ORIGINAL

V.I. BUREAU OF INFORMATION TECHNOLOGY
SLIGP DETAILED BUDGET SPREADSHEET

Category	Detailed Description of Budget (for full			Breakdown of Cost	
a. Personnel	Quantity	Unit Cost	Total Cost	Federal	* Non-Federal
Program Manager # I Program Manager #1 will spend 100% of the time on the SLIGP grant activities for 16 pay periods in year 1 (26 pay periods = one year). The Program Manager annual salary is $40,000 ($2,500 per pay period times 16 pay periods $2,500 x 16 = $40,000). $40,000 x 100%=$40,000.	16 pay periods	$ 2,500.00	$ 40,000.00	$ 40,000.00	$0
Program Manager # I The Program Manager will spend 100% of the time on the SLIGP grant activities for Years 2 and 3. The Program Manager annual Salary is $65,000. $65,000 x 100% x 2= $130,000.	2	$65,000.00	$ 130,000.00	$ 130,000.00	$0
Program Manager # II will spend 100% of her time 5 hours a day for 10 days per pay period part-time at a Salary of $31.25 per hour $31.25 x 5 hours= $156.25 x 10 days = $1,562.50 x 3 pay periods = $4,687.50.	3 pay periods	$ 1,562.50	$ 4,688.00	$ 4,688.00	$0
Program Manager # II The Program Manager will spend 100% of the time on the SLIGP grant activities for 21 pay periods in year 2 (starting October 6, 2014 pay period). The Program Manager bi-weekly Salary is $2,500 per pay periods for 21 pay period in year 2. $2,500 x 21 pay periods x 100%=$52,500.	21 pay periods	$ 2,500.00	$ 52,500.00	$ 52,500.00	$0

REVISED

V.I. BUREAU OF INFORMATION TECHNOLOGY
SLIGP DETAILED BUDGET SPREADSHEET

Category	Detailed Description of Budget (for full			Breakdown of Cost	
a. Personnel	Quantity	Unit Cost	Total Cost	Federal	* Non-Federal
Program Manager # I Program Manager #1 will spend 100% of the time on the SLIGP grant activities for 16 pay periods in year 1 (26 pay periods = one year). The Program Manager annual salary is $40,000 ($2,500 per pay period times 16 pay periods $2,500 x 16 = $40,000). $40,000 x 100%=$40,000.	16 pay periods	$ 2,500.00	$ 40,000.00	$ 40,000.00	$0
Program Manager # I The Program Manager will spend 100% of the time on the SLIGP grant activities for Years 2 and 3. The Program Manager annual Salary is $65,000. $65,000 x 100% x 2= $130,000.	2	$65,000.00	$ 130,000.00	$ 130,000.00	$0
Program Manager # II will spend 100% of her time 5 hours a day for 10 days per pay period part-time at a Salary of $31.25 per hour $31.25 x 5 hours= $156.25 x 10 days = $1,562.50 x 3 pay periods = $4,687.50.	3 pay periods	$ 1,562.50	$ 4,688.00	$ 4,688.00	$0
Program Manager # II The Program Manager will spend 100% of the time on the SLIGP grant activities for 21 pay periods in year 2 (starting October 6, 2014 pay period). The Program Manager bi-weekly Salary is $2,500 per pay periods for 21 pay period in year 2. $2,500 x 21 pay periods x 100%=$52,500.	21 pay periods	$ 2,500.00	$ 52,500.00	$ 52,500.00	$0

VARIANCE

$0
$0
$0
$0

Left Table

Category	Detailed Description of Budget (for full grant period)			Breakdown of Cost	
a. Personnel (continued)	Quantity	Unit Cost	Total Cost	Federal	* Non-Federal
Program Manager # II The Program Manager II will spend 100% of the time on the SLIGP grant activities for Year 3. The Program Manager annual Salary is $65,000. $65,000 x 100%=$65,000 or $2,500/pay period x 26 pay periods ($2,500 x 26 = 65,000).	1 year	$65,000.00	$ 65,000.00	$ 65,000.00	$0
Total Personnel			$ 292,188.00	$ 292,188.00	$0
b. Fringe Benefits	Quantity	Unit Cost	Total Cost	Federal	Non-Federal
Program Manager #1 Fringe is calculated at approximately 25.388% of	3 years	$14,386	$43,158.00	$43,158.00	$0
Program Manager # II Fringe is calculated at approximately 39.155% of Salary.	2 Years	$23,921.00	$ 47,842.00	$ 47,842.00	
Total Fringe Benefits			$ 91,000.00	$91,000.00	$0
c. Travel	Quantity	Unit Cost	Total Cost	Federal	Non-Federal
Pre-Award Cost-Consultation Meeting 05/14-05/16/2013					
Travel to National Meetings for 9 Individuals for airfare	9	$ 777.44	$ 6,997.00	$ 6,997.00	$0
Per Diem @ $75.00/day for 9 persons for 4 days ($300/person).	36	$ 75.00	$ 2,700.00	$ 2,700.00	$0
Hotel for Pre-Award Workshop for 8 persons (one person will have no hotel cost) cost per day $255.67 for four (4) days (3 nights)	8	$ 767.01	$ 6,136	$ 6,136	$0
Incidental cost @ $100/person for taxi, metro, checked baggage.	9	$ 100.00	$ 900.00	$ 900.00	$0
Total Pre-Award Cost for Travel			$ 16,733	$ 16,733	$0

Right Table

Category	Detailed Description of Budget (for full grant period)			Breakdown of Cost		
a. Personnel (continued)	Quantity	Unit Cost	Total Cost	Federal	* Non-Federal	
Program Manager # II The Program Manager II will spend 100% of the time on the SLIGP grant activities for Year 3. The Program Manager annual Salary is $65,000. $65,000 x 100%=$65,000 or $2,500/pay period x 26 pay periods ($2,500 x 26 = 65,000).	1 year	$65,000.00	$ 65,000.00	$ 65,000.00	$0	$0
Program Manager #2 The Program Manager II will spend 100% of the time on the SLIGP Grant for a portion of Year 4 until 02/16/2017 due lack of funds. The Program Manager annual salary is $65,000 or $2500 x per pay period for 15 pay days @ $2,500.00 =$37,500 $37,500 (15 pay days X$2,500= $37,500)	15 pay periods	$ 2,500.00	$ 37,500.00	$ 37,500.00	$0	$37,500
Total Personnel			$ 329,688.00	$ 329,688.00	$0	$ 37,500.00
b. Fringe Benefits	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	
Program Manager #1 Fringe is calculated at approximately 25.387058823%	3 years	$14,386	$43,158.00	$43,158.00	$0	$0
Program Manager # II Fringe is calculated at approximately 39.154417782% of Salary.	2 Years	$23,921.00	$ 47,842.00	$ 47,842.00		$0
Program Manager # II Fringe is calculated at approximately 44.96 % of Salary.	15 pay periods	$ 1,124.00	$ 16,860.00	$ 16,860.00		$16,860
Total Fringe Benefits			$ 107,860.00	$107,860.00	$0	$16,860
c. Travel	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	
Pre-Award Cost-Consultation Meeting 05/14-05/16/2013						
Travel to National Meetings for 9 Individuals for airfare	9	$ 777.44	$ 6,997.00	$ 6,997.00	$0	$0
Per Diem @ $75.00/day for 9 persons for 4 days ($300/person).	36	$ 75.00	$ 2,700.00	$ 2,700.00	$0	$0
Hotel for Pre-Award Workshop for 8 persons (one person will have no hotel cost) cost per day $255.67 for four (4) days (3 nights)	8	$ 767.01	$ 6,136	$ 6,136	$0	$0
Incidental cost @ $100/person for taxi, metro, checked baggage.	9	$ 100.00	$ 900.00	$ 900.00	$0	$0
Total Pre-Award Cost for Travel			$ 16,733	$ 16,733	$0	$0

