



Public Safety Interoperable Communications Grant Program



Dear Public Safety Interoperable Communications (PSIC) Grantee,

As the PSIC Grantee conference approaches, we wanted to share some frequently asked questions and answers with you. This attached document has great information about travel logistics, conference registration, and lodging at the Crowne Plaza Cleveland City Centre. If you have any other questions, please email PSIC@dhs.gov.

As a reminder, if you have not registered for the conference or reserved your hotel room, please do so by accessing the conference registration link found on the NTIA website at: <http://www.ntia.doc.gov/psic/conference.html>. The conference and hotel registration deadline is tomorrow, **Thursday, September 23, 2010**.

The conference will include general sessions led by NTIA and FEMA leadership, as well as breakout sessions led by grantees. Topics of discussion include environmental compliance, audit, best practices, match documentation, and closeout process details. NTIA and FEMA will also unveil the PSIC Period of Performance extension application process. Additionally, NTIA and FEMA are working with Federal partners to include other topics of interest, such as the National Emergency Communications Plan, the Public Safety Communications Research Program, and the Federal Communications Commission Narrowbanding requirements.

Invitational Travel funds are available for up to **3 attendees** per State Administrative Agency. Invitational travel funds will support individual costs related to transportation (airfare is prepaid through our travel agent), lodging and meal expenses incurred by attending this event. Funding for additional attendees above the three Invitational travelers must come from other sources. The conference is open to all State and local participants to attend. This includes Municipal, County, and Regional program managers and representatives from the various Urban Areas. If you would like to register more than six participants from your jurisdiction, please contact the PSIC program team at PSIC@dhs.gov.

Those requesting Invitational Travel funds should fill out the highlighted fields on the attached GSA Form 87 Travel Authorization and return a completed password protected version to PSIC@dhs.gov by tomorrow, **Thursday, September 23, 2010**. If you would prefer to provide your information over the phone, please send an email to PSIC@dhs.gov providing your contact information and the best time to reach you. Further details regarding allowable Invitational Travel expenses and how to arrange travel will be sent after receipt of your travel authorization information. Flights not booked through the FEMA travel agent will not be reimbursed.

Please let us know if you have any questions. We look forward to seeing you at the conference!

Thank you,

Department of Commerce
National Telecommunications and Information Administration

Department of Homeland Security
FEMA Grant Programs Directorate

<http://www.ntia.doc.gov/psic>
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