affairs Commission to the panel to ensure inclusion across all aspects of North Dakota public safety, planning, procurement, and operations.

### **Membership**

- North Dakota 911 Association
- North Dakota Adjutant General
- North Dakota Department of Emergency Services, State Radio Director's Office
- North Dakota Department of Emergency Services, Division of Homeland Security
- North Dakota Department of Transportation
- North Dakota Emergency Management Association
- North Dakota Emergency Medical Services Association
- North Dakota Fire Chiefs Association

- North Dakota Highway Patrol
- North Dakota Chief Information Officer/Information Technology Department
- North Dakota Police Chiefs Association
- North Dakota Peace Officers Association
- North Dakota Sheriff's and Deputies Association
- North Dakota Indian Affairs Commission
- North Dakota Legislative Assembly, House of Representatives
- North Dakota Legislative Assembly, Senate

The Committee utilizes a central charter to guide Committee mission, vision, and management, including election of officers, compliance with State law, and implementation of legislative guidance and intent. The SIEC serves as the State's central point of coordination and collaboration at the State, Regional, and local level for ensuring active participation in collaborative planning and implementation.

The SIEC has been and will continue to be a central point for fostering statewide discussion and collaboration on successful planning, policy development, and process mapping with the inclusive participation of subject matter experts from across all first responder, technology, and logistics participants in the state and will be the primary conduit for reaching consensus across jurisdictional boundaries for day to day, mutual aid, and task force policy and processes through the use of established state and regional committees, subcommittees, and boards.

**c. Team**

While the North Dakota team has experienced some turnover, the State will continue to use a team of certified experts in communications and project management in place for the last 15 months to guide day to day execution of program objectives and work with and within the identified associations and statewide organizations. The Program Manager is a certified expert in communications with over 15 years of experience in establishing communications networks at the local and regional level and is the Information Technology Department's Manager for all Public Safety Communications programs. The Project Manager is a Project Management Institute certified project manager with 20 years of programmatic and project experience in technology development and implementation at the regional and national level. The team works hand in hand with representatives of the State's key first responder and logistics communities and has established regular communications channels with US DHS Office of Emergency Communications and the FirstNet federal program through their regional representatives.

As part of the program team, the State will continue to utilize contractually-obtained expert advisory and assistance services throughout the course of this grant. Expertise includes experience in frequency management, data collection and assessment, and governance implementation and management. The current contractor was key in maturing state efforts for the collection of data, establishment of program governance, and outreach to state first responders and decision makers. As of this time, the program team will continue to use these services until no longer required.

**d. Programmatic process**

Implementation of an effective and comprehensive FirstNet solution will utilize established process for existing programs within North Dakota, including established communications channels between existing state committees, such as the SIEC and the Emergency Service

Communications Coordinating Committee, and established relationships between committees and state associations representing subject matter experts and counties within North Dakota.

The FirstNet team will also continue to use the established statewide best practices for project management as documented in the approved project management plan. Best practices are derived from a combination of nationally recognized PMI practices for delivery of project management services and the decades of experience provided by the State Project Management Office personnel. Practices are continually updated based on lessons learned and shared across the Project Management Office leadership team and senior project staff. Best practices already rely on the regular collection and reporting of project progress and the same practices will be utilized by the program team to meet grant reporting requirements and compliance with Federal law, including 2 CFR Part 200 Subpart F, 2 CFR Part 170.

Additionally, as part of the programmatic requirements for the original grant, The State Communications Interoperability Plan (SCIP) includes reference and consideration for the use of the FirstNet solution. Strategic Initiatives as amended in December of 2011 include:

1. Develop recommendations for legislation to promote interoperability of State wireless communications systems;
2. Begin the planning process for additional new technology upgrades of the State Radio infrastructure;
3. Address issues requiring increased mobile data bandwidth within the State;
4. Plan and equip for the oncoming Voice over Internet Protocol.

The Statewide Interoperability Coordinator is in the process of initiating a comprehensive update to the SCIP that will include consideration for expanding about broadband wireless usage for public safety response.

**e. Past performance**

The State of North Dakota program team has continually met all reporting and compliance requirements for the SLIGP grant program and will continue to use the same team to ensure compliance for this grant.

