

**Application for Federal Assistance SF-424**

\* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

\* 2. Type of Application:

- New
- Continuation
- Revision

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

\* Other (Specify):

\* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

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

\* c. Organizational DUNS:

**d. Address:**

\* Street1:

Street2:

\* City:

County/Parish:

\* State:

Province:

\* Country:

\* Zip / Postal Code:

**e. Organizational Unit:**

Department Name:

Division Name:

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

Prefix:

\* First Name:

Middle Name:

\* Last Name:

Suffix:

Title:

Organizational Affiliation:

\* Telephone Number:

Fax Number:

\* Email:

**Application for Federal Assistance SF-424**

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

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

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

CFDA Title:

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

\* Title:

**13. Competition Identification Number:**

Title:

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

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

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

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

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

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

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

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

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

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

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:	<input type="text"/>	* First Name:	<input type="text"/>
Middle Name:	<input type="text"/>		
* Last Name:	<input type="text"/>		
Suffix:	<input type="text"/>		

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

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

**BUDGET INFORMATION - Non-Construction Programs**

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

**SECTION A - BUDGET SUMMARY**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
2. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>5. Totals</b>		\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

**SECTION B - BUDGET CATEGORIES**

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

Authorized for Local Reproduction

**SECTION C - NON-FEDERAL RESOURCES**

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

**SECTION D - FORECASTED CASH NEEDS**

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

**SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT**

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b)First	(c) Second	(d) Third	(e) Fourth
16. <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
17. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
19. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>20. TOTAL (sum of lines 16 - 19)</b>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

**SECTION F - OTHER BUDGET INFORMATION**

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

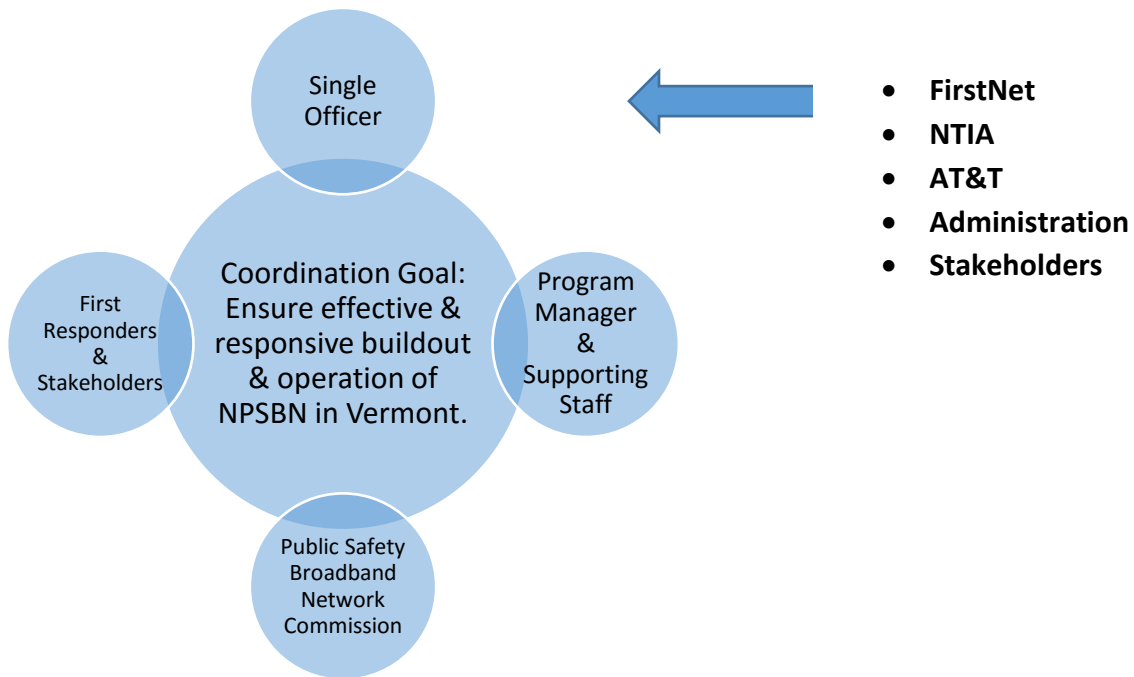
# State and Local Implementation Grant Program (SLIGP) 2.0 Vermont Application Narrative December 22, 2017

Grant Purpose: Provide the necessary resources for coordination efforts during the post-State Plan period as RAN buildout occurs.