c. Travel	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	c. Travel	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	
Post-Award Cost						**Post-Award Cost**						
Travel to National Meetings for 5 Individuals for airfare for 5 meetings	25	$ 1,000.00	$ 25,000.00	$ 25,000.00		Travel to National Meetings for 5 Individuals for airfare for 5 meetings	25	$ 699.00	$ 17,475.00	$ 17,475.00		-$7,525
Per Diem @ $75.00/day for 5 persons for 5 days at National Meeting @ 5 meetings.	125	$ 75.00	$ 9,375.00	$ 9,375.00		Per Diem @ $75.00/day for 5 persons for 2.5 days at National Meeting @ 5 meetings.	62.5	$ 75.00	$ 4,687.50	$ 4,688		-$4,687
Hotel Accommodations for 5 persons for 4 days @ $300/day at 5 National Meetings.	100	300	$ 30,000.00	$ 30,000.00		Hotel Accommodations for 5 persons for 2 nights @ $280/day at 5 National Meetings.	50	280	$ 14,000.00	$ 14,000.00		-$16,000
Incidental cost @ $100/person ie, taxi, metro, checked baggage for 5 persons at 5 National Meeting.	25	100	$ 2,500.00	$ 2,500.00		Incidental cost @ $100/person ie, taxi, metro, checked baggage for 5 persons at 5 National Meeting.	25	100	$ 2,500.00	$ 2,500.00		$0
Inter-Island travel between St. Thomas & St. John	5 round trips	$ 30.00	$ 150.00	$ 150.00		Inter-Island travel between St. Thomas & St. John	5 round trips	$ 30.00	$ 150.00	$ 150.00		$0
Inter-Island travel between St. Thomas & St. Croix trips for group meetings or out-reach activities.	20	$ 185.00	$ 3,700.00	$ 3,700.00		Inter-Island travel between St. Thomas & St. Croix trips for group meetings or out-reach activities.	29	$ 185.00	$ 5,365.00	$ 5,365.00		$1,665
Total Post Award Travel Cost			$ 70,725.00	$ 70,725.00		**Total Post Award Travel Cost**			$ 44,178	$ 44,178		-$26,547
Total Travel			$ 87,458	$ 87,458	$0	**Total Travel**			$ 60,911	$ 60,911	$0	-$26,547

d. Equipment	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	d. Equipment	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	
N/A	0	$0	$0	$0	$0	N/A	0	$0	$0	$0	$0	$0
Total Equipment			$0	$0	$0	**Total Equipment**			$0	$0	$0	$0

e. Supplies	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	e. Supplies	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	
Lap Top for the Program Manager	1	$ 1,517.00	$ 1,517.00	$ 1,517.00	$0	Lap Top for the Program Manager	1	$ 2,897.00	$ 2,897.00	$ 2,897.00	$0	$1,380

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e. Supplies (continued)	Quantity	Unit Cost	Total Cost		Federal	Non-Federal
Printer	1	$ 4,955.00	$ 4,955.00		$ 4,955.00	$0
Office Supplies budgeted at $25/month for 3 years	36 months	$25.00	$ 900.00		$ 900.00	$0
Total Supplies			**$7,372**		$ 7,372.00	$ -
f. Contractual	Quantity	Unit Cost	Total Cost		Federal	Non-Federal
Data Collection 371 hours year/for 1 year; average hourly rate is $60.00	371	60	$ 22,260.00		$ 22,260.00	$0
Total Contractual			$ 22,260.00		$ 22,260.00	$0
g. Construction	Quantity	Unit Cost	Total Cost		Federal	Non-Federal
N/A	0	$0	$0		$0	$0
Total Construction			$0		$0	$0
h. Other	Quantity	Unit Cost	Total Cost		Federal	Non-Federal
Out-reach related cost meeting space for approximately 100 attendees per meeting @ $1300.00 for Room Rental for a total of 6 meetings. In an analysis of meeting space in the Virgin Islands it has been determined that $1300 is the going rate for same.	6	1300	$ 7,800.00		$ 7,800.00	$0

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e. Supplies (continued)	Quantity	Unit Cost	Total Cost		Federal	Non-Federal	Difference
Desktop Computer for Program Manger II	1	$ 2,397.00	$ 2,397.00		$ 2,397.00	$0	-$2,558
Office Supplies budgeted at $30/month for 55 months	55 months	$30.00	$ 1,650.00		$ 1,650.00	$0	$750
Copying of Documents like Maps, Plans, etc.	10	$42.80	$ 428.00		$ 428.00		$428
Total Supplies			**$7,372**		$ 7,372.00	$ -	$0
f. Contractual	Quantity	Unit Cost	Total Cost		Federal	Non-Federal	
Data Collection 84 hours year/for 1 year; average hourly rate is $60.00	84	60	$ 5,040.00		$ 5,040.00	$0	-$17,220
Miscellaneous cost or additional cost towards hours of data collection			$ 32.00		$ 32.00		$32
Total Contractual			$ 5,072.00		$ 5,072.00	$0	-$17,188
g. Construction	Quantity	Unit Cost	Total Cost		Federal	Non-Federal	
N/A	0	$0	$0		$0	$0	$0
Total Construction			$0		$0	$0	$0
h. Other	Quantity	Unit Cost	Total Cost		Federal	Non-Federal	
Out-reach related cost meeting space for approximately 100 attendees per meeting @ $1300.00 for Room Rental for a total of 3 meetings. In an analysis of meeting space in the Virgin Islands it has been determined that $1300 is the going rate for same.	3	1300	$ 3,900.00		$ 3,900.00	$0	-$3,900

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h. Other (continued)	Quantity	Unit Cost	Total Cost		Federal	Non-Federal
Wireless Connection for laptop. One (1) laptop $75.00 x 12 months/years x 3 years= 36 months. The monthly cost of the Laptop connection is $75.00.	36	75	$ 2,700.00		$ 2,700.00	$0
Printing 5 fliers, 5,000 copies each.	25000	0.18	$ 4,500.00		$ 4,500.00	$0
AVAYA Telephone & cost of installation	1	350	$ 350.00		$ 350.00	$0
Total Other	3		$ 15,350.00		$ 15,350.00	$0
TOTAL DIRECT CHARGES			$ 515,628.00		$ 515,628.00	0
	Quantity	Unit Cost	Total Cost		Federal	Non-Federal
i. Indirect Costs	0	$0	$0		$0	$0
Total Indirect			$0		$0	$0
TOTALS			$515,628		$ 515,628	$0

* Please Note that the Virgin Islands is not required to provide a match in accordance with 48 U.S.C. 1469a
which indicates that the requirements for local matching funds under $200,000 is waived for certain territories.
Additionally we confirm that one half of the Federal Funds will be held in reserve until Phase II begins.

Budget Summary

Category	Federal Share	Non-Federal	Total Grant
Pre-Award Cost			
Travel	$ 16,733.00		
Post Award Cost			
Personnel	$ 292,188.00		
Fringe Program Manager I	$ 43,158.00		
Fringe Program Manager II	$ 47,842.00		
Travel	$ 70,725.00		
Equipment	$ -		
Supplies	$ 7,372.00		
Contractual	$ 22,260.00		
Construction	$ -		
Other	$ 15,350.00		
Total Post Award Cost	$ 498,895.00	$0	
Total SLIGP Grant	$ 515,628.00	$0	$ 515,628.00

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h. Other (continued)	Quantity	Unit Cost	Total Cost		Federal	Non-Federal		
Wireless Connection for laptop. One (1) laptop $75.00 x 11 months. The monthly cost of the Laptop connection is $75.00.	11	75	$ 825.00		$ 825.00	$0		-$1,875
Printing 5 fliers, 5,000 copies each.						$0		-$4,500
AVAYA Telephone & cost of installation						$0		-$350
Total Other	3		$ 4,725.00		$ 4,725.00	$0		-$10,625
TOTAL DIRECT CHARGES			$ 515,628.00		$ 515,628.00	0		0
	Quantity	Unit Cost	Total Cost		Federal	Non-Federal		
i. Indirect Costs	0	$0	$0		$0	$0		
Total Indirect			$0		$0	$0		
TOTALS			$515,628		$ 515,628	$0		$0

* Please Note that the Virgin Islands is not required to provide a match in accordance with 48 U.S.C. 1469a
which indicates that the requirements for local matching funds under $200,000 is waived for certain territories.
Additionally we confirm that one half of the Federal Funds will be held in reserve until Phase II begins.