### **3. High-level staffing plan**

A high-level staffing plan that clearly designates which individuals or positions will be responsible for fulfilling programmatic and grant management requirements

- a. North Dakota Single Point of Contact (Single Officer) - The Program Single Point of Contact (ND SPOC) is the Governor's designated representative on behalf of the State Government of North Dakota. The ND SPOC provides the vision and directs strategic outcomes. The ND SPOC advises the Governor and represents their views to the Federal Government.
- b. Program Sponsor - The Program Sponsor leads formation and implementation of the program vision and scope, is responsible for conflict resolution, authorizing changes, managing contingencies, leads planning for stakeholder expectation management, and ensuring expected benefits are realized. The Program Sponsor monitors the overall health of the program and reviews all decisions as deemed necessary, including, but not limited to contracts, budget, quality, scope changes, and schedule on behalf of the SIEC and the ND SPOC.
- c. Program Manager - The Program Manager advises the SIEC, the Sponsor, and collaborates with the Project Manager regarding the program. The Program Manager guides planning for business functions, policy, and technology, facilitates effective governance of the program, and leads communication with stakeholders. The Program Manager is responsible for reviewing and recommending activities to the SIEC for acceptance and directs the dissemination of timely information to the stakeholder community. The Program Manager advises the Program Sponsor on the overall health of the program and reviews all decisions on behalf of the Program Sponsor, recommends staffing levels, acquires resources, and validates compliance with program objectives.
- d. Project Manager - The Project Manager is responsible for ensuring that the team completes the program successfully by ensuring the program resolves the problems/needs of the business that led to the origination of the project. As the State-appointed project manager, they ensure requirements are met. He/she reviews and provides guidance and direction on documentation and processes related to cost, schedule, scope, quality (e.g., project management, procurement documents) and is also responsible for securing acceptance and approval of deliverables from the Sponsor and stakeholders. The Project Manager monitors and controls vendor contracts, validates status updates before they are communicated and manages effective communication with the team. He/she assists with the dissemination of timely information to the user community related to implementation status and business decisions. The Project Manager is the primary connection between the program, the team, the vendor, and the Sponsor.
- e. Stakeholders - Stakeholders for this program consist of multiple strategic groups in addition to the people identified above.

- 1) The first group includes the community of public safety staff throughout North Dakota, supporting and responding to public safety needs. This group includes the primary users within the State. They operate within the system infrastructure, rules, practices and policies to provide services to the public.
- 2) The second group of stakeholders consists of a smaller body of policy makers at all levels, usually consisting of experienced, or practiced public safety professionals, responsible for setting policy, practices, and standards, and reaching agreement on mutually supportive operational response.
- 3) The third group of stakeholders consists of personnel responsible for requesting and approving budgets for public safety support, procurement, and operations. This group is directly responsible for submitting budget requests, and allocation of funds (public and private) for procurement of communications systems.
- 4) The fourth group includes the general population within North Dakota. As the primary beneficiaries of the actions of first responders, it is vital that the results of the program improve the ability of responders to reliably safeguard and protect members of the public at large during day to day and major public safety operations.

**North Dakota Budget Narrative**

<b>TOTALS</b>	<b>Total Award</b>	<b>Increment 1</b>	<b>Increment 2</b>
<b>Federal:</b>	<b>\$549,992</b>	<b>\$199,992</b>	<b>\$350,000</b>
<b>Non-Federal:</b>	<b>\$141,017</b>	<b>\$53,787</b>	<b>\$87,230</b>
<b>Total:</b>	<b>\$691,009</b>	<b>\$253,779</b>	<b>\$437,230</b>

<b>Personnel</b>		<b>Increment 1</b>	<b>Increment 2</b>
<b>Federal:</b>	<b>\$98,000</b>	<b>\$38,000</b>	<b>\$60,000</b>
<b>Non-Federal:</b>	<b>\$22,960</b>	<b>\$8,610</b>	<b>\$14,350</b>
<b>Total:</b>	<b>\$120,960</b>	<b>\$46,610</b>	<b>\$74,350</b>

See the Detailed Budget Spreadsheet for calculations.

