

Personnel Costs by Class Fund by Department

EmpID	Lname	Title	~FTE	Salary	Longevity	FICA	RETIRE	INSUR	WC	SUMXFAAC
Fund: 19401		Department: 8800103		Cost Center: 090C009007						
Appropriated		Finance and Administration			Administrative			Ray Hankins		
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109091	Gherezgiher	Special Projects Man	100%	100,000	2,400	7,833	17,217	15,753	473	143,676
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242221	Meyer	Administrative Offic	100%	80,000	0	6,120	13,521	12,074	370	112,085
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Cost Center Total by Fund			14.00	1,179,601	11,504	87,516	198,454	197,974	5,503	1,680,552
Department Total by Fund			14.00	1,179,601	11,504	87,516	198,454	197,974	5,503	1,680,552
19401	Appropriated	Fund Totals	14.00	1,179,601	11,504	87,516	198,454	197,974	5,503	1,680,552

Fund: 57602		Department: 8800103		Cost Center: 090C009009						
Appropriated S		Finance and Administration			Finance			Ray Hankins		
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136897	Hankins	Administrative Offic	100%	90,000	2,800	7,099	15,633	7,691	429	123,652
166992	McMichael	Administrative Offic	100%	40,000	250	3,079	6,962	18,511	186	68,988
111200	Menefee	Fiscal Director	100%	65,800	0	5,033	11,178	12,074	304	94,389
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Cost Center Total by Fund			6.00	360,020	5,176	27,935	61,540	66,867	1,688	523,226
Department Total by Fund			6.00	360,020	5,176	27,935	61,540	66,867	1,688	523,226

Fund: 21000		Department: 8800205			Cost Center: 090C009086					
Revolving - Cen		Public Safety			Bureau of Investigation - OSBI				Ben Gherezgiher	
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107080	Williams	Information Sys Serv	100%	37,716	1,250	2,980	6,750	15,753	180	64,629
Cost Center Total by Fund			20.00	1,008,150	18,380	78,520	173,222	221,381	4,740	1,504,393

Fund: 21000		Department: 8800205			Cost Center: 090C009089					
Revolving - Cen		Public Safety			Council on Law Enforcement Educati				Ben Gherezgiher	
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Cost Center Total by Fund			1.00	65,000	250	4,991	10,766	7,691	301	88,999

Fund: 21000		Department: 8800205			Cost Center: 090C009090					
Revolving - Cen		Public Safety			Narcotics & Dangerous Drugs Contr				Ben Gherezgiher	
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Cost Center Total by Fund			3.00	202,429	2,750	15,695	34,495	54,399	947	310,715



State of Oklahoma
Office of Management and Enterprise Services

March 17, 2014

Ms. Ebony Simmons
NIST Grants Specialist
100 Bureau Drive, MS 1650
Gaithersburg, MD 20899-1650
(301) 975-4166

RE: GRANT 40-10-S13040 (SLIGP) Budget Modification Fringe Explanation

Dear Ms. Simmons:

Per your request, we have listed below the reasons for adjusting the SLIGP match budget to include fringe:

- Fringe was added to our match calculation because these expenses are correct and actual costs incurred by the State that are allowed as match for this project, though they were left out of the initial grant application.
- Fringe unit costs were updated in the instances where individuals are current State employees and we have fiscal year 2013 fringe actuals and fiscal year 2014 OMES budgeted amounts.

Please let me know if you have any questions or require any additional information regarding this change.

Respectfully,

A handwritten signature in black ink, appearing to read "Ben Gherezgiher".