## 1. Single Officer, Staffing and Governing Body

*Description of how Vermont, as an opt-in state, will utilize a single officer, staffing and advisory body to provide the coordination efforts needed during the post-state plan period for the Nationwide Public Safety Broadband Network (NPSBN).*

To be successful in achieving a functioning NPSBN, FirstNet must view the states as a vital ongoing partner to ensure network milestones for coverage and service are met. In Vermont, we will organize our state partnering activities as follows:



**Single Officer** – The officer will be based in the Department of Public Safety and will function in a role similar to the previous SLIGP 1.0 Single Point of Contact. The FirstNet enabling legislation (Middle Class Tax Relief and Job Creation Act of 2012) in Section 6206(c)(2)(A) requires FirstNet consult with states regarding (i) construction of a core network and any radio access network build out; (ii) placement of towers; (iii) coverage areas of the network, whether at the regional, State, tribal, or local level; (iv) adequacy of hardening, security, reliability, and resiliency requirements; (v) assignment of priority to local users; (vi) assignment of priority and selection

of entities seeking access to or use of the nationwide public safety interoperable broadband network established under subsection (b); and (vii) training needs of local users. Vermont's Single Officer will act as the overall coordinator of the consultation efforts. The Single Officer also will direct a program manager and any support staff and will coordinate the convening of the Public Safety Broadband Network Commission (PSBC), acting as a voting member of the advisory body. The Single Officer is the State of Vermont's officer that will coordinate the implementation of the State and Local Implementation Grant Program (SLIGP).

**Program Manager & Supporting Staff** – Under the direction of the Single Officer, the program manager will facilitate and execute coordination efforts within Vermont to produce planning, policy and organizational documents. The program manager will carry out identified activities related to the transition of public safety applications, software and databases, including planning activities to prepare for emergency communications technology transitions. The program manager will assist with and execute any FirstNet requested data collection and stakeholder outreach events aimed at achieving NPSBN implementation. The program manager also will coordinate any RFP processes for soliciting and leveraging the technical and program expertise needed to carry-out identified coordination and planning activities. The program manager will work with all contractors hired through a competitive RFP process to facilitate and ensure the correct execution of each contract.

A financial administrator from the DPS Administration and Financial Division will be responsible for the grant's management, processing all invoices, the SLIGP budget, and for submission of reports.

Temporary employees will be leveraged, as needed, to ensure a timely response to unanticipated requests from FirstNet for planning and technical work and to assist the program manager with project work.

**Public Safety Broadband Network Commission (PSBC)** – The PSBC was established by Executive Order in 2013 to guide and prepare for FirstNet in Vermont. The PSBC is charged with advising the Governor on issues related to the NPSBN. The PSBC is also responsible for reporting on the use of grant money received in Vermont for the purpose of building the NPSBN. Administrative support for the commission is provided by the Department of Public Safety and is overseen by the Single Officer. The Single Officer serves as a voting member of the commission. Commission representatives include first responder professionals from local police, fire, and Emergency Medical Services; the Enhanced 9-1-1 Board; and State agency representatives from the Department of Public Safety, Agency of Commerce and Community Development, Department of Digital Services, Department of Public Service, and the Agency of Transportation. Below is a list of the current PSBC members.