- Program Manager (Federal): The Program Manager advises the Governor’s designated point of contact, the governing body, and the Sponsor on all program actions and decisions, leads program planning and implementation of the vision and scope, guides strategic planning in business functions, policy, and technology, and facilitates effective governance of the program. The Program Manager directs the dissemination of timely information to the stakeholder community, monitors the overall program health, recommends staffing levels, acquires resources, and validates deliverable compliance with program business objectives. The budgeted costs (50% time) for 2 years are only for the duties associated with public safety broadband and the SLIGP grant. The rest of the program manager’s time is separately funded through complimentary, but separate public safety communications programs. Program activities will include, but not be limited to the following:
  - Perform planning activities to help FirstNet and its partner further identify potential public safety users of the NPSBN
  - Collect data in specific areas identified to be helpful as requested by FirstNet
  - Facilitate planning activities to prepare for emergency communications technology transitions
  - Identify and document on-going coverage needs/gaps within the State
  - Lead stakeholder outreach events to continue planning for NPSBN implementation, as requested by FirstNet
  - Activities to identify and plan for the transition of public safety applications, software, and databases
- Program Sponsor (Non-Federal): The Program Sponsor is responsible for conflict resolution, authorizing changes, managing contingencies, managing stakeholder expectations, and ensuring expected benefits are realized. The Sponsor monitors the overall health of the program and is the day to day approval authority for decisions as deemed necessary including but not limited to contracts, budget, quality, scope changes, and schedule on behalf of the Governor’s designated point of contact, and the governing body. The budgeted costs (10% time) for 2 years are only for the duties associated with public safety broadband and the SLIGP grant. The rest of the program sponsor’s time is separately

funded through complimentary, but separate statewide communications and infrastructure programs.

- **State Staff Meeting Hours (Federal):** This includes multiple state staff members who will be attending or assisting with meetings related to SLIGP activities. These are estimates for the time dedicated to SLIGP activities only. Examples include SIEC, ND 911 Association, coordinating regional public safety boards, and the ND Emergency Services Communications Coordinating Committee. Where applicable, the State Program Manager and Sponsor will provide confirmation of participation via a sign in sheet or by outlook calendar invitation. These hours are set aside to specifically provide for support from other professional personnel, not active on the project on a recurring basis. The budgeted cost for 2 years (424 hours) is based on an unencumbered cost for support.
- **State Staff Meeting Hours (Non-Federal):** This includes multiple state staff members who will be attending or assisting with meetings related to SLIGP activities. These are estimates for the time dedicated to SLIGP activities only. Examples include SIEC and coordinating regional public safety boards. This group includes administrative staff supporting meeting notes, preparation, and coordination. The budgeted cost for 2 years (24 hours) is based on an unencumbered cost for support. These services will be provided as an in-kind match contribution from the state’s general fund and is not from another Federal source.
- **Pre-award activities hours:** This includes state staff time spent preparing the ND SLIGP 2.0 application and is budgeted separately as instructed.

<b>Fringe</b>		<b>Increment 1</b>	<b>Increment 2</b>
<b>Federal:</b>	<b>\$35,584</b>	<b>\$13,798</b>	<b>\$21,786</b>
<b>Non-Federal:</b>	<b>\$8,336</b>	<b>\$3,125</b>	<b>\$5,211</b>
<b>Total:</b>	<b>\$43,920</b>	<b>\$16,923</b>	<b>\$26,997</b>

See the Detailed Budget Spreadsheet for calculations.

- **Program Manager (Federal):** Benefits include FICA, unemployment, and retirement. This position spends 50% of the time on SLIGP. Fringe is calculated at 36.31% of salary budgeted under this program.
- **Program Sponsor (Non-Federal):** Benefits include FICA, unemployment, and retirement. This position spends 10% of the time on SLIGP. Fringe is calculated at 36.31% of salary budgeted under this program.
- **State Staff Meeting Hours (Federal):** Benefits include FICA, unemployment, and retirement. This budget line includes 400 hours planned for support of SLIGP activities. Fringe is calculated at 36.31% of salary budgeted under this program.
- **State Staff Meeting Hours (Non-Federal):** Benefits include FICA, unemployment, and retirement. This budget line includes 24 hours planned for support of SLIGP activities. Fringe is calculated at 36.31% of salary budgeted under this program. These services will be provided as an in-kind match contribution from the state’s general fund and are not from another Federal source.

- Pre-award activities hours: Benefits include FICA, unemployment, and retirement. This budget line includes 50 hours planned for support of SLIGP pre-award preparation activities. Fringe is calculated at 36.31% of salary budgeted under this program.