Budget Summary

Category	Federal Share	Non-Federal	Total Grant		
Pre-Award Cost					
Travel	$ 16,733.00			$	-
Post Award Cost					
Personnel	$ 329,688.00			$	37,500.00
Fringe Program Manager I	$ 43,158.00			$	-
Fringe Program Manager II	$ 47,842.00			$	-
Fringe Program Manager II modification	$ 16,860.00			$	16,860.00
Travel	$ 44,178.00			$	(26,547.00)
Equipment	$ -			$	-
Supplies	$ 7,372.00			$	-
Contractual	$ 5,072.00			$	(17,188.00)
Construction	$ -			$	-
Other	$ 4,725.00			$	(10,625.00)
Total Post Award Cost	$ 498,895.00	$0		$	-
Total SLIGP Grant	$ 515,628.00	$0 $ 515,628.00		$	-

Personnel

Federal:	*$329,688*
Non-Federal:	*$ 0*
Total:	*$329,688*

See the Detailed Budget Spreadsheet for calculations

x   Two (2) Program Managers (Federal): The Program Managers under the direction of the SLIGP will provide oversight for the SLIGP grant, ensuring that all activities are completed on time and within budget. The Program Managers will be the primary points of contact for consultation with FirstNet, and will work to expand the State's governance structure. The budgeted costs (100% time) are only for the duties associated with public safety broadband and the SLIGP grant, and not for additional land mobile radio and general interoperable communication duties as the SWIC. In addition, the Program Managers will create a master plan to incorporate the NPSWBN technological requirements into our existing radio and broadband network infrastructure.   The NPSWBN Master Plan would then become one of the public safety plans whose implementation is monitored by the PSC and reported to the Governor. They will have the responsibility of researching Long Term Evolution (LTE) technologies, educating, coordination of all SLIPG activities, managing the SLIGP budget, documenting all SLIGP activities, preparing USVI team for the FIRSTNET consultations, data collection and assuring compliance with SLIGP requirements.   These efforts will be done in collaboration with existing Bureau of Information Technology staff.

x   They will provide all Grant Management functions as well.   The Program Managers will provide grant management support, including completing progress reports, managing the project's budget, and ensuring grant activities are completed on time.

x   They will also serve as Outreach Coordinator and provide services such as organize meetings with local jurisdictions, and communicate information about grant activities to key stakeholders.

x   They will conduct and assist with Data Collection during the phase II portion of the Grant.

Fringe

Federal:	*$107,860*
Non-Federal:	*$ 0*
Total:	*$107,860*

See the Detailed Budget Spreadsheet for calculations

Program Manager 1, Fringe for 3 years

Federal:	*$43,158*
Non-Federal:	*$ 0*

> *Total:* *$43,158*

x One (1) Program Manager (Federal): Benefits include FICA, Workman's Compensation, health insurance and retirement. This Manager spends 100% of the time on SLIGP, so 100% of the fringe benefits cost have been allocated to this grant. His duties include grants management, outreach support, and Data Collection as well as what is outlined above. This cost is for three (3) years and is slightly lower than Program Manager II Fringe Benefits costs because the current incumbent is covered by his spouse Health Insurance. However, he is required to pay for the cost of Life Insurance which is ($2.16 per pay period).

Fringe
Program Manager II, 2 year period

> *Federal:* *$47,842*
> *Non-Federal:* *$ 0*
> *Total:* *$47,842*

- One (1) Program Manager (Federal): Fringe Benefits include FICA, Workman's Compensation, health insurance and retirement. This Manager spends 100% of the time on SLIGP, so 100% of the fringe benefits cost have been allocated to this grant. The duties include grants management, outreach support and data collection as well, as what is outlined above. This cost is for the two years.

Fringe
Program Manager II, Year 4 (15 pay periods)

> *Federal:* *$16,860*
> *Non-Federal:* *$ 0*
> *Total:* *$16,860*

One (1) Program Manager (Federal): Benefits include FICA, Workman's Compensation, health insurance and retirement. This Manager spends 100% of the time on SLIGP, so 100% of the fringe benefits cost have been allocated to this grant. The duties of this Program Manager include grants management, outreach support and data collection as well, as what is outlined above. These funds will cover only up to Quarter 17. Due to limited funding, the grant is unable to support any cost for personnel beyond Quarter 17.

Travel
Pre- Award
> *Federal:* *$16,733*
> *Non-Federal:* *$0*
> *Total:* *$16,733*

See the Detailed Budget Spreadsheet for calculations

x Travel for Regional and National Meetings with FirstNet (Federal): Staff will attend

national and regional conferences to meet with FirstNet and share information and collaborate with other grant recipients. Travel costs include airfare, hotel, per diem and other miscellaneous cost (ie. taxi, metro, shuttle services, and checked baggage).

Travel

Post Award
Federal: *$44,178*
Non-Federal: *$0*
Total: *$44,178*

See the Detailed Budget Spreadsheet for calculations

x   Travel for Regional and National Meetings with FirstNet (Federal): Staff will attend national and regional conferences to meet with FirstNet and share information and collaborate with other grant recipients. Travel costs include airfare, hotel, per diem and other miscellaneous cost (ie. taxi, metro, shuttle services, and checked baggage). Also included is cost for inter-island travel from St. Thomas to St. Croix and vice versa and for travel from St. Thomas to St. John.

Equipment

Federal: *$0*
Non-Federal: *$0*
Total: *$0*

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

Supplies

Federal: *$7,372*
Non-Federal: *$0*
Total: *7,372*

See the Detailed Budget Spreadsheet for calculations

x Desktop Computer (Federal): A Desktop Computer will be purchased for Program Manager II who will perform Grant Management, Outreach Coordination, and Data Collection functions to support their grant-related activities under this grant. The cost for this computer will be 100% Federal. A printer which was originally planned to be purchased has been cancelled. Cost of printing will be handled by the Bureau of Information Technology local funds.

x   Office Supplies (Federal): This includes paper, folders, pens, and other general office supplies which will be used by the Program Managers for grant-related activities. This item will be 100% federally funded since this grant has a zero match requirement for the

Territory of the Virgin Islands.

x   Laptop (Federal): A new laptop for the Program Manager I will be used while on travel and for conducting other grant-related work will be procured under this grant. This item will be 100% federally funded in accordance with the zero match requirement for the Territory.

Contractual

Federal:	*$5,072*
Non-Federal:	*$0*
Total:	*$5,072*

See the Detailed Budget Spreadsheet for calculations

x   Data Collection (Federal): During Phase 2, the Territory will contract with two data collection firms to gather information about existing infrastructure, potential users, and other information as requested by FirstNet/NTIA.

Construction

Federal:	*$0*
Non-Federal:	*$0*
Total:	*$0*

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

Other

Federal:	*$4,725*
Non-Federal:	*$0*
Total:	*$4,725*

See the Detailed Budget Spreadsheet for calculations

x   Wireless Connection for a Laptop (Federal – 100%): The one laptop purchased is for Program Manager I who will perform Grants Management, Outreach Coordinator functions and Data Collections under this grant. He will have wireless connections to facilitate work while at meetings and on travel.

x   Outreach related activities cost including cost for meeting space (Federal -100%): The outreach efforts would be structured on educating the First Responders on the

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data gathering needs under this grant and in helping them to understand the purpose of FirstNet. Our efforts will also help them to understand the type of infrastructure that is needed as well as educate them on LTE Technology.

Indirect Cost

Federal:	*$0*
Non-Federal:	*$0*
Total:	*$0*

x   Indirect Cost (Federal and Non-Federal): The Territory does not have a Negotiated Indirect Cost Rate Agreement with the U.S. Department of Labor for the Bureau of Information Technology at this time. Once one is established it would be applied to future grants.

TOTALS

Federal:	*$515,628**
Non-Federal:	*$0*
Total:	*$515,628*

*Amount includes $16,733 Pre-Award cost for attending a consultation meeting from May 14 – 16, 2013 in Arlington, Virginia.   Additionally, we confirm that one half of the Federal Funds will be held in reserve until Phase II begins.

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total
	(1) State and Local Implementation Grant Program (SLIGP)	(2)	(3)	(4)	(5)
a. Personnel	$ 44,688.00	$ 117,500.00	$ 130,000.00	$ 37,500.00	$ 329,688.00
b. Fringe Benefits	14,421.00	34,626.00	41,953.00	16,860.00	107,860.00
c. Travel	32,530.00	15,000.00	6,500.00	6,881.00	60,911.00
d. Equipment					
e. Supplies	806.00	5,760.00	403.00	403.00	7,372.00
f. Contractual			2,500.00	2,572.00	5,072.00
g. Construction			0.00		
h. Other	1,725.00	1,000.00	1,000.00	1,000.00	4,725.00
i. Total Direct Charges (sum of 6a-6h)	94,170.00	173,886.00	182,356.00	65,216.00	$ 515,628.00
j. Indirect Charges					$
k. TOTALS (sum of 6i and 6j)	$ 94,170.00	$ 173,886.00	$ 182,356.00	$ 65,216.00	$ 515,628.00
7. Program Income	$	$	$	$	$

Recipient Name: US VIRGIN ISLANDS

MILESTONE CATEGORIES

All projects must be completed within three years following the date of the issuance of the award.

Please use the table provided to indicate your anticipated number of activities you plan to complete each quarter for every year of your project. Year One begins July 1, 2013.   Please include any data attributable to early activities (i.e., January - June 2013) in your baseline data for "Q1, Year 1."

Please also provide a brief description (100 words or less) of the primary activities involved in meeting each milestone (a single description should be provided for each milestone, covering all quarters in years one through three). Please write "N/A" if your project does not include an activity. If necessary, please insert additional milestones at the bottom of the chart.