Ben Gherezgiher
Director of Information Technology
Public Safety Business Segment
Office of Management & Enterprise Services - ISD

State of Oklahoma SLIGP Detailed Budget Spreadsheet

Category	Detailed Description of Budget (for full grant period)			Breakdown of Costs		Comments
	Unit Cost	Quantity	Total Cost	Federal	Non-Federal	
a. Personnel						
Steering Committee - 3 years						
Grant Manager - Public Safety Seg. Dir., will spend 25% x 3 years	100,000	25%	\$75,000		\$75,000	Reduce salary budgeted from \$105,000 to \$100,000 and reduce time from 35% to 25%
ODOT Radio Sys. Manager x 3 years	53,748	20%	\$32,249		\$32,249	
LTE/IpMPLS/Network Phase x 3 years	45,588	35%	\$47,867		\$47,867	Reduce time budgeted from 50% to 35%
Admin. Support/Grant Support x 3 years	37,716	40%	\$45,259		\$45,259	Reduce time budgeted from 50% to 40%
Admin. Technical Oversight - 3 years						
Infrastructure Manager x 3 years	45,588	25%	\$33,507		\$33,507	Reduce time budgeted from 30% to 25%
Legal Attorney x 3 years	80,000	5%	\$12,000		\$12,000	Increase salary budgeted from \$73,598 to \$80,000 and reduce time from 25% to 5%
Communication/Field Support x 3 years	45,588	50%	\$68,382		\$68,382	
Accountant x 3 years	44,000	5%	\$6,468		\$6,468	Reduce salary budgeted from \$45,500 to \$44,000 and reduce time from 36% to 5%
Total Personnel			\$320,733	\$0	\$320,733	
b. Fringe Benefits						
Add fringe benefits to balance reduction in time above. Budgeted fringe based on fy14 budget for current employees.						
Grant Manager - Public Safety Seg. Dir., will spend 35% x 3 years	43,676	25%	\$32,757		\$32,757	FY14 Budgeted
ODOT Radio Sys. Manager x 3 years	25,476	20%	\$15,286		\$15,286	FY14 Budgeted
LTE/IpMPLS/Network Phase x 3 years	30,285	35%	\$31,799		\$31,799	FY14 Budgeted
Admin. Support/Grant Support x 3 years	29,913	40%	\$35,896		\$35,896	FY14 Budgeted
Admin. Technical Oversight - 3 years						
Infrastructure Manager x 3 years	15,956	25%	\$11,728		\$11,728	
Legal Attorney x 3 years	32,085	5%	\$4,813		\$4,813	FY14 Budgeted
Communication/Field Support x 3 years	15,956	50%	\$23,934		\$23,934	
Accountant x 3 years	28,988	5%	\$4,260		\$4,260	FY14 Budgeted
Total Fringe Benefits			\$160,471	\$0	\$160,471	
c. Travel						
Stakeholders Travel - Phase I Hotel average - \$85 Per Diem Average - \$55 x 200	\$140	200	\$28,000	\$28,000	\$0	
Stakeholders Travel - Phase II Hotel average - \$85 Per Diem Average - \$55 x 250	\$140	250	\$35,000	\$35,000	\$0	
Phase II - Complete State and partner Infrastructure Review (average 6 participants/county). Mileage costs for this venture.	\$0.565	166,154	\$93,877	\$93,877	\$0	
Phase I - Leadership Pre-Award 3 Day (Leadership) Seminar estimated expenses Transportation \$800 x 10 individuals = \$8,000 Per Diem \$75 x 3days x 10 individuals = \$2,250 Hotel Days \$100x 3days x 10individuals = \$3,000 Total = \$13,250 (pre-award)	\$13,250	1	\$13,250	\$13,250	\$0	
Phase II - Leadership 3 Day (Nat) Seminar estimated expenses Transportation \$800 x 10 = \$8,000 Per Diem \$75 x 3days x 10 = \$2,250 Hotel Days \$100x 3days x 10 = \$3,000 Total = \$13,250	\$13,250	1	\$13,250	\$13,250	\$0	
Phase I - (Leadership) National, regional, state, local, tribal meetings for State local, PM and PS broadband related State, Local, tribal meetings - transportation, per diem & hotel expenses post award Hotel \$81 x 25 individuals x 4 regional = \$8,100 Per Diem \$66 x 25 individuals x 4 regional = \$6,600 Mileage 565 x 25 individuals x approx. 56 miles x 4 regional = \$3,154 Estimated total \$17,854	\$17,854	1	\$17,854	\$17,854	\$0	
Phase II - Leadership State, Local, tribal meetings - transportation, per diem & hotel expenses post award Hotel \$81 x 25 individuals x 4 regional = \$8,100 Per Diem \$66 x 25 individuals x 4 regional = \$6,600 Mileage 565 x 25 individuals x approx. 56 miles x 4 regional = \$3,154 Estimated total \$17,854	\$17,854	1	\$17,854	\$17,854	\$0	
Total Travel			\$219,085	\$219,085	\$0	
d. Equipment						
NA						
Total Equipment			\$0	\$0	\$0	
e. Supplies						
3 Laptops for training	1167.00	3	\$3,501	\$3,501	\$0	
Webex (for 10 with encryption)	90.00	10	\$900	\$900	\$0	
Portable Projectors	433.00	3	\$1,299	\$1,299	\$0	
Computer software	843.30	3	\$2,530	\$2,530	\$0	