<b>Travel</b>		<b>Increment 1</b>	<b>Increment 2</b>
<b>Federal:</b>	<b>\$50,062</b>	<b>\$20,633</b>	<b>\$29,429</b>
<b>Non-Federal:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total:</b>	<b>\$50,062</b>	<b>\$20,633</b>	<b>\$29,429</b>

See the Detailed Budget Spreadsheet for calculations.

- In-state travel (Federal): In-state travel includes vehicle mileage, lodging, and per diem. Staff members will drive to various locations across the state to meet with local, regional, and tribal jurisdictions as well as with State agencies, associations, and organizations. Trips will support outcomes as defined and under Program Manager and Sponsor roles described above and will include travel to multiple locations to maximize the value of time spent with stakeholders.
  - Vehicle Mileage: Mileage is based on the State fleet rate of \$0.43/per mile
  - Lodging: The pre-negotiated state hotel rate is \$83.70 per night
  - Per Diem: Per diem State allowance is \$35 in state
- Out of state travel (Federal): Out of state travel includes air travel, lodging, and per diem. Staff members will travel to regional and national FirstNet, and FirstNet-related events to confer with Federal and AT&T management in Washington DC, Dallas, Denver and other locations as required. Estimates for per diem and lodging are based on the metro Washington DC per diem cost posted on the GSA 2018 website
  - Air Travel: Estimated at \$1,000 per flight for 6 trips, 3 staff per trip
  - Lodging: Estimated at \$253 per night for 6 trips, 2 nights each trip, for 3 staff
  - Per Diem: Estimated at \$69 daily Meals and incidentals rate for 6 trips, 2 night each, for 3 staff

<b>Equipment</b>		<b>Increment 1</b>	<b>Increment 2</b>
<b>Federal:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Non-Federal:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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

<b>Supplies</b>		<b>Increment 1</b>	<b>Increment 2</b>
<b>Federal:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Non-Federal:</b>	<b>\$3,851</b>	<b>\$2,351</b>	<b>\$1,500</b>
<b>Total:</b>	<b>\$3,851</b>	<b>\$2,351</b>	<b>\$1,500</b>

See the Detailed Budget Spreadsheet for calculations.

- Meeting Supplies (Non-Federal): This includes but is not limited to, handouts, memory sticks and other general supplies used by the Program Manager and Program Sponsor 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.
- Office Supplies (Non-Federal): 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 Program Manager and Program Sponsor as part of the normal replacement cycle for use locally and abroad for FirstNet and non-FirstNet activities. This item will be provided as an in-kind match contribution from the state’s general fund and is not from another Federal source.

<b>Contractual</b>		<b>Increment 1</b>	<b>Increment 2</b>
<i>Federal:</i>	<b>\$301,412</b>	<b>\$103,529</b>	<b>\$197,883</b>
<i>Non-Federal:</i>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<i>Total:</i>	<b>\$301,412</b>	<b>\$103,529</b>	<b>\$197,883</b>

- Technical advisory and assistance services (Federal): Estimated cost of services in support of event planning; data collection, assessment and recommendations; mapping/revising coverage needs/gaps within the State; stakeholder outreach; and policy, procedure, and practices development. The State will utilize an existing contract or seek a new contract as necessary, for support services. Contract cost is based on the cost of previous services and a general estimate for services not yet costed, to include, but not limited to:
  - Development and publication of newsletters, outreach materials, and training
  - Development and assessment of network performance needs, gaps and current performance
  - Development of processes, policy, and operating procedures across jurisdictions
  - Data collection in specific areas identified to be helpful as requested by FirstNet
  - Planning for emergency communications technology applications, software, and databases, transitions
- Software licensing required to support data collection (Federal): Estimated cost of software licensing necessary to facilitate data collection across the state. Cost of licensing is based on previous costs of existing licenses.
- Contractor Travel (Federal): Cost of travel for one contractor to travel to North Dakota. The current contractor is not located in state and will be required for some on site activities in support of technical services and data collection to complete the work. The estimate is based on two trips per year at in-state rates as cited above and includes airfare, per diem, and lodging. Total cost per trip is estimated at \$1,553.

<b>Construction</b>		<b>Increment 1</b>	<b>Increment 2</b>
<i>Federal:</i>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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

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

<b>Other</b>		<b>Increment 1</b>	<b>Increment 2</b>
<b>Federal:</b>	<b>\$64,934</b>	<b>\$24,032</b>	<b>\$40,902</b>
<b>Non-Federal:</b>	<b>\$105,870</b>	<b>\$39,701</b>	<b>\$66,169</b>
<b>Total:</b>	<b>\$170,804</b>	<b>\$63,733</b>	<b>\$107,071</b>

See the Detailed Budget Spreadsheet for calculations.