MILESTONE ACTIVITY CATEGORIES	Description of Activity	TOTAL	Quarter Ending												
			Q1-7	Q8	Q9	Q10	Q11	Q12	Q13	Q14	Q15	Q16	Q17	Q18	Q19
			9/30/2013-3/31/2015	6/30/2015	9/30/2015	12/31/2015	3/31/2016	6/30/2016	9/30/2016	12/31/2016	3/31/2017	6/30/2017	9/30/2017	12/31/2017	3/31/2018
1. Stakeholder Meetings (Number of individuals reached via stakeholder meetings)	Informational sessions with PSEs, Decision/Policy Makers, Legislature and the Public.	1376	351	225	100	25	75	100	100	25	75	100	100	25	75
2. Broadband Conferences	Attend Broadband conferences utilizing SLIGP funidng.	33	21	3	0	0	5	0	0	0	4	0	0	0	0
3. Staff Hires (Full Time Equivalent)	Hired full-time program managers to lead FirstNet activities in the territory.	2	2	0	0	0	0	0	0	0	0	0	0	0	0
4. Contract Executions	Data collection Activities- Coverage	2	0	0	2	0	0	0	0	0	0	0	0	0	0
5. Governance Meetings	Governance and Working group meetings	38	13	1	3	1	2	3	3	1	2	3	3	1	2
6. Education and Outreach Materials	Creation and distribution of Newsletters, factsheets and flyers, via handouts, website uploads, and Social Media.	1940	15	325	200	50	150	200	200	50	150	200	200	50	150
7. Subrecipient Agreements Executed	Data collection Activities- Coverage	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8. Phase 2 - Coverage	A combination of surveys, RFIs, and data analysis will be used to obtain the requested data	N/A	N/A	Stage 1;2	Stage 3;4	Stage 5	Stage 5	Stage 6	N/A	N/A	N/A	N/A	N/A	N/A	N/A
9. Phase 2 - Users and their Operational Areas	Utilize surveys to attain and record information.	N/A	N/A	Stage 1;2	Stage 3;4	Stage 5	Stage 5	Stage 6	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10. Phase 2- Capacity Planning	Submit RFIs and conduct interviews.	N/A	Stage 1	Stage 2	Stage 3;4	Stage 5	Stage 5	Stage 6	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11. Phase 2 -Current Providers/Procurement	Utilize surveys to attain and record information.	N/A	Stage 1	Stage 2	Stage 3;4	Stage 5	Stage 5	Stage 6	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12. Phase 2 - State Plan Decision	Outline the approval process. Submit itemized plan to TWCIGB Governing Body for approval. Finally Submit to Governor for review and approval. Await receipt of State Plan from FirstNet.	N/A	N/A	N/A	N/A	N/A	Stage 1	Stage 1	Stage 2	Stage 2	Stage 3	Stage 4	N/A	N/A	N/A

Recipient Name: United States Virgin Islands - Office of the Governor Bureau of Information Technology

Cost Class Category Federal Expenditures

The completion of your project budget (federal funds) should be reported in the quarter you are anticipating expending the funds. Year One begins July 1, 2013.   Please include any data attributable to early activities (i.e., January - June 2013) in your baseline data for "Q1, Year 1."

Quarterly Cost Category Expenditures	TOTAL FEDERAL	Quarter Ending												
		Q1-7	Q8	Q9	Q10	Q11	Q12	Q13	Q14	Q15	Q16	Q17	Q18	Q19
		9/30/2013- 3/31/15	6/30/2015	9/30/2015	12/31/2015	3/31/2016	6/30/2016	9/30/2016	12/31/2016	3/31/2017	6/30/2017	9/30/2017	12/31/2017	3/31/2018
a. Personnnel	$329,688.00	$ 106,049.00	$ 141,072.80	$ 171,072.80	$ 206,072.80	$ 241,072.80	$ 271,072.80	$ 293,572.80	$ 308,572.80	$ 318,572.80	$ 328,572.80	$ 329,688.00	$ 329,688.00	$ 329,688.00
b. Fringe Benefits	$107,860.00	$ 28,153.00	$ 39,945.80	$ 50,925.20	$ 63,734.50	$ 76,125.72	$ 87,105.12	$ 96,384.87	$ 103,128.81	$ 107,624.77	$ 107,860.00	$ 107,860.00	$ 107,860.00	$ 107,860.00
c. Travel	$60,911.00	$ 36,096.00	$ 45,447.23	$ 47,447.23	$ 49,447.23	$ 53,447.23	$ 55,447.23	$ 57,447.23	$ 59,447.23	$ 60,911.00	$ 60,911.00	$ 60,911.00	$ 60,911.00	$ 60,911.00
d. Equipment	$0.00	$ -												
e. Supplies	$7,372.00	$ 3,768.00	$ 6,164.47	$ 6,293.47	$ 6,422.47	$ 6,551.47	$ 6,680.47	$ 6,809.47	$ 6,938.47	$ 7,067.47	$ 7,196.47	$ 7,325.47	$ 7,372.00	$ 7,372.00
f. Contractual	$5,072.00	$ -	$ 2,000.00	$ 2,500.00	$ 3,000.00	$ 3,500.00	$ 4,000.00	$ 4,500.00	$ 5,000.00	$ 5,072.00	$ 5,072.00	$ 5,072.00	$ 5,072.00	$ 5,072.00
g. Construction	$0.00	$ -												
h. Other	$4,725.00	$ 3,282.00	$ 3,732.00	$ 3,832.00	$ 3,932.00	$ 4,032.00	$ 4,132.00	$ 4,232.00	$ 4,332.00	$ 4,432.00	$ 4,532.00	$ 4,632.00	$ 4,725.00	$ 4,725.00
i. Total Direct Charges (sum of a-h)	$515,628.00	$ 177,348.00	$ 238,362.30	$ 282,070.70	$ 332,609.00	$ 384,729.22	$ 428,437.62	$ 462,946.37	$ 487,419.31	$ 503,680.04	$ 514,144.27	$ 515,488.47	$ 515,628.00	$ 515,628.00
j. Indirect Charges	$0.00													
k. TOTAL (sum i and j)	$515,628.00	$ 177,348.00	$ 238,362.30	$ 282,070.70	$ 332,609.00	$ 384,729.22	$ 428,437.62	$ 462,946.37	$ 487,419.31	$ 503,680.04	$ 514,144.27	$ 515,488.47	$ 515,628.00	$ 515,628.00

Cost Class Category Non-Federal Expenditures

The completion of your project budget (non-federal, matching funds) should be reported in the quarter you are anticipating expending the funds. Year One begins July 1, 2013.   Please include any data attributable to early activities (i.e., January - June 2013) in your baseline data for "Q1, Year 1."

Quarterly Cost Category Expenditures	TOTAL NON-FEDERAL	Quarter Ending												
		Q1-7	Q8	Q9	Q10	Q11	Q12	Q13	Q14	Q15	Q16	Q17	Q18	Q19
		9/30/2013- 3/31/2015	6/30/2015	9/30/2015	12/31/2015	3/31/2016	6/30/2016	9/30/2016	12/31/2016	3/31/2017	6/30/2017	9/30/2017	12/31/2017	3/31/2018
a. Personnnel	$0.00	$ -												
b. Fringe Benefits	$0.00	$ -												
c. Travel	$0.00	$ -												
d. Equipment	$0.00	$ -												
e. Supplies	$0.00	$ -												
f. Contractual	$0.00	$ -												
g. Construction	$0.00	$ -												
h. Other	$0.00	$ -												
i. Total Direct Charges (sum of a-h)	$0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
j. Indirect Charges	$0.00													
k. TOTAL (sum i and j)	$0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Supplemental Application Narrative

Existing Governance Body

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

The USVI intends to use the existing Public Safety sub-Committee (PSC) as the Statewide Interoperability Governing Body (SIGB). The PSC is chaired by the Public Safety Policy Advisor to the Governor of the USVI. The Public Safety Policy Advisor reports to the Governor through the Governor's Chief of Staff and the Senior Policy Advisor. The PSC is scheduled to meet monthly and has actually met on April 12, 2012, May 22, 2012, July 5, 2012, August 14, 2012, September 17, 2012, December 12, 2012, January 24, 2013, March 13, 2013, and May 5, 2013 with an average member attendance of 80%. The PSC chairperson provided a Committee update to the Governor's Cabinet during the February 5, 2013 Cabinet Meeting. The next scheduled meeting is June 20th, 2013.

As a result of a strategic planning retreat, the Government of the USVI has identified Public Safety as one of the five priority areas. In a March 27, 2012, memo to all executive branch agencies, Governor de Jongh established a public safety sub-committee to prioritized addressing public safety issues. The March 12th memo also established the membership of the committee with a Government House public safety policy advisor as the chair (see attached March 27 memo). **This Public Safety Committee is the governance structure being used to fulfill the governance structure requirement for USVI participating in the establishment of the Nationwide Public Safety Wireless Broadband Network.** The Director for the Bureau of Information Technology/Chief Information Technology Officer (CITO) for the Government of the USVI is a member of the committee.   The CITO is the point of contact (POC) for FirstNet and National Governor's Association Advisory Committee for FirstNet's Nationwide Public Safety Wireless Broadband Network (NPSWBN).