Total Supplies			\$8,230	\$8,230	\$0
f. Contractual	Unit Cost	Quantity	Total Cost	Federal	Non-Federal
Phase I - Consultant Services - manage regional meetings, establish governance, develop tribal procedures, create education & outreach process, develop MOU, identify users, Staff planning & plan preparation costs. Approx. 4,719 hours @\$136 hr. = \$641,781 Consultant Travel Estimate - Phase I including Flights, hotels, meals, taxi, fuel & rental for the duration of Phase I = \$102,000	\$743,781	1	\$743,781	\$743,781	\$0
Phase I Estimated Travel Costs estimates (18 months) Travel Costs: Flight \$35,000 Travel Costs: Hotel/day \$27,000 Travel Costs: Meals \$20,000 (taxi, mileage, fuel, rental) \$20,000 Project Team Travel \$102,000					
Phase II - Consultant Services - evaluate existing database & comparison w/NTIA requirements, infrastructure review, site visits & write-ups, aggregate data, GIS database for site map, support FirstNet meetings and preparation Approx. 5,138 hrs. @\$136 hr. = \$698,718 Consultant Travel Estimate - Phase II including Flights, hotels, meals, taxi, fuel & rental for duration of Phase II = \$103,000	\$801,718	1	\$801,718	\$801,718	\$0
Phase 2 Estimated Travel Costs estimates (18 months) Travel Costs: Flight \$36,000 Travel Costs: Hotel/day \$27,000 Travel Costs: Meals \$20,000 (taxi, mileage, fuel, rental) \$20,000 Project Team Travel \$103,000					
Summits in 8 Regional locations 3 area/one AM & PM (3 AM/PM Make-up up events per region (32 days - 64 events) Trainer @\$38 Hr.x10hrs=\$380 Training location Costs (full day) \$500 Travel mileage @ 565 x 177 = \$100 per diem \$87 ave x 2 = \$174 Trainer materials (printing, overheads, etc.) \$46 Miscellaneous items (equip. use charges) \$100	\$1,300	32	\$41,600	\$41,600	\$0
Central Summits 3 areas AM & PM with one AM/PM (Make UP) (4 days - 8 events) Trainer @\$38 Hr.x10hrs=\$380 Training location Costs (full day) \$500 Travel (mileage @ 565 x 177 = \$100 per diem \$87 ave x 2 = \$174 Trainer materials (printing, overheads, etc.) \$46 Miscellaneous items (equip. use charges) \$100	\$1,300	4	\$5,200	\$5,200	\$0
Overnight stay estimates for regional summit trainers (\$85 a night for 20 nights for summits over 3 hours away from OKC)	\$85	20	\$1,700	\$1,700	\$0
Website (10 pages Design & maintenance) Estimate from previous agency website production by a state agency around \$1,000 per page for development and maintenance	10,000		\$10,000	\$10,000	\$0
Public Relations - Mailings, news releases & blasts (Use Journalism interns paid @ \$20 per hour) 225 hours of work	\$20	225	\$4,500	\$4,500	\$0
Contract lawyer @\$150 Hr. for 400 hrs.	\$150	400	\$60,000	\$60,000	\$0
Presentation video production - 2 versions CD & web by state contractor for video production (Rate based on a similar production made for a state agency)	\$10,000	1	\$10,000	\$10,000	\$0
Total Contractual			\$ 1,678,499	\$1,678,499	\$0
g. Construction	Unit Cost	Quantity	Total Cost	Federal	Non-Federal
N/A			\$0		
Total Construction			\$0	\$0	\$0
h. Other	Unit Cost	Quantity	Total Cost	Federal	Non-Federal
Training materials for 16,000 @estimated \$1 ea. (Printing of small packet for each attendee 6 pages plus a cover)	\$1	16,000	\$16,000	\$16,000	
Publication (20,000 trifold brochures) 8 1/2 x 11, 30# glossy, folded, design \$300, \$2,700 printing of 16,000 @ approx. \$.19 per publication	\$0.19	16,000	\$3,000	\$3,000	
Total Other			\$19,000	\$19,000	\$0
Total Direct Charges			\$2,406,018	\$1,924,814	\$481,204
i. Indirect Costs	Unit Cost	Quantity	Total Cost	Federal	Non-Federal
Total Indirect			\$0	\$0	\$0
TOTALS			\$2,406,018	\$1,924,814	\$481,204