- Project Management (Federal): North Dakota is required by D. 1 of OMB A-21 to charge the same rate for the same service across any Federal programs. Because of this, we categorize our project management service as category Other using the same rate that is billed to other Federal programs that ND is involved in. We estimate using 388 hours of this service based on our estimated PM workload (10%).
- Telephone services (Federal): Includes the estimated cost of services for local and cellular phone use in support of program activities at a rate of \$290 per month. This will provide hard line local services in support of programmatic activities. These funds will also support statewide data collection to map cellular performance throughout the state through the combination of software, wireless broadband devices, and services.
- Data processing services (Federal): Includes the estimated cost of services for general purpose computing required to support the program using the average cost for Nov 2016-Oct 2017 at a rate of \$366.33 per month
- Web/graphics services (Federal): Estimated cost to update and maintain program web pages hosted by the State for up to 50 hours over two years at a rate of \$99/hour
- Local Staff Time (Non-Federal): Local, regional and state-wide meetings, workshops, and planning activities supported by jurisdictions at the local, regional and state level not affiliated with the Agency managing the grant (ITD). This includes 53 counties, 18 local municipalities, 6 state agencies, 5 tribal jurisdictions, and 10 statewide associations as well as coordination with the Statewide Interoperability Executive Committee. During the SLIGP 1.0 Grant, the State contributed over 6,000 hours, including 2,500 hours for early data collection and program introduction. This effort will be more focused on planning for transition and development of policies, processes, and guidelines and will not require the same level of participation. This estimate is based on the average cost per hour realized by the previous grant (\$45.13) and accounts for the reduction in time for the grant period 24 vs 36 months, the lower overall grant value, and the type of work to complete to reach completion of matching.
- Application Hosting (Non-Federal): We will use one state server instance to host our project website and any tools needed for data collection activities. The lowest rate available in our secure state datacenter is \$500 per month.

# 2018-NTIA-SLIGP 2.0

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>										
Program Manager/Annual: The Program Manager will spend 50% of their time over two years coordinating stakeholders and planning for implementation of FirstNet services. Salary average is estimated at \$80,000	2	\$40,000.00	\$80,000.00	\$ 30,000	\$ -	\$ 50,000	\$ -	\$ 80,000	\$ -	\$ 80,000
Program Sponsor/Annual: The Program Sponsor will spend 10% of their time over two years coordinating Executive and Legislative Branch oversight and planning for implementation of FirstNet services. Salary average is estimated at \$110,000	2	\$11,000.00	\$22,000.00	\$ -	\$ 8,250	\$ -	\$ 13,750	\$ -	\$ 22,000	\$ 22,000
State Staff Meeting Hours: This includes state staff members who will be attending or assisting with meetings related to SLIGP activities. These are estimates for the time dedicated to SLIGP activities, not the entire meeting length. Examples of these meetings are SIEC, ND 911 Association, Coordinating Regional public safety boards, and the ND Emergency Services Communications Coordinating Committee.	424	\$40.00	\$16,960.00	\$ 6,000	\$ 360	\$ 10,000	\$ 600	\$ 16,000	\$ 960	\$ 16,960
Pre-award activities hours: This includes state staff members time spent preparing the SLIGP application.	50	\$40.00	\$2,000.00	\$ 2,000		\$ -		\$ 2,000	\$ -	\$ 2,000
<b>Total Personnel</b>			<b>\$120,960</b>	<b>\$ 38,000</b>	<b>\$ 8,610</b>	<b>\$ 60,000</b>	<b>\$ 14,350</b>	<b>\$ 98,000</b>	<b>\$ 22,960</b>	<b>\$ 120,960</b>
<b>b. Fringe</b>										
Program Manager: Fringe is calculated at 36.31% of salary, for the portion of time spent on SLIGP 2.0 activities.	36.31%	\$ 80,000.00	\$ 29,048.00	\$ 10,893	\$ -	\$ 18,155	\$ -	\$ 29,048	\$ -	\$ 29,048
Program Sponsor: Fringe is calculated at 36.31% of salary, for the portion of time spent on SLIGP 2.0 activities.	36.31%	\$ 22,000.00	\$ 7,988.00	\$ -	\$ 2,995	\$ -	\$ 4,993	\$ -	\$ 7,988	\$ 7,988
State Staff meeting hours: Fringe is calculated at 36.31% of salary, for the portion of time spent on SLIGP 2.0 activities.	36.31%	\$ 16,960.00	\$ 6,158.00	\$ 2,179	\$ 130	\$ 3,631	\$ 218	\$ 5,810	\$ 348	\$ 6,158
Pre-award activities: Fringe is calculated at 36.31% of salary, for the portion of time spent on SLIGP 2.0 activities.	36.31%	\$ 2,000.00	\$ 726.00	\$ 726	\$ -	\$ -	\$ -	\$ 726	\$ -	\$ 726