- Terry LaValley, Single Officer, Chair, Department of Public Safety
- Chris Herrick, Deputy Commissioner, Department of Public Safety
- Steven Locke, Professional Firefighters of Vermont, Chief, Burlington Fire Department



- Al Barber, Vermont Fire Chiefs Association, Chief, Hinesburg Fire Department
- Ron Kumetz, Vermont State Firefighters Association, Alburgh Volunteer Fire Department
- Dan Manz, Vermont Ambulance Association, Vice President
- Douglas Johnston, Chief, Springfield Police Department
- Thomas Hango, Captain VT State Police, Emergency Communications Commander
- Jim Porter, Department of Public Service, Director, Public Advocacy
- Barb Neal, E 9-1-1 Board, Executive Director
- Robert White, Agency of Transportation, Senior Manager
- Frank Costantino, Agency of Digital Services, ERP Tech Services Director
- Ken Jones, Agency of Commerce & Community Development, Economic Research Analyst

The PSBC plays an important advisory role to ensure that the public safety users of the NPSBN are represented. PSBC members help facilitate two-way communication between the first responder group and the PSBC. The PSBC also provides input to the Single Officer in directing the program manager and staff on work needed to be done on behalf of first responders.

EXPERIENCE: Vermont’s organizational team of Single Officer, program manager and staff, and the PSBC have years of experience working on the NPSBN roll-out. This team successfully worked together in the execution of the SLIGP 1.0 grant. The Single Officer has more than 20 years experience in public safety communication systems and manages the State of Vermont Land Mobile Radio network, Vermont Law Enforcement Telecommunications System, and Vermont Microwave Network. He has worked as Vermont’s only Single Point of Contact for the FirstNet project and manager of SLIGP 1.0. He and five of the current PSBC members have worked on the FirstNet initiative since 2013 and are original commission members. The program manager has worked on the FirstNet initiative for almost two years and has coordinated the reporting of program information for the quarterly reports by Vermont on SLIGP 1.0. Vermont also will have continuity between SLIGP 1.0 and SLIGP 2.0 in financial reporting. The financial administrator has worked on the SLIGP for Vermont for more than one year and will continue in that role for SLIGP 2.0.

OUTCOME: Vermont’s organizational structure will provide for ongoing coordination with NTIA and the implementation of grant funds. Vermont’s organizational structure leverages an existing and experienced governance body to provide input to the Single Officer and contribute toward planning activities to further identify potential public safety users of the NPSBN and prepare for data sharing.

**2. Data collection and planning work for NPSBN implementation, as requested by FirstNet, and as need is demonstrated by Vermont for such information under SLIGP 2.0**

***Description of how Vermont, as an opt-in state, will utilize its organizational team and contract/consulting services to meet the anticipated requests of FirstNet and needs of the State of Vermont during the grant period.***

Under SLIGP 1.0, Vermont was successful in responding to FirstNet requests for information and activities by strategically utilizing outside consultants with the applicable expertise to work with the PSBC on an as-needed basis. Under SLIGP 2.0, Vermont proposes to use the same approach. Practically speaking, this will mean keeping our regular staffing at a minimal level and releasing competitive RFPs for anticipated work. Vermont anticipates it will issue RFPs for work within the following areas.

**Technical Advising** - Vermont will seek a consulting group(s) that can perform or access wireless coverage data analytics, drive testing, conduct field testing, and other activities to document coverage gaps within the NPSBN in the state. The consulting group must be able to compile the results of the crowdsourced and field measurements and present it to FirstNet to guide coverage planning. Under allowable SLIGP 2.0 activities, Vermont intends to have the technical expertise ready to use should a need arise to perform drive testing for areas where NPSBN coverage is projected within an IOC period following an implementation phase. Vermont's mountainous terrain can make it difficult to achieve reliable coverage in many areas of the state. Follow-up data is critical to ensure that NPSBN coverage objectives are met.

OUTCOME: Ensures Vermont will have the qualified technical expertise available to meet ongoing and unexpected data needs of FirstNet. Ensures that Vermont will have ready coverage data to support the development of a robust and reliable NPSBN in the state.

**Planning Advising** – Vermont will seek a consulting group(s) that can perform activities to identify and plan for the transition of public safety applications, software and databases. Such work would include examination of LMR transition and/or integration with the NPSBN; plan development for inclusion of commercial PTT and MC-PTT services with LMR networks statewide, including interoperability planning; and planning for the transition of common applications such as ICAM, video, PTT and CAD.

OUTCOME: Ensures thorough and quality planning efforts to prepare for emergency communications technology transitions. Ensures Vermont has identified common public safety applications, software and database uses by the state's first responders and can anticipate applicable transition needs. Such planning will support a smooth and effective transition to the NPSBN.