Introduction

The state of Oklahoma plans execute all of the objectives and tasks outlined in our narrative and the project feasibility white paper submitted to FirstNet. The budget narrative briefly addresses some of the major area of responsibility for each budgeted item listed below. We have listed contractual vendor consulting resources to assist in all major objectives in addition to the state and local resources that will be participation in the initiative. The vendor resources are listed in the contractual section below. The state personnel resources identified as part of the already working steering committee and other personnel identified as State resources are available to work with the vendors once contracted.

Budget Narrative

Personnel:

Federal:	\$0
Non-Federal:	\$320,733
Total:	\$320,733

NOTE: See the Detailed Budget Spreadsheet for calculations.

- **Grant Manager (Non-Federal – In-kind State General Fund):** The Public Safety Segment Director within the CIO's office will provide oversight for the SLIGP grant, ensuring that all activities are completed on time and within budget. He will be the primary point of contact for consultation with FirstNet, and will work to expand the State's governance structure. He will direct and monitor grant activities for Phase I & II using 35% of his time for 3 years. Furthermore, he will lead the steering committee meetings and work groups to ensure all grant project objectives are fulfilled. The budgeted costs are only for the duties associated with public safety broadband and the SLIGP grant, not the additional land mobile radio and other public safety communication responsibilities.
- **ODOT Radio Systems Manager (Non-Federal – In-kind State General Fund):** The ODOT Radio Systems Manager will spend 20% of the time consulting as well as provided needed leadership on the existing systems available from this state agency for Phase I & II for the 3 year period. Attending steering committee meetings and work groups to ensure all grant project objectives are fulfilled.
- **LTE/IP-MPLS/Network Manager (Non-Federal – In-kind State General Fund):** This manager will use 50% of his time providing expertise and leadership working with the consultants to address these areas of expertise on existing infrastructure and future development plans for Phase I & II spending 50% of his time for the 3 year period, attending steering committee meetings and work groups to ensure all grant project objectives are fulfilled.
- **Administrative Support/Grant Support (Non-Federal – In-kind State General Fund):** This administrative person would assist the grant manager and consultants in management support, including assisting in completing progress reports, managing the project's budget, and communicating to the steering committee for Phase I & II spending

50% of her time for the 3 year grant period. Attending steering committee meetings and work groups providing clerical documentation and coordination.