The entire membership of the Committee is as follows:
- **Anise Hodge (Public Safety Policy Advisor) – Lead**
- **Richard Evangelista, Esq., (Senior Policy Advisor)**
- **Sekoia Rogers (Policy Team)**
- **Barbara Peterson (St. Thomas-Water Island Administrator)**
- **Leona Smith (St. John Administrator)**
- **Dodson James (St. Croix Administrator)**
- **Rodney F. Querrard (Acting Police Commissioner)**
- **General Elton Lewis (Director, Virgin Islands Territorial Emergency Management Agency (VITEMA)**
- **Vincent Frazer, Esq., (Attorney General, Department of Justice)**
- **General Renaldo Rivera (Adjutant General, Virgin Islands National Guard)**
- **Jerris T. Browne (Director, Bureau of Motor Vehicle)**
- **Steve O. Brow (Director, Virgin Islands Fire Service)**
- **Julius C. Wilson (Director, Bureau of Corrections)**

- **Victor Browne (Director, Law Enforcement Planning Commission (LEPC))**
- **Reuben D. Molloy (Director, Bureau of Information Technology/CITO)**
- **Chris George (Coordinator, Street Addressing Initiative (SAI)/ Geospatial Information System Initiative (GIS))**

The membership of the committee represents the most senior members of the executive branch who have any public safety responsibility or influence. The committee meets monthly at Government House St. Thomas. Members can attend by being physically present, teleconference or videoconference. Please note that the policy advisors and policy team members are members of the Governor's staff who are liaisons to Commissioners and Directors as well as facilitators of policy development.

The Virgin Islands is made up of four main islands, St. Croix, St. Thomas, St. John, and Water Island, along with many offshore cays. The islands are managed by three Island Administrators, who are the Governor's direct representatives for each island, similar to county executives or city managers. Other key members of the PSC are the Virgin Islands Commissioner of Police, the V.I. National Guard Adjutant General, and the Directors of the V.I. Emergency Management Agency, V.I. Department of Fire Services, Bureau of Corrections, Law Enforcement Planning Commission, and the Department of Motor Vehicles. The State CIO/CTO is also a member of the PSC in addition to two attorneys, the Virgin Islands Attorney General and the Senior Policy Advisor to the Governor. The Coordinators for the Virgin Islands Geospatial Information System initiative and the V.I. Street Addressing initiative, both initiatives that are managed by the Lieutenant Governor of the U.S. Virgin Islands, have recently been added to the PSC.

Using the December 2008 Homeland Security, "Establishing Governance to Achieve a Statewide Communications Interoperability: A Guide for Statewide Communication Interoperability Plan (SCIP) Implementation", the USVI intends to expand the members of the executive committee as we evolve from state based to statewide governance. We intend to work from the bottom up and adopt a governance model that is practitioner-driven. This approach will ensure practitioner input and facilitate data gathering. We have also reached out to the State CIO for the Commonwealth of Puerto Rico, the closest jurisdiction to our island territory, to incorporate an intra-state component to our governance model. The resulting governance structure will ensure a network that meets the needs of users as well as FIRSTNET requirements; ensure user adoption and successful implementation of a comprehensive public safety wireless broadband network.

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

Governor de Jongh in his March 27, 2012, memorandum to Cabinet members established the Public Safety Committee (PSC) as an implementation team with a "Government House Team staff with the responsibility of organizing, coordinating, facilitating and leading" the PSC. The members of the PSC consist of Cabinet level decision makers and have direct leadership responsibilities or influence over critical components of the USVI public safety system. The members of the PSC has the authority and the responsibility to implement PSC intiatives. The members include the Attorney General, Commissioner of Police, Director of the Virgin Islands Territorial Emergency Management Agency, Adjutant General of the Virgin Islands National Guard, Director of Fire Service, Director for Corrections, Director for the Bureau of Information Technology, Director of Law Enforcement Planning Commission, Director for the Bureau of Motor Vehicles, Government House Senior Policy

Advisor, Policy Advisor with oversight over public safety, and the Island Administrators for the four island districts.

The results-oriented PSC affects change by identifying priority areas and requiring the development of action plans to identified opportunities and implement improvements in the USVI public safety system. The PSC then reviews, modifies if necessary, and monitors the implementation of the plans during monthly meetings. The lead policy advisor then reports PSC progress at the policy team meeting with the Governor. Therefore, the PSC is composed of USVI public safety decision makers whose progress is closely monitored by the Governor. (See attached PSC January 2013 report)

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

The PSC was established for exactly this purpose to organize, coordinate, facilitate and lead the implementation of USVI public safety initiatives. Participation in the Nationwide Public Safety Broadband Network is a priority for the USVI and the PSC with the POC as a member is tasked with leading the USVI's effort. The USVI through the PSC will use the SLIGP to facilitate the planning of the USVI's participation in the Nationwide Public Safety Wireless Broadband Network (NPSWBN). Managed by the Bureau of Information Technology whose Director (State CIO) is a member the PSC through funding by SLIGP, the USVI intends to engage the services of a Program Manager to create a master plan to incorporate the NPSWBN technological requirements into our existing radio and broadband network infrastructure. The NPSWBN Master Plan would then become one of the public safety plans whose implementation is monitored by the PSC and reported to the Governor.

Using the December 2008 Homeland Security, "Establishing Governance to Achieve a Statewide Communications Interoperability: A Guide for Statewide Communication Interoperability Plan (SCIP) Implementation" as guidance, the USVI plans to ensure the following check items are executed.

Statewide Interoperability Governing Body Development

☐ Leverage national best practices and the State's individual requirements to determine the appropriate stakeholder representation for the Statewide Interoperability Governing Body (SIGB) and to reach out to association executive directors and agency heads to invite them to be members.

☐ Ask for formal letters of appointment from emergency responder associations, relevant State agencies, and alternate representatives on the SIGB.

☐ Develop a charter and rules of operations document.

☐ Seek legitimacy and authority from a governor's executive order or codification by the State's legislature.

☐ Utilize the Statewide Communication Interoperability Plan (SCIP) methodology to develop or update a SCIP that identifies the statewide mission, vision, goals, initiatives, and implementation timeline.

How does the State plan to expand its existing SIGB to include representatives with an

understanding of wireless broadband and Long Term Evolution (LTE) technology in order to facilitate its consultations with FirstNet?

As the IT arm of the USVI Government, the Bureau of Information Technology (BIT) lead by the Director and Chief Information Technology Officer is responsible for all technology related issues in the Territory. BIT has strategically implemented some IT infrastructure components. One of those components is broadband access via a microwave wireless data network. Therefore, the USVI has extensive experience with wireless data networks. Furthermore, the Government of the United States Virgin Islands through the Virgin Islands Next Generation Network (viNGN), an entity created to manage the project, is in the process of installing a middle mile fiber optic broadband network backbone. We intend to include key representatives from viNGN and their wealth of experience as members of the SIGB.

The USVI intends to use the SLIGP funding to educate the PSC on all available wireless technologies and identify additional stakeholders who should be involved in the implementation of the NPSWBN. We will use survey tools to help identify the additional stakeholders. We would also collaborate with the FirstNet in engaging AT&T and Sprint at the corporate level. They are two local mobile carriers with extensive LTE technology knowledge. Based on our established governance structure and wireless technology infrastructure, the USVI is positioned to be early adopters in preparation for our consultation with FirstNet.

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

For conducting meetings to monitor public safety related plan implementation, the PSC has had access to Government House resources. The PSC monitored public safety initiatives are funded by local or federal funds. It is hoped that SLIGP will fund the USVI public safety wireless broadband network initiative in the amount of $515,628. The SLIGP will fund a program manager, wireless technology consultants, change management, education, travel and other operating expenses.   Phase II funding will be utilized for data collection based on feedback from FIRSTNET as well as for conducting meetings, education and outreach efforts. Please see the attached spreadsheet entitled "Budget Chart for SLIGP Revised 05 14 2013 and its corresponding budget narrative entitled "SLIGP Revised Budget Narrative".

The SLGP spending plan is included

Under separate emails entitled as follows:

Budget Spreadsheet	Budget Chart for SLIGP Revised 05 14 2013
Budget Narrative	SLIGP Revised Budget Narrative

Statewide Communications Interoperability Plan (SCIP)

On March 20th, 2012, Governor de Jongh held a strategic planning retreat. The purpose of the retreat was to reinforce a focused team approach in developing a feasible strategic plan for implementing the deJongh-Francis economic development, energy, education, health and public safety priorities.   As a result, the Public Safety Committee (PSC) was formed on March 27, 2012, in a MEMORANDUM from Governor de Jongh. The PSC convened its first meeting shortly thereafter.