Total Fringe			\$ 43,920	\$ 13,798	\$ 3,125	\$ 21,786	\$ 5,211	\$ 35,584	\$ 8,336	\$ 43,920
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c. Travel	Quantity	Unit Cost	Total Cost	Federal		Non-Federal		Federal		Non-Federal		
In state vehicle mileage. The program manager and program sponsor will travel to in-state state, regional, and local meetings totaling 50 trips @ 400 miles (varies by location).	20,000	\$ 0.43	\$ 8,600.00	\$ 3,225	\$ -	\$ 5,375	\$ -	\$ 8,600	\$ -	\$ 8,600	\$ -	\$ 8,600
Lodging (In-state) North Dakota has pre-negotiated state hotel rates of \$83.70 statewide. The program manager and program sponsor will plan for an average of two nights per each of the regional and state-wide meetings, county visits, and planning sessions conducted outside of the local State Capital area for a total of 100 nights over a two year period.	100	\$ 83.70	\$ 8,370.00	\$ 5,000	\$ -	\$ 3,370	\$ -	\$ 8,370	\$ -	\$ 8,370	\$ -	\$ 8,370
Per Diem (In State) State allowance is \$35 in state. The program manager will spend two nights per each of the regional and state-wide meetings, county visits, and planning sessions conducted outside of the local State Capital area for a total of 100 nights over a two year period.	100	\$ 35.00	\$ 3,500.00	\$ 1,312	\$ -	\$ 2,188	\$ -	\$ 3,500	\$ -	\$ 3,500	\$ -	\$ 3,500
Air Travel. We estimate \$1000/flight. We estimate sending 3 people to 3 trips per year over 2 years, totalling 18 round-trip flights.	18	\$ 1,000.00	\$ 18,000.00	\$ 6,750	\$ -	\$ 11,250	\$ -	\$ 18,000	\$ -	\$ 18,000	\$ -	\$ 18,000
Lodging (out of state)We used the average GSA maximum lodging rate for DC metro from Jan-Aug 2018 to calculate \$253/night. We estimate sending 3 people to 3 trips per year with 2-night stays for each trip over 2 years, totaling (36) nights of out of state lodging.	36	\$ 253.00	\$ 9,108.00	\$ 3,415	\$ -	\$ 5,693	\$ -	\$ 9,108	\$ -	\$ 9,108	\$ -	\$ 9,108

Per Diem (Out of State) We used the DC Metro GSA per diem rate of \$69. We estimate sending 3 people to 3 trips per year with two night stays for each trip over 2 years, totaling (36) days of out of state.										
	36	\$ 69.00	\$ 2,484.00	\$ 931	\$ -	\$ 1,553	\$ -	\$ 2,484	\$ -	\$ 2,484
<b>Total Travel</b>			<b>\$ 50,062.00</b>	<b>\$ 20,633</b>	<b>\$ -</b>	<b>\$ 29,429</b>	<b>\$ -</b>	<b>\$ 50,062</b>	<b>\$ -</b>	<b>\$ 50,062</b>
<b>d. Equipment</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>	<b>Federal</b>	<b>Non-Federal</b>	<b>Federal</b>	<b>Non-Federal</b>	
			\$ -	\$0				\$ -		
<b>Total Equipment</b>			<b>\$ -</b>	<b>\$0</b>	<b>\$ -</b>			<b>\$ -</b>		<b>\$ -</b>