- **Infrastructure Manager (Non-Federal – In-kind State General Fund):** The infrastructure manager will spend 30% of his time attending steering committee meetings and work groups to ensure all grant project objectives are fulfilled.
- **Legal Attorney (Non-Federal – In-kind State General Fund):** The attorney will provide legal expertise for 25% of his/her time 3 year period for state accountability with the stakeholders and advising PSBN grant manager on legal matters.
- **Communication/Field Support (Non-Federal – In-kind State General Fund):** These personnel will provide direction in the study of existing infrastructure and site mapping. The Communication/Field support personnel will spend 50% of their time working with the contract consultant in provided expertise and direction for the 3 year period.
- **Accountant (Non-Federal – In-kind State General Fund):** The accountant will assist with 36% of his/her time in following the financial dealings of the grant and monitoring the progress for 3 years.

Fringe:

Federal:	\$0
Non-Federal:	\$160,471
Total:	\$160,471

NOTE: NA

Travel:

Federal:	\$219,085
Non-Federal:	\$0
Total:	\$219,085

NOTE: See the Detailed Budget Spreadsheet for calculations

- **Mileage for Working Group Meetings for Stakeholders for Phase I & II (100% Federally funded):** Staff members will drive to various locations across the state to participate in meetings with local and tribal jurisdictions to raise awareness of the PSBN, discuss local and tribal needs, and identify potential network users. Calculations for travel, \$85 for Hotel average and \$55 average for Per Diem for 200 = \$28,000
- **Travel for Regional and National Meetings with FirstNet for Phase I & II (100% Federally funded):** Staff will attend national and regional conferences to meet with FirstNet and share information and collaborate with other grant recipients. Travel costs include airfare, hotel, and per diem. Calculations for travel, \$85 for Hotel average and \$55 average for Per Diem for 250 - \$35,000
- **Phase II (100% Federally Funded) - Complete State and partner Infrastructure Review (average 6 participants/county).** Mileage costs for this venture @ .565 per mile for 166,154 miles

- **3 Day Pre-Award Seminar (100% Federally Funded) Phase I** - State, local, tribal, national meetings for State local, PM and PS broadband related meetings, attendance for 10.
- **3 Day Post-Award Seminar (Federally Funded) Phase II** - State, local, tribal, national meetings for state local, PM and PS broadband related meetings, attendance for 10.
- **Phase I Leadership:** Staff members will attend broadband related national, regional, state, local and tribal meetings. Travel costs include hotel, mileage and per diem. Calculations for travel, \$81 for Hotel average, \$66 average for Per Diem, and 56 miles @ .565 per mile for 25 individuals to 4 regional meetings = \$17,854
- **Phase II Leadership:** Staff members will attend broadband related national, regional, state, local and tribal meetings. Travel costs include hotel, mileage and per diem. Calculations for travel, \$81 for Hotel average, \$66 average for Per Diem, and 56 miles @ .565 per mile for 25 individuals to 4 regional meetings = \$17,854

Equipment:

Federal:	\$0
Non-Federal:	\$0
Total:	\$0

NOTE: See the Detailed Budget Spreadsheet for details.

Supplies:

Federal:	\$8,230
Non-Federal:	\$0000
Total:	\$8,230

NOTE: See the Detailed Budget Spreadsheet for calculations

- **Supplies (100% Federal funded):** We have included 3 laptops for training, Webex for 10 with encryption, 3 portable projectors for presentation in areas where none would be available and the computer software to accomplish the tasks.

Contractual:

Federal:	\$1,678,499
Non-Federal:	\$0000
Total:	\$1,678,499

NOTE: See the Detailed Budget Spreadsheet for calculations

- **Phase I - Consultant Services (100% Federally funded)** - manage regional meetings, establish governance, develop tribal procedures, create education & outreach process, develop MOU, Identify users, develop service sustainability models, develop a radio service consolidation and staffing plan, identify plan preparation costs.
- **Phase II - Consultant Services (100% Federally funded)** - evaluate existing database & comparison w/NTIA requirements, infrastructure review, site visits & write-ups, aggregate data, GIS database for site map, support FirstNet meetings and preparation
- **Summits in 8 Regional locations 3 area/one AM & PM (100% Federally funded)** - (3 AM/PM Make-up events per region (32 days - 64 events). We will contract with trainers using college Journalism Departments and other experts to accomplish this task and use our local experts to assist.
- **Central Summits 3 areas AM & PM (100% Federally funded)** with one AM/PM Make UP (4 days - 8 events) We will contract with trainers using college Journalism Departments and other experts to accomplish this task and use our local experts to assist.
- **Overnight stay estimates for regional summit trainers (100% Federally funded)** – Some overnight stays will be necessary for some of the outlying areas for the regional summits due to the length of the drive. We have estimated 20 for a trainer and a possible staff expert.
- **Website Development and Maintenance (100% Federally funded):** The State will contract with a website development firm to create and maintain a website for the purpose of public awareness and education on the PSBN. The site would also be used by team, work group, and committee members for reviews and status updates.
- **Public Relations - Mailings, news releases & blasts (100% Federally funded):** The state will contract with journalism interns to produce appropriate information in publications to reach the target audience.
- **Contract lawyer (100% Federally funded)** – The state will need to contract with a lawyer for assistance with memorandum of agreements with the Stakeholders.
- **Presentation video production (100% Federally funded)** - The production of 2 versions CD & web of an informative video explaining the broadband initiative and the benefits for Stakeholders to use to distribute information further and to add to our web content.

Construction:

Federal:	\$0
Non-Federal:	\$0
Total:	\$0

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

Other:

Federal:	\$19,000
Non-Federal:	\$00000
Total:	\$19,000

NOTE: See the Detailed Budget Spreadsheet for calculations

- **Training materials for 16,000 (100% Federally funded)** – printing costs for an attendee packet, to be available for those in-person and to be carried back for those reviewing the material provided.
- **Publication (100% Federally funded):** As part of the State’s education and outreach activities, we plan to produce a 3-fold brochure that provides information on the PSBN and how it can be used by various public safety entities. We plan to print copies and distribute them at meetings with local and tribal jurisdictions.

Indirect:

Federal:	0
Non-Federal:	0
Total:	0

NOTE: N/A

	\$ 481,204
TOTALS	\$2,406,018
Federal:	\$1,924,814
Non-Federal:	
Total:	

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Phase I - Public Safety Broadband Network Initiative	(2) Phase II - Public Safety Broadband Network Initiative	(3)	(4)	
a. Personnel	\$ 160,366.00	\$ 160,367.00	\$	\$	\$ 320,733.00
b. Fringe Benefits	80,235.00	80,236.00			160,471.00
c. Travel	59,104.00	159,981.00			219,085.00
d. Equipment					
e. Supplies	8,230.00				8,230.00
f. Contractual	876,781.00	801,718.00			1,678,499.00
g. Construction					
h. Other	19,000.00				19,000.00
i. Total Direct Charges (sum of 6a-6h)	1,203,716.00	1,202,302.00			\$ 2,406,018.00
j. Indirect Charges					\$
k. TOTALS (sum of 6i and 6j)	\$ 1,203,716.00	\$ 1,202,302.00	\$	\$	\$ 2,406,018.00
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Phase I - Public Safety Broadband Network Initiative (18 months)	\$ <input type="text"/>	\$ 240,601.00	\$ <input type="text"/>	\$ 240,601.00	
9. Phase II - Public Safety Broadband Network Initiative (18 months)	<input type="text"/>	240,603.00	<input type="text"/>	240,603.00	
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"/>	
12. TOTAL (sum of lines 8-11)	\$ <input type="text"/>	\$ 481,204.00	\$ <input type="text"/>	\$ 481,204.00	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 963,115.00	\$ 300,000.00	\$ 263,015.00	\$ 200,100.00	\$ 200,000.00
14. Non-Federal	\$ <input type="text"/>	0.00	0.00	0.00	0.00
15. TOTAL (sum of lines 13 and 14)	\$ 963,115.00	\$ 300,000.00	\$ 263,015.00	\$ 200,100.00	\$ 200,000.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. Phase II - Public Safety Broadband Network Initiative (2015)	\$ 961,699.00	\$ <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"/>	
20. TOTAL (sum of lines 16 - 19)	\$ 961,699.00	\$ <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"/>					