The PSC developed a list of priorities and corresponding plans with timelines. The initiatives included:
- **Priority 1: Improved Relationship with Federal Agencies – Accomplished by July 2012**
- **Priority 2: Establish Territorial GIS Platform and Street Naming Project –December 2014**
- **Priority 3: Streamline Emergency Response Through Full Consolidation of EMS/Fire Services-October 2013**
- **Priority 4: Elimination of VIPD (June 2013) and BOC Consent Decrees (STX- October 2012) and STT (TBD)**
- **Priority 5: Complete Implementation 911 Radio Expansion-Territorial Completion Date December 2013**

Priority #5 is where the PSC addresses the USVI SCIP. The Bureau of Information Technology (BIT) is the lead agency for Priority #5. BIT submitted a plan that addressed a number of issues identified including network coverage and access to our unified emergency communication radio network (see enclosed plan).

Action Plan Template

Department: Bureau of Information Technology

Goal: Complete 911 System

Results/Accomplishments:

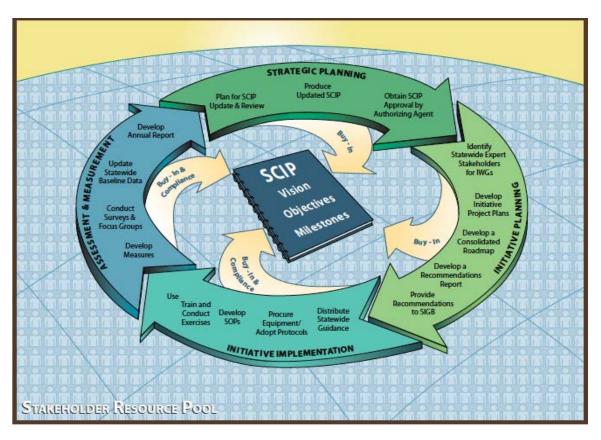| Action Steps *What Will Be Done?*	Responsibilities *Who Will Do It?*	Timeline *By When? (Day/Month)*	Resources A. *Resources Available* B. *Resources Needed (financial, human, political & other)*	Potential Barriers A. *What individuals or organizations might resist?* B. *How?*
Step 1: Aquire two down tilt antennas for Flag Hill and install and test system	Bureau of Information Technology	June 15, 2012	A. Yes B.	A. None B.
Step 2: Balance channels across the system	B.I.T. and Bronx Comm.	July 31, 2012	A. Yes B.	A. None B.
Step 3: Move Crown Mountain site to DHS Location	B.I.T.	August 30, 2012	A. Yes B.	A. None B.
Step 4:Move St. Georges site to DHS Location	B.I.T.	October 30, 2012	A. Yes B.	A. None B.
Step 5: Bring up site on St. John East End	B.I.T. & D.PP	June 30, 2013	A. Yes B.	A. Signing of Lease&Community B.

Evidence Of Success (*How will you know that you are making progress? What are your benchmarks?*)

Evaluation Process (*How will you determine that your goal has been reached? What are your measures?*)

In addition, when the new Director for BIT/State CIO came on board in late July, a more comprehensive plan was developed. The plan includes expansion of the unified 911radio communication network and the wireless broadband network (see attached Comprehensive 911 Radio Network Communications Plan).

The expansion involves the construction and enhancement of communication towers owned by the USVI Government. We intend to use the SLIGP funding opportunity for further expand the plan to include a clearly defined wireless broadband network with connection to our fiber broadband backbone using LTI technology. Please note that we are already using our existing microwave wireless network for public safety broadband initiatives. We are streaming live video for the Virgin Islands Police Department's community video surveillance pilot project over our exiting microwave network.

The PSC is facilitating the planning, implementing, assessing and measuring for success the prioritized public safety system improvement initiatives including the USVI SCIP as prescribed by the, "Establishing Governance to Achieve Statewide Communications Interoperability" document published by Homeland Security.

 The following excerpt from the PSC 12/12/2012 PSC meeting minutes was BIT's update on progress made implementing the USVI SCIP (report attached or link to sharepoint site).
The USVI has been preparing to participate in the Nationwide Public Safety Wireless Broadband Network. The State CIO included USVI's participation in the Bureau of Information Technology (BIT) strategic plan developed August 2012.

40	Government of the United States Virgin Islands				
41	Fiscal Year 2013 Work Plan				
42	Agency: Bureau of Information Technology (BIT)				
43	For the period October 1 through December 31, 2013				
44	Next Work Plan DRAFT due December 15, 2012				
45	As of September 15, 2012				
46	Page 2of 2				
47					
48	*Current BIT Measures*	Action Steps	Due Date	Co-Dependents	Status
49	Consolidation	**Telecommunications Infrastructure:** Both data and radio networks. **Prioritize the leveraging of the USVI participation with the Nationwide Public Safety Broadband Network to standardize the public safety network. Secure the NTIA Federal Funding Opportunities' implementation grant in first quarter of calendar year 2013.** Complete the expansion of the existing 911 radio network. Install the Avaya System and offer it as the central component of unified VoIP telephony system. Position BIT to be the central coordinating agency for government agencies access to the viNGN middle mile broadband project. Establish video conferencing infrastruct and implement a video conferencing bridge at BIT.	Jun-13	All Agencies, viNGN, NTIA Grant,	
50		**Email:** Implement email in the cloud using Microsoft Office 365, initial license for 3000 users which accommodates the current 2000 users and anticipated growth.	Oct-12	All Agencies	
51		**Datacenters on both St. Thomas and St. Croix:** Implement state-of-the-art datacenters on USVI government property for both islands.	Jan-13	All Agencies	
		Security: Write, implement and enforce enterprise (government-wide) IT security policies. Install and utilize enterprise			

In January 2013, Governor de Jongh again reinforced participation in the FirstNet initiative as priority for BIT.

It is important to note that the USVI intends to use our tower communications infrastructure to implement the NPSWBN. It is also important to note that the USVI has a microwave wireless broadband network (referred as GWAN or EVPN) and is piloting a public safety live stream video surveillance application on the network. It is our intent to use the SLIGP to put together a comprehensive SCIP that includes a public safety wireless network using LTE technology.

The Territory of the United States Virgin Islands is comparatively small but complex. The Territory is 133 square miles. We function as a state government with no local city or county governments. Therefore, our PSC members directly represent all our citizens.

The USVI intends to use the SLIGP funding in the amount of $515,628 to actively participate in this assessment and planning stage of FirstNet nationwide initiative. We plan to prepare for our consultation with FirstNet, participate in regional activities, educate ourselves on wireless technology including LTE, leverage our existing infrastructure to be early adopters, create public and practitioner awareness to garner buy-in, collect data to support a plan to implement a local public safety wireless broadband network capable of connecting to the NPSWBN.

State-level Involvement

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

The USVI has not assigned a Statewide Interoperability Program Coordinator (SWIC). The POC to FirstNet is functioning as the SWIC. However, it is our intent to use the SLIGP funding to hire a program manager for the NPSWBN. The salary would be $65,000 per year and the job responsibilities would be the same as the SWIC position listed on pages 13 and 14 in the "Establishing Governance to Achieve Statewide Communications Interoperability: A Guide for Statewide Communication Interoperability Plan (SCIP) Implementation" published by Homeland Security. Althought, the job description would be same as the "traditional LMR SWIC", the USVI understands that 100% of the proposed program manager position activities will only support the FIRSTNET public safety wireless broadband network.

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

Reuben D. Molloy is the Director for the Bureau of Information Technology (BIT) and Chief Information Technology Officer for the Government of the United States Virgin Islands. The Director for BIT is a cabinet level position. Mr. Molloy is the State CIO. The Director for the Bureau of Information Technology is the POC for FirstNet and National Governors Association's FirstNet advisory committee. The Director is also a member of the Public Safety Committee.

In addition, BIT is responsible for maintaining USVI's current microwave wireless network and unified radio communications system including communications the tower infrastructure. Therefore, the State CIO has direct responsibility for most of the relevant territorial resources that would make this project a success. Our intent is for the SWIC to report to the State CIO. BIT is also the USVI agency applying for the SLIGP funding on behalf of the Government of the USVI.