**Policy Development Advising** – Vermont will seek a consulting group(s) that can assist in the development of policies and agreements to increase the sharing of data between existing public safety systems across various agencies within the state using the NPSBN. Vermont would

seek to develop Standard Operating Procedures regarding mobile data application that cover: information sharing; device management; deployables; and mobile data integration. A need for policy development is also anticipated for determining primary versus extended primary classifications of first responders in Vermont and for identifying and integrating non-agency paid qualified subscribers—a particular concern given Vermont’s large number of volunteer fire fighters and other first responders.

OUTCOME: Ensures development of Standard Operating Procedures and policy to promote an increased sharing of data between existing public safety systems across various agencies in the state related to use of the NPSBN.

**3. Planning activities by the Single Officer and PSBC to further identify potential public safety users of the NPSBN and convene stakeholder outreach events to assist in network implementation as requested by FirstNet; and planning efforts to help FirstNet gain inclusion on applicable statewide contract vehicles.**

*Description of how Vermont, as an opt-in state, will utilize its organizational team to maintain and develop public safety contacts to ensure a ready response for user leads, statewide contract participation, and convening of first responders.*

Under SLIGP 1.0, Vermont maintained ongoing interactions with the first responder community via personal meetings, email communications, a newsletter and PSBC web site. Under SLIGP 2.0, Vermont will consult with FirstNet and its partner about how to best leverage these open channels of communication to assist in the rollout of the NPSBN.

**Communication Planning** – A meeting schedule for updates between the Single Officer and FirstNet and its partner will be put in place. One goal will be to establish an agreed upon process to facilitate communication between the State of Vermont and FirstNet and its partner. Vermont wants to ensure that it can accurately and completely track the buildout of the NPSBN, along with communicating the service needs of the public safety community, and provide a mechanism to support public safety stakeholders in their interactions with FirstNet and its partner.

OUTCOME: Ensures that Vermont’s public safety community can have a collective voice in communicating their service and coverage needs. In turn, access to the public safety community will be enhanced and a conduit created to communicate information on the NPSBN to new potential users.

**Outreach Events** – As requested by FirstNet, Vermont will maintain its communication channels with members of the public safety community to help in organizing outreach events and facilitate planning for the NPSBN implementation. Vermont will partner with FirstNet to provide email updates, develop state-specific stories on first responder broadband use and create opportunities for the public safety community to stay informed on NPSBN implementation.

Outreach event execution will be done by the program manager, in coordination with the Single Officer and the PSBC.

OUTCOME: Ensure that a communication framework is in place to enable the execution of effective outreach events, upon the request of FirstNet.

**Contract Planning** – The Single Officer will initiate contact with the State’s main purchasing department to organize efforts to establish a statewide contract for broadband services supplied by FirstNet’s partner. Planning efforts will leverage statewide data regarding broadband use gathered from Vermont first responders as part of SLIGP 1.0. As needed, data regarding current average monthly cost for services and plan payments and service needs will be gathered.

OUTCOME: A statewide contract for FirstNet services.

**State and Local Implementation Grant Program (SLIGP) 2.0**  
**Vermont Budget Narrative**  
**Revised January 11, 2018**

**TOTALS**

	<b>Total Award</b>	<b>Increment 1</b>	<b>Increment 2 NTE</b>
<b>Federal:</b>	<b>\$432,988</b>	<b>\$200,000</b>	<b>\$232,988</b>
<b>Non-Federal:</b>	<b>\$108,247</b>	<b>\$50,000</b>	<b>\$58,247</b>
<b>Total:</b>	<b>\$541,235</b>	<b>\$250,000</b>	<b>\$291,235</b>

*Note above totals are rounded up to reflect cents in budget detail spreadsheet, as needed.*

**Personnel: Total Amount \$244,674**

	<b>Increment 1</b>	<b>Increment 2 NTE</b>
<b>Federal:</b>	<b>\$93,475</b>	<b>\$85,996</b>
<b>Non-Federal:</b>	<b>\$33,959</b>	<b>\$31,244</b>
<b>Increment Total:</b>	<b>\$127,434</b>	<b>\$117,240</b>