<b>e. Supplies</b>				<b>Federal</b>	<b>Non-Federal</b>	<b>Federal</b>	<b>Non-Federal</b>	<b>Federal</b>	<b>Non-Federal</b>	
<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>								
Meeting supplies to include but not limited to, handouts, memory sticks, estimated at \$150 x 8 quarters	8	\$ 150.00	\$ 1,200.00	\$ -	\$ 450	\$ -	\$ 750	\$ -	\$ 1,200	\$ 1,200
General Office supplies, to include but not limited to copy paper,pens,binders, etc - average estimate \$50.00 per month	24	\$ 50.00	\$ 1,200.00	\$ -	\$ 450	\$ -	\$ 750	\$ -	\$ 1,200	\$ 1,200
Laptops, hardware for 3 Laptops (\$2419 each but FTE allocation for 3 positions is 60% = \$1,451)	0.6	\$ 2,419.00	\$ 1,451.00	\$ -	\$ 1,451	\$ -	\$ -	\$ 0	\$ 1,451	\$ 1,451
<b>Total Supplies</b>			<b>\$ 3,851.00</b>	<b>\$ -</b>	<b>\$ 2,351</b>	<b>\$ -</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ 3,851</b>	<b>\$ 3,851</b>
<b>f. Contractual</b>				<b>Federal</b>	<b>Non-Federal</b>	<b>Federal</b>	<b>Non-Federal</b>	<b>Federal</b>	<b>Non-Federal</b>	
<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>								
Technical Advisory and Assistance Services: Estimated cost of services in support of event planning; data collection, assessment and recommendations; mapping/revising coverage needs/gaps within the State; stakeholder outreach; and policy, procedure, and practices development. (adjusted for time to draft and award tasks during Increment 1)	4160	\$ 70.00	\$ 291,200.00	\$ 99,200		\$ 192,000		\$ 291,200	\$ -	\$ 291,200
Software licensing required to support data collection	2	\$ 2,000.00	\$ 4,000.00	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 4,000	\$ -	\$ 4,000
Contractor Travel - North Dakota provides contractors reimbursement for travel expenses based on state travel guidelines. One contractor completing two trips per year over two years, to North Dakota for two nights/three days each, with a hotel rate of \$83.70, daily per diem of \$35, and 200 vehicle miles at \$0.43/mile. Total per trip is estimated 553/person. Additionally, we use the same estimate for air travel as for State employees (\$1,000 per trip)	4	\$ 1,553.00	\$ 6,212.00	\$ 2,329		\$ 3,883		\$ 6,212	\$ -	\$ 6,212
<b>Total Contractual</b>			<b>\$ 301,412.00</b>	<b>\$ 103,529</b>	<b>\$ -</b>	<b>\$ 197,883</b>	<b>\$ -</b>	<b>\$ 301,412</b>	<b>\$ -</b>	<b>\$ 301,412</b>

g. Other	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal	
Project Management - North Dakota is required by D. 1 of OMB A-21 to charge the same rate for the same service across any Federal programs. Because of this, we categorize our project management service as category Other using the same rate that is billed to other Federal programs that ND is involved in. We estimate using 388 hours of this service based on our estimated PM workload (10%).	388	\$ 114.00	\$ 44,232.00	\$ 16,269	\$ -	\$ 27,963	\$ -	\$ 44,232	\$ -	\$ 44,232
Telephone Services	24	\$ 290.00	\$ 6,960.00	\$ 2,610	\$ -	\$ 4,350	\$ -	\$ 6,960	\$ -	\$ 6,960
Data processing services	24	\$ 366.33	\$ 8,792.00	\$ 3,297	\$ -	\$ 5,495	\$ -	\$ 8,792	\$ -	\$ 8,792
Web/graphics services	50	\$ 99.00	\$ 4,950.00	\$ 1,856	\$ -	\$ 3,094	\$ -	\$ 4,950	\$ -	\$ 4,950
Local Staff Time - In-kind match; Local staff participation in local, regional, and state-wide meetings, data collection, assessment and recommendations; mapping/revising coverage needs/gaps within the State; stakeholder outreach; and policy, procedure, and practices development.	2080	\$ 45.13	\$ 93,870.00	\$ -	\$ 35,201	\$ -	\$ 58,669	\$ -	\$ 93,870	\$ 93,870
Application Hosting - We will use one state server instance to host our project website and any tools needed for data collection activities. This is the smallest rate available in our secure state datacenter.	24	\$ 500.00	\$ 12,000.00	\$ -	\$ 4,500	\$ -	\$ 7,500	\$ -	\$ 12,000	\$ 12,000
<b>Total Other</b>			<b>\$ 170,804.00</b>	<b>\$ 24,032</b>	<b>\$ 39,701</b>	<b>\$ 40,902</b>	<b>\$ 66,169</b>	<b>\$ 64,934</b>	<b>\$ 105,870</b>	<b>\$ 170,804</b>
<b>TOTALS</b>			<b>\$ 691,009</b>	<b>\$ 199,992</b>	<b>\$ 53,787</b>	<b>\$ 350,000</b>	<b>\$ 87,230</b>	<b>\$ 549,992</b>	<b>\$ 141,017</b>	<b>\$ 691,009</b>