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

The USVI intends to involve all public safety related agencies with SLIGP at all levels of the public safety wireless broadband network implementation. The public safety decision makers are involved via active participation in the PSC. The practitioners will participate via territorial interoperable committees. The USVI intends to use the SLIGP funding to establish the territorial interoperable committees.
The PSC members represent the following agencies:
- Governor's Office
- Islands Administrators
- Virgin Islands Police Department

- Virgin Islands Territorial Emergency Management Agency
- Department of Justice (United States Virgin Islands)
- Virgin Islands National Guard
- Bureau of Motor Vehicle
- Virgin Islands Fire Service
- Bureau of Corrections
- Law Enforcement Planning Commission
- Bureau of Information Technology
- Lieutenant Governor's Office

All public safety practitioners including volunteer organizations will be able to participate in the territorial interoperability committees to include:
- Virgin Islands Police Department
- Virgin Islands Territorial Emergency Management Agency
- Department of Justice (United States Virgin Islands)
- Virgin Islands National Guard
- Bureau of Motor Vehicle
- Virgin Islands Fire Service
- Bureau of Corrections
- Bureau of Information Technology
- Department of Licensing & Consumer Affairs
- St. Croix Rescue (Volunteer Organization)
- St. Thomas Rescue (Volunteer Organization)
- St. John Rescue (Volunteer Organization)
- Water Island Rescue (Volunteer Organization)
- Emergency Medical Services
- Red Cross
- Department of Health
- Department of Planning & Natural Resources
- Government House Security
- Virgin Islands Port Authority
- Virgin Islands Superior Court

The USVI is committed to developing a practitioner-driven public safety communications system that is capable of participating in the Nationwide Public Safety Wireless Broadband Network with the assistance of the SLGP and other NTIA funding.

In order to ensure the nuances of each island community is taken into account when gathering USVI data and requirements related to FIRSTNET, we plan to have one territorial committee with island representatives participating via videoconference or teleconference. The Bureau of Information Technology and the Virgin Islands Territorial Emergency Management Agencies have video conferencing capabilities. The members of the committee will be the major conduit for conducting awareness/education workshops, collecting data and network requirements for FIRSTNET consultations. We plan to have monthly meetings coordinated and documented by the proposed SLIGP program manager for the three years of the grant. We plan to convene the first meeting within one month of hiring the proposed SLIGP program manager.

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

The USVI is requesting a program manager to be funded by the SLIGP grant. The proposed salary is $65,000/year plus benefits for the three years of the grant. The responsibilities of the program manager will include but not limited to researching Long Term Evolution (LTE) technology, educating, coordination all SLIPG activities, managing the SLIGP budget, documenting all SLIGP activities, preparing USVI team for FIRSTNET consultations, and ensuring compliance with SLIGP requirements. This will be done in collaboration with the existing Bureau of Information Technology staff.

The USVI has assigned the Director for Information Technology as the Point of Contact (POC) to FirstNet. The Director is also the Chief Information Technology Officer for the Government of the United States Virgin Islands hence the state CIO. The Bureau of Information Technology (BIT) is responsible for the territory-wide IT infrastructure with an associated budget. Based on our rural characteristics and island geography, in 1999 the USVI decided to implement a wireless network based on microwave technology as our strategy for accessing broadband network bandwidth. As a result BIT has developed internal resources and expertise in microwave wireless broadband, communications towers development and maintenance, as well as communications technology in general. We even have four (4) certified tower-climbers.. We have also developed partnerships with wireless broadband communications experts in the industry. The USVI will leverage these resources and the SLIGP funding to effectively engage in planning, consulting, and development activities in preparation for the consultations with FirstNet.

The Bureau of Information Technology Staff:
- DIRECTOR/CIO
- DEPUTY DIRECTOR
- FINANCE MANAGER
- PROJECT MANAGER
- CONFIDENTIAL SECRETARY
- NETWORK SYSTEMS MANAGER
- NETWORK SYSTEMS MANAGER
- SECRETARY
- ADMINISTRATIVE OFFICER I
- NETWORK SPECIALIST
- HELP DESK SPECIALIST
- HELP DESK SPECIALIST
- HELP DESK SPECIALIST
- RADIO FREQUENCY TECHNICIAN
- RADIO FREQUENCY TECHNOLOGY
- RADIO FREQUENCY TECHNOLOGY
- RADIO FREQUENCY TECHNOLOGY

The USVI intends to coordinate our efforts within BIT using Homeland Security's "Establishing Governance to Achieve Statewide Communications Interoperability: A Guide for Statewide Communication Interoperability Plan (SCIP) Implementation" as guidance. It is our intent to use the staffing plan outlined in the "Recommended Statewide Interoperability Coordinator's Office Staff" section of this document. Based on the USVI's small size yet complex jurisdiction, we have modified the staffing recommendations as follows.

- Program Manager: SLIGP funding
- Executive Assistant: Existing BIT staff
- Special Assistants: duties to be performed by Program Manager
- Technical Communications Coordinator: duties to be performed by existing BIT staff
- Regional Coordinators: not needed

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

The USVI currently does not engage private industry.

Coordination with Local Government Jurisdictions

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

The Government of the United States Virgin Islands is a territory of the United States and does not have local jurisdictions as separate governmental entities. The USVI Territory has one governmental structure, which functions similar to a state. However, the USVI does have islands within the Territory.   Our intent is to use the SLIGP funding to host meetings on the larger islands of St. Thomas, St. Croix and St. John.

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

Using the SLGP funding coordinated by the Public Safety Committee (PSC), the USVI intends to convene meetings on each of the three larger islands to ensure the nuances of each island are taken into consideration when designing the public safety wireless broadband network capable of participating in the nationwide effort. We will ensure that all perspectives are presented during our consultation with FirstNet.

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

The USVI have convened town hall meetings in addition to surveys to exchange communications related to a territory-wide initiative. We have also used Legislative Branch hearings to facilitate territory-wide projects. Project plans are then developed and executed and monitored by various committees or agency heads.

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

We have one jurisdiction controlled by the Governor of the United States Virgin Islands. The Governor empowers committees like the PSC to solve problems. If necessary, problems are escalated to the Governor.

Regional Coordination

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

The USVI has assigned the State CIO/Director for the Bureau of Information Technology as the Point of Contact (POC) to FirstNet and to The National Governor's Association (NGA) FirstNet Advisory Committee. The USVI POC has participated in all FirstNet board meetings beginning August 2012 and NGA activities related to NPSWBN. We also intend to use the SLIGP funding to attend FirstNet's regional workshops.

Please note that the USVI is an Island Territory whose closes neighbor is the island of Puerto Rico. The POC has reached out to the State CIO from Puerto Rico and we have agreed to collaborate in the future.

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

The USVI has a single governmental entity. There are no local or county governments. However, we plan to use the SLIGP funding to engage in island district outreach activities.

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

The USVI plans to use the Homeland Security 2008 document for establishing governance as guidance to facilitate regional coordination for the nationwide public safety broadband network planning.

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

We reached out to Puerto Rico but was not able to engage before the SLIGP March 19th deadline.

Tribal Nations

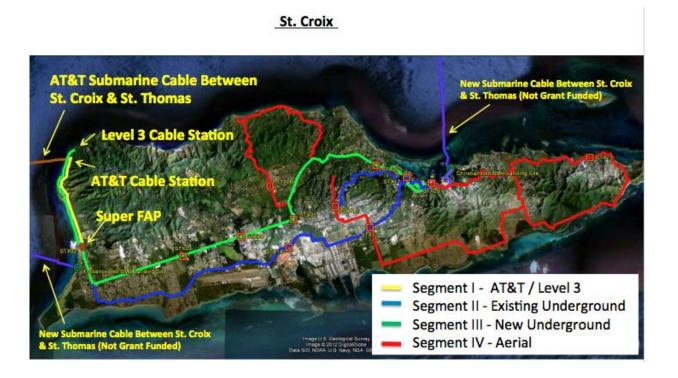The United States Virgin Islands does not have any recognized tribal nations within the Territory.
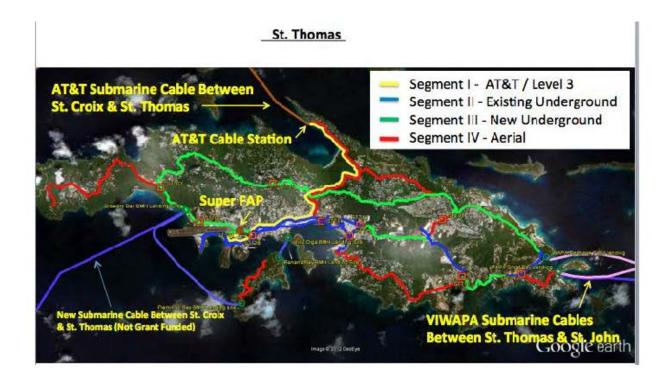
Rural Coverage

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

Federal Register / Vol. 77, No. 59 / Tuesday, March 27, 2012 / Notices (http://www.gpo.gov/fdsys/pkg/FR-2012-03-27/pdf/2012-6903.pdf) states, "As a result of the 2010 Census, there are 486 urbanized areas in the United States, 11 urbanized areas in Puerto Rico, and no urbanized areas in the Island Areas…" This document contains the following definition, "The Island Areas are American Samoa, Guam, the Commonwealth of the Northern Mariana Islands, and the U.S. Virgin Islands." Therefore, the entire United States Virgin Islands is classified as rural.