See the Detailed Budget Spreadsheet for calculations

- **Single Officer (Federal \$0, Non-Federal \$60,303)**  
 Overall coordinator of FirstNet consultation efforts. Directs program manager and supporting staff, coordinates the convening of the Public Safety Broadband Network Commission and acts as a voting member. Coordinates implementation of SLIGP 2.0. The Single Officer will spend an average of 12 hours weekly on SLIGP 2,0 grant activities for 2 years. The annual salary is \$100,506.
- **Program Manager (Federal \$176,509, Non-Federal \$0)**  
 This person will facilitate and execute coordination efforts within Vermont to produce planning, policy and organizational documents. Reports to the Single Officer. The program manager will carryout identified activities related to the transition of public safety applications, software and databases, including planning activities to prepare for emergency communications technology transitions. Coordinate RFP process. The annual salary is \$88,254.
- **Financial Administrator (Federal \$2,962, Non-Federal \$0)**  
 This person is responsible for the grant’s management, processing all invoices, the SLIGP budget and for submission of progress reports. The financial administrator will spend approximately 1 hour of their time each week on SLIGP 2.0 grant activities for 2 years. The annual salary is \$59,238.
- **Temporary Employees (Federal \$0, Non-Federal \$4,900)**  
 Will work with the program manager and assist on program work. The temporary employee will spend approximately 2 hours of their time on SLIGP 2.0 grant activities each week for 2 years. The hourly rate for the temporary employee is \$23.56.

**Fringe: Total Amount \$81,022**

	<b>Increment 1</b>	<b>Increment 2 NTE</b>
<b>Federal:</b>	<b>\$32,623</b>	<b>\$30,014</b>
<b>Non-Federal:</b>	<b>\$9,576</b>	<b>\$8,809</b>
<b>Increment Total:</b>	<b>\$42,199</b>	<b>\$38,823</b>

See the Detailed Budget Spreadsheet for calculations

- **Single Officer (Federal \$0, Non-Federal \$18,091)**  
Fringe is calculated at 30% of salary for the portion of time spent on SLIGP 2.0 activities
- **Program Manager (Federal \$61,778, Non-Federal \$0)**  
Fringe is calculated at 35% of salary for the portion of time spent on SLIGP 2.0 activities
- **Financial Administrator (Federal \$859, Non-Federal \$0)**  
Fringe is calculated at 29% of salary for the portion of time spent on SLIGP 2.0 activities
- **Temporary Employees (Federal \$0, Non-Federal \$294)**  
FICA is calculated a 6% of salary. No fringe benefits are offered to temporary employees

**Travel: Total Amount \$12,792**

	<b>Increment 1</b>	<b>Increment 2 NTE</b>
<b>Federal:</b>	<b>\$4,797</b>	<b>\$7,995</b>
<b>Non-Federal:</b>	<b>\$0</b>	<b>\$0</b>
<b>Increment Total:</b>	<b>\$4,797</b>	<b>\$7,995</b>

See the Detailed Budget Spreadsheet for calculations

- **In-State Employee Travel (Federal \$704, Non-Federal \$0):**  
Two employees to take 1 trip per quarter for 8 quarters for a total of 16 trips. On an average one day travel, covering 110 miles round trip, expenses would include a \$40 state motor pool charge, and a mileage charge of \$.40 per mile for every mile in excess of 100 miles (\$4). The cost of each trip per person is approximately \$44. There will be 16 trips.
- **Out of State Employee Travel (Federal \$9,688, Non-Federal \$0):**  
Out of state travel for regional and national meetings with FirstNet or other approved stakeholders. Two employees will each travel to a total of 4 meetings over the grant period. Total number of trips is 8 at a cost of approximately \$1,211 per trip including: \$800 round trip airfare, \$250 total lodging for two nights, an estimated per diem of \$111 at \$37 a day for three days, and miscellaneous costs of \$50.
- **Stakeholder Travel Line Item (Federal \$2,400, Non-Federal \$0):**  
In-state travel sponsored for 4 voting members of the PSBC to attend FirstNet/NPSBN commission planning meetings six times a year over the two-year grant period. The

expense reimbursement is per State of Vermont Executive order #05-13. A total of 4 voting representatives at \$200 per meeting for 12 meeting.