Match Proportion:	79%	21%	80%	20%	80%	20%
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## 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>Sheldon Wolf</p>	<p>TITLE</p> <p>Director</p>
<p>APPLICANT ORGANIZATION</p> <p>State of North Dakota - Information Technology Department</p>	<p>DATE SUBMITTED</p> <p>12/28/2017</p>

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

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

**LOBBYING**

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

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

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

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

**\* NAME OF APPLICANT**

State of North Dakota - Information Technology Department

**\* AWARD NUMBER**

2018-NTIA-SLIGP-2

**\* PROJECT NAME**

ND SLIGP 2.0

<b>Prefix:</b>	<b>* First Name:</b>	<b>Middle Name:</b>
	Shawn	

<b>* Last Name:</b>	<b>Suffix:</b>
Riley	

**\* Title:** Director

**\* SIGNATURE:**

Sheldon Wolf

**\* DATE:**

12/28/2017

## Dame, Michael

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**From:** Harris, Thomas M. <tharris@nd.gov>  
**Sent:** Monday, February 12, 2018 4:19 PM  
**To:** Dame, Michael  
**Cc:** Schell, Duane M.; Walker, Derrick S.  
**Subject:** SLIGP 2.0 Application -- Programmatic Review

Michael,

I'm submitting the below statement on behalf of North Dakota. Key personnel across the State are currently fully engaged today and tomorrow in a Governor's key term initiative involving multiple administrative Agencies of State Government and unable to respond. Therefore, I certify as the State of North Dakota project manager facilitating and supporting the ND FirstNet project, that the forthcoming Governor Designation letter will reaffirm the March 2013 designation of the North Dakota Information Technology Department as the official State Agency for SLIGP 2.0.

If you have any questions or concerns regarding this statement, I can be reached at the below phone number for fastest response and engagement. Thanks again for your time, consideration, and patience.

Very Respectfully,

Tom  
Thomas M. Harris  
Project Manager

=====  
State of North Dakota, Information Technology Department (ITD)  
4201 Normandy St, Bismarck, ND 58503  
(Desk) 701-328-7391  
(Cell) 701-425-7821 | [tharris@nd.gov](mailto:tharris@nd.gov)

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**From:** Harris, Thomas M.  
**Sent:** Friday, January 19, 2018 11:49 AM  
**To:** 'Dame, Michael' <MDame@ntia.doc.gov>  
**Cc:** Schell, Duane M. <dschell@nd.gov>; Walker, Derrick S. <dswalker@nd.gov>  
**Subject:** RE: SLIGP 2.0 Application -- Programmatic Review

Mike,

Per your request, all noted discrepancies below were implemented in the grant application documentation. As a result, we are submitting the revised documents. Other documents not attached did not require revision based on your feedback:

- Budget detailed worksheet
- Budget narrative
- SF424\_2\_1 V2.1



— State of —  
**North Dakota**  
*Office of the Governor*

Jack Dalrymple  
*Governor*

March 12, 2013

State and Local Implementation Grant Program  
Office of Public Safety Communications (OPSC)  
National Telecommunications and Information Administration  
U.S. Department of Commerce  
1401 Constitution Avenue, NW  
HCHB, Room 7324  
Washington, DC 20230

Dear Mr. Dame,

The official state agency for the State and Local Implementation Grant Program for the State of North Dakota is the North Dakota Information Technology Department.

The contact person is Lisa Feldner, CIO, 600 East Boulevard Avenue, Department 112, Bismarck, ND 58505. Her email address is [lfeldner@nd.gov](mailto:lfeldner@nd.gov) and phone number is (701) 328-3193.

Sincerely,

  
Jack Dalrymple  
Governor

37:74:58