Please describe the coverage area and availability of broadband service and LTE technology in the rural areas of the State as defined in response to 7.a.

The following maps display the USVI broadband coverage upon the July 2013 completion of viNGN fiber backbone broadband middle mile initiative.
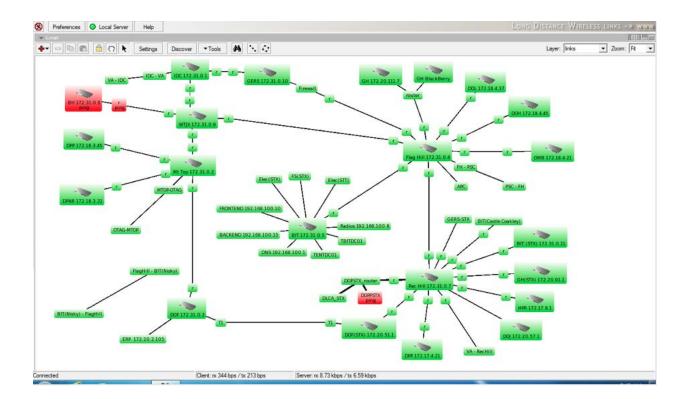
The USVI does not currently have LTE wireless broadband service. AT&T and Sprint are the major mobile carriers in the territory. The USVI also has several wireless broadband ISPs. As a part of this grants planning and outreach activities, we plan to engage these private industry stakeholders. Nonetheless, the USVI through the Bureau of Information Technology maintains a microwave broadband network (GWAN or eVPN). **c. Please describe how the State plans to prioritize the grant activities to ensure coverage in, and participation by, rural areas. Please include specific plans, milestones, and metrics to demonstrate how you will achieve these requirements**

The entire USVI is considered rural and our goal has been ensure comprehensive coverage. The USVI is made up of four (4) major islands that include Water Island. We intend to use the SLIGP funding to document the coverage on Water Islands and produce coverage maps.

Existing Infrastructure

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

The Government of the USVI owns three major communications network, the wireless microwave network referred to as GWAN or eVPN, the radio and trunking 911 emergency communications network, and the viNGN fiber middle mile broadband backbone. BIT maintains an inventory of the wireless microwave and the 911 emergency radio networks.   A requirement of the NTIA grant is for viNGN to document the fiber network middle mile backbone. Network infrastructure documentation include tower site listing and network diagrams. We intend to use the SLIGP funding to gather data for a comprehensive broadband asset database.

Communications Tower Infrastructure

Island	Existing
STJ	1
STT	6
STX	6

No.	Tower Site	Island	Ownership	Status
1	Saba Hill (Needle)	STJ	LEASE	New
2	Estate Bellvue	STJ	MOU	New
3	Bordeaux Mt. (SBA)	STJ	LEASE	Existing
4	Mamey Peak	STJ	LEASE	New
5	Fortuna (SBA)	STT	Lease	Exiting
6	Fortuna Fire Station (HFA)	STT	Gov't	New
7	Flag Hill (Royale System)	STT	LEASE	Existing
8	Benner Hill	STT	Gov't	Existing
9	Crown Mountain (SBA)	STT	LEASE	Existing
10	Crown Mountain (DHS)	STT	Gov't	New
11	Mountain Top (WTJX)	STT	LEASE	
12	Mountain Top (AT&T)	STT	LEASE	Existing
13	Cotton Valley (SBA)	STX	LEASE	Existing
14	Cotton Valley (P&P)	STX	Gov't	New
15	Blue Mountain (SBA)	STX	LEASE	Existing
16	Blue Mountain (Tropical Towers)	STX	MOU	New
17	Mt Stewart (Reef Broadcasting)	STX	LEASE	Existing
18	Burns Hill (Berrios) Broadband VI	STX	LEASE	Exiting
19	Recovery Hill	STX	Gov't	Existing
20	St. Georges	STX	Gov't	Existing
21	St. Georges (DHS)	STX	Gov't	New
22	St. Georges (DHS) Original	STX	Gov't	New

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

There are several mechanisms that trigger update of USVI network and communications assets. They include assessments, maintenance cost analysis for annual budget, and communications related projects. However, it is our intent to use the SLIGP funding to develop a comprehensive inventory system to facilitate data collection in preparation for the USVI consultation with FirstNet.

Existing Government-Owned Networks

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

The USVI Governments owns a wireless microwave network, an emergency radio and trunking communications system including tower site infrastructure, and a territory-wide middle mile fiber broadband backbone. It is the USVI intent to perform a comprehensive assessment as part of the data collection process. The assessment will include identifying and aggregating the information from previously performed assessments.

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

The USVI intends to perform a comprehensive assessment of our existing infrastructure including our commercial wireless data services providers as a part of the SLIGP activities. We will first identify all the existing carriers as part of our outreach efforts. Then, as we prepare for our consultation with FirstNet, we will be able to discuss the public/private options. We hope to be able to engage carriers with a national presence at the corporate level in collaboration with FirstNet.

Network Users

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

The USVI has an established government owned emergency communications system. This emergency communications system include the following users:
- Virgin Islands Police Department
- Virgin Islands Territorial Emergency Management Agency
- Department of Justice (United States Virgin Islands)
- Virgin Islands National Guard
- Bureau of Motor Vehicle
- Virgin Islands Fire Service
- Bureau of Corrections
- Bureau of Information Technology
- Department of Licensing & Consumer Affairs
- St. Croix Rescue (Volunteer Organization)
- St. Thomas Rescue (Volunteer Organization)
- St. John Rescue (Volunteer Organization)
- Water Island Rescue (Volunteer Organization)
- Emergency Medical Services
- Red Cross
- Department of Health

- Department of Planning & Natural Resources
- Government House Security
- Virgin Islands Port Authority
- Virgin Islands Superior Court

Regardless, to ensure the USVI designs the most comprehensive and secure public safety wireless broadband network, the USVI intends to use the SLIGP funding to leverage national best practices and the USVI requirements to determine the appropriate stakeholder representation for the PSC. We will reach out to federal and private partners to invite them to be members of the PSC . We also intend to use feedback from surveys and community meetings to identify all stakeholders.

Education and Outreach

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

The requirements for the proposed public safety broadband network are currently unknown. The SLIGP is a planning grant. After completely researching public safety broadband network technology and assimilating information received from FIRSTNET, the proposed SLIGP program manager will provide education and awareness training at all of the PSC and territorial interoperable committee.

Training and Exercises	Training	Training should: ✔ Involve all necessary responders. ✔ Include planned and regular instruction using all systems and equipment. ✔ Address policies, practices, and procedures needed to enable communications in a range of emergency events. ✔ Ensure sufficiently trained personnel are available to support agency needs to plan, manage, and coordinate emergency communications processes and solutions, as needed. ✔ Be assessed and adapted to address gaps and needs.
	Exercises	Exercises should: ✔ Involve all necessary responders and organizations, and have planned and regular cycles. ✔ Include tabletop and fully functional operational exercises. ✔ Address interoperable emergency communications processes and solutions for small- to large-scale emergency events. ✔ Be evaluated through after-action reports and adapted to address gaps and needs.

Tools

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

The USVI intends to use the suite of software contained in Microsoft Office Professional as our office automation tool. In addition to Microsoft Office to facilitate email communications and Microsoft Lync to facilitate meetings and collaboration. Microsoft Lync enables desktop video conferencing and desktop sharing. We also intend to use Microsoft SharePoint as our central

document repository and collaboration platform. We will use Adobe Acrobat to create electronic forms for online completion.

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

To facilitate SLIGP related meetings, the USVI intends to use its Polycom video conferencing infrastructure. This will significantly reduce the cost of inter-island travel. The cost of a seaplane ticket between islands is approximately $185. The USVI is investigating the use of Microsoft InfoPath to facilitate electronic data collection and automatic population of databases.

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

The Government of the Virgin Islands – Bureau of Information Technology did not solicit assistance from any consultant, vendor or any other entity in the preparation of the grant application.

<div align="center">REFERENCES</div>

December 2008 Homeland Security, "Establishing Governance to Achieve a Statewide Communications Interoperability: A Guide for Statewide Communication Interoperability Plan (SCIP) Implementation"

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(http://www.gpo.gov/fdsys/pkg/FR-2012-03-27/pdf/2012-6903.pdf