**Equipment: Total Amount \$0**

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

There are no equipment costs anticipated during this grant.

**Supplies: Total Amount \$5,100**

	<b>Increment 1</b>	<b>Increment 2 NTE</b>
<b>Federal:</b>	<b>\$2,250</b>	<b>\$1,350</b>
<b>Non-Federal:</b>	<b>\$938</b>	<b>\$562</b>
<b>Increment Total:</b>	<b>\$3,188</b>	<b>\$1,912</b>

See the Detailed Budget Spreadsheet for calculations

- **General Office Supplies (Federal \$600, Non-Federal \$0)**  
General office supplies include, but are not limited to copy paper, pens, binders, etc. The average estimate is \$25.00 per month over a period of 24 months for a total of \$600.
- **Laptops (Federal \$3,000, Non-Federal \$1,500)**  
Laptops and the associated hardware and initial start-up costs for two laptops for grant personnel. Each set up cost is approximately \$2,250.

**Contractual: Total Amount \$108,000**

	<b>Increment 1</b>	<b>Increment 2 NTE</b>
<b>Federal:</b>	<b>\$35,125</b>	<b>\$51,275</b>
<b>Non-Federal:</b>	<b>\$5,375</b>	<b>\$16,225</b>
<b>Increment Total:</b>	<b>\$40,500</b>	<b>\$67,500</b>

See the Detailed Budget Spreadsheet for calculations

- **Technical Advising (Federal \$38,400, Non-Federal \$9,600)**  
The technical consultant will perform or access wireless coverage data analytics, drive testing, conduct field testing and other activities related to the NPSBN.
- **Planning Advising (Federal \$24,000, Non-Federal \$6,000)**  
The planning consultant will perform activities to identify and plan for the transition of public safety applications, software and databases.

- **Policy Development Advising (Federal \$24,000, Non-Federal \$6,000)**  
The policy development consultant will assist in the development of policies and agreements to increase the sharing of data between existing public safety systems across various agencies with the state using the NPSBN.

**Construction: Total Amount \$0**

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

There are no construction costs anticipated during this grant.

**Other: Total Amount \$8,500**

	<b>Increment 1</b>	<b>Increment 2 NTE</b>
<b>Federal:</b>	<b>\$1,300</b>	<b>\$5,641</b>
<b>Non-Federal:</b>	<b>\$152</b>	<b>\$1,407</b>
<b>Increment Total:</b>	<b>\$1,452</b>	<b>\$7,048</b>

- **Rental Costs (Federal \$4,800, Non-Federal \$1,200)**  
Rental costs for FirstNet requested meetings with first responders including location costs and other amenities. Based on estimates from the Hilton Conference Center, Burlington, VT, the cost to host one meeting for statewide participation is \$6,000.
- **Mailing Costs (Federal \$800, Non-Federal \$200)**  
Mailing costs to communicate developments within the NPSBN, in partnership with FirstNet. We anticipate doing 2 mailings per year to Vermont first responders leaders at a cost of \$500 per mailing or \$1,000 for the grant period.
- **Miscellaneous Costs (Federal \$1,341, Non-Federal \$159)**  
Miscellaneous costs may include business cards and software licensing for Microsoft Project. We would like to set aside \$1,500 in order to cover those costs.

**Indirect: Total Amount \$81,147**

	<b>Increment 1</b>	<b>Increment 2 NTE</b>
<b>Federal:</b>	<b>\$30,430</b>	<b>\$50,717</b>
<b>Non-Federal:</b>	<b>\$0</b>	<b>\$0</b>
<b>Increment Total:</b>	<b>\$30,430</b>	<b>\$50,717</b>

See the Detailed Budget Spreadsheet for calculations

- **Indirect Costs (Federal \$81,147, Non-Federal \$0)**



Indirect Costs represent 19% of all SLIGP funded personnel wages and fringe. Indirect costs go to General Support Division to pay salaries for HR, finance, and IT which benefits the state agency overall.

Grant Application Identifier: SLIGP 2.0 Revised 1/11/18  
 Proposed Grant Period: 3/1/18-2/29/20

**Budget Detail Worksheet**

**A. Personnel** - List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities

Name, Position / Title	Hourly Rate	Computation			Total Hours	Cost for the Period	Federal share non-Federal share	
		X Number of Hr's Per Week	X Number of Weeks					
1. Single Officer (in-kind match Salary)	\$48.32	12.00	104	1,248	\$60,303		\$60,303	
2. Program Manager Salary	\$42.43	40	104	4,160	\$176,509	\$176,509		
3. Financial Administrator Salary	\$28.48	1	104	104	\$2,962	\$2,962		
4. Temporary Employee (in-kind match Salary)	\$23.56	2	104	208	\$4,900		\$4,900	
<b>Total Personnel</b>						<b>\$244,674</b>	<b>\$179,471</b>	<b>\$65,203</b>

**B. Fringe Benefits** - Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the

Name, Position / Title	Rate	Computation		Salary	Cost	Federal share non-Federal share		
1. Single Officer FICA, Retirement, Health, Dental, Life, EAP (in-kind match Fringe Benefits)	30%	X Salary	\$60,303	\$18,091		\$18,091		
2. Program Manager FICA, Retirement, Health, Dental, Life, EAP (Fringe Benefits)	35%	X Salary	\$176,509	\$61,778	\$61,778			
3. Financial Administrator FICA, Retirement, Health, Dental, Life, EAP (Fringe Benefits)	29%	X Salary	\$2,962	\$859	\$859			
4. Temporary Employee FICA (in-kind match Fringe Benefits)	6%	X Salary	\$4,900	\$294		\$294		
<b>Total Fringe</b>						<b>\$81,022</b>	<b>\$62,637</b>	<b>\$18,385</b>
<b>TOTAL PERSONNEL AND FRINGE BENEFITS:</b>						<b>\$325,696</b>	<b>\$242,108</b>	<b>\$83,588</b>

**C. Travel** - Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to

Trip #	Purpose	# people	# cars	Location	# Trips	Computation	Cost
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1. In-State Employee Travel	2	statewide	8	\$44.00	\$704
2. Out of State Employee Travel	2	out of state	4	\$1,211.00	\$9,688
3. Stakeholder Travel	4	statewide	6	\$100.00	\$2,400

**TOTAL TRAVEL**      **\$12,792**      \$12,792      \$0

**D. Equipment** - List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years and an acquisition cost of \$5,000 or more per unit. ( Note:

**TOTAL EQUIPMENT:**      **\$0**      \$0      \$0

**E. Supplies** - List items by type (office supplies, postage, training materials, copying paper, and expandable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for

	<u># of months</u>		<u>Per month</u>	<u>Cost</u>	
General Office Supplies	24	@	25	\$ 600	
	<u># of Laptops</u>			<u>Cost</u>	
Laptops	2		2250	\$ 4,500	

**TOTAL SUPPLIES:**      **\$5,100**      \$3,600      \$1,500

**F. Construction** - As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Check with the program office before budgeting funds in this category.

**TOTAL CONSTRUCTION:**      **\$0**      \$0      \$0

**G. Consultants/Contracts** - Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

require additional justification and prior approval from OJP.

**Sub-Total:**      **\$0**      \$0      \$0

**Consultant Expenses:** List all expenses to be paid from the grant to the individual consultants in addition to their fees (i.e., travel, meals, lodging, etc.)

**Sub-Total:**      **\$0**      \$0      \$0

**Contracts:** Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification

			<u>Hourly rate</u>	<u># of hours</u>				
1. Technical Advising	Personal Services Contract	Vendor TBD	\$160.00	300	\$ 48,000			
						\$38,400	\$9,600	
2. Planning Advising	Personal Services Contract	Vendor TBD	\$160.00	187.5	\$ 30,000			
						\$24,000	\$6,000	
3. Policy Development Advising	Personal Services Contract	Vendor TBD	\$160.00	187.5	\$ 30,000			
						\$24,000	\$6,000	
<b>TOTAL CONTRACTS / CONSULTANTS:</b>						<b>\$108,000</b>	\$86,400	\$21,600

**H. Other Costs** - List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage

Rental Cost	Host State wide meeting	\$	6,000			\$4,800	\$1,200	
Mailing Cost	Vermont first responders business cards, software	\$	1,000			\$800	\$200	
Miscellaneous Cost	licensing	\$	1,500			\$1,341	\$159	
<b>TOTAL OTHER:</b>						<b>\$8,500</b>	<b>\$6,941</b>	<b>\$1,559</b>
<b>I. Indirect Costs</b> - Indirect costs are allowed only if the applicant has a Federally approved indirect cost rate. A copy of the rate approval (a fully executed, negotiated agreement), must be attached. If the applicant does not								
1. Indirect Costs	19%	of	\$352,088.00		\$66,897	\$66,897		
	19%	of	3 contracts	\$	14,250	\$14,250		
<b>TOTAL INDIRECT:</b>						<b>\$81,147</b>	<b>\$81,147</b>	<b>\$0</b>
<b>TOTAL PROJECT COST:</b>						<b>\$541,235</b>	<b>\$432,988</b>	<b>\$108,247</b>

## Budget Summary

Budget Category	Amount
A. Personnel	\$244,674
B. Fringe Benefits	\$81,022
C. Travel	\$12,792
D. Equipment	\$0
E. Supplies	\$5,100
F. Construction	\$0
G. Consultants/Contracts	\$108,000
H. Other	\$8,500
Total Direct Costs	\$460,088
I. Indirect Costs	\$81,147
<b>TOTAL PROJECT COSTS</b>	<b>\$541,235</b>
Federal Share	\$432,988
Non-Federal Share	\$108,247
	\$541,235

Total Project Cost	Federal share	non-Federal share	Increment 1 Total	Federal share	non-Federal share	Increment 2 NTE Total
\$244,674	\$ 93,475	\$ 33,959	\$ 127,434	\$ 85,996	\$ 31,244	\$ 117,240
\$81,022	\$ 32,623	\$ 9,576	\$ 42,199	\$ 30,014	\$ 8,809	\$ 38,823
\$325,696	\$ 126,098	\$ 43,535	\$ 169,633	\$ 116,010	\$ 40,053	\$ 156,063

\$12,792	\$ 4,797		\$ 4,797	\$ 7,995		\$ 7,995
\$0						
\$5,100	\$ 2,250	\$ 938	\$ 3,188	\$ 1,350	\$ 562	\$ 1,912
\$0						
\$0						
\$0						
\$0						
\$108,000	\$ 35,125	\$ 5,375	\$ 40,500	\$ 51,275	\$ 16,225	\$ 67,500

\$8,500	\$ 1,300	\$ 152	\$ 1,452	\$ 5,641	\$ 1,407	\$ 7,048
\$81,147	\$ 30,430		\$ 30,430	\$ 50,717		\$ 50,717
\$541,235	\$ 200,000	\$ 50,000	\$ 250,000	\$ 232,988	\$ 58,247	\$ 291,235

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.



9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

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

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

**LOBBYING**

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

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

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

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

**Statement for Loan Guarantees and Loan Insurance**

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

In any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions.

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

\* NAME OF APPLICANT

\* AWARD NUMBER

\* PROJECT NAME

Prefix:

\* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* SIGNATURE:

\* DATE:

PHILIP B. SCOTT  
Governor



State of Vermont  
OFFICE OF THE GOVERNOR

December 11, 2017

Ladies and Gentlemen:

In compliance with 47 U.S.C. 1442(d) of the Middle Class Tax Relief and Job Creation Act of 2012 (Act), the State of Vermont designates Radio Technology Services Director Terry LaValley, of the Vermont Department of Public Safety, as the State officer to serve as the coordinator of implementation of the State and Local Implementation Grant Program (SLIGP).

The State of Vermont is very interested in seeking funding to collaborate with regional, tribal and local jurisdictions to perform activities related to planning for the establishment of a national public safety broadband network being developed by FirstNet.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Philip B. Scott", with a long horizontal line extending to the right.

Philip B. Scott  
Governor