

Public Safety Interoperable Communications Grant Program

*Investment Justification Reference
Guide*

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I. Purpose

The purpose of the Investment Justification Reference Guide is to aid States and Territories in the development of their Public Safety Interoperable Communications (PSIC) Investment Justifications (IJ). This Guide complements the PSIC Program Guidance and Application Kit, which was originally released on July 18, 2007, and revised on August 16, 2007.

This Guide contains specific guidance on:

- Submission requirements for PSIC applicants
- Overview of PSIC objectives and requirements
- Technical considerations for completing the IJ template
- Evaluation criteria against which each Investment will be evaluated
- Funding flows for States with Tier 1 Urban Areas

The Investment Justification will be the method by which States and Territories:

- Demonstrate their planned use of PSIC funds
- Describe specific funding and implementation approaches over the 36-month grant period of performance that will help enhance and sustain capabilities and achieve outcomes aligned with their respective State/Territory Statewide Communications Interoperability Plan (Statewide Plan).

The PSIC Grant Program has been designed to complement other federal interoperable communications grant programs and to leverage the existing paperwork and administrative processes with which DHS grantees are already familiar. As such, PSIC applicants are required to submit an IJ using a similar format as for other grant programs. States and Territories may propose up to ten Investments in their IJs.

Originally, the PSIC Grant Program's statutory requirements required all applicants to consider an Investment's ability to operate in or interoperate with the 700 MHz band via voice, data, and/or video signals; coordinate Investments with local, Tribal, and nongovernmental organizations; include multiple agencies and multiple jurisdictions within all Investments; and, ensure Investments are unique or separate from other federally funded projects or project components. However, as a result of amended legislation signed by President Bush on August 3, 2007, entitled "Implementing the 9/11 Commission Recommendations Act" (Public Law 110-53), PSIC Grant Program applicants are now required to observe both new and modified requirements.

Applicants should note the following statutory amendments. The original statutory language that limited funding to systems that either use or interoperate with systems that use public safety spectrum in the 700 MHz band (specifically, 764-776 MHz and 794-806 MHz) has been modified to also use reallocated public safety spectrum and to include improving or advancing the interoperability of public safety communications

systems that utilize other public safety spectrum bands. Also, planning and coordination, as well as acquisition, deployment, and training for the use of interoperable communications equipment, software and systems are now designated as allowable costs. Lastly, Public Law 110-53 updated the PSIC Grant Program to apportion at least \$75 million to be used to establish and implement a strategic technology reserve (STR) to pre-position or secure interoperable communications in advance for immediate deployment in an emergency or major disaster.

To further aid a successful completion of the Investment Justification, technical assistance will be available to applicants through four, separate workshops held nationwide. The workshops are tentatively scheduled to be held on the following dates:

- September 24, 2007 – Dallas, TX
- September 26, 2007 – Denver, CO
- September 28, 2007 – Newark, NJ
- October 1, 2007 – Los Angeles, CA

Additional information on these NTIA-hosted workshops and other technical assistance can be found on the NTIA website: <http://www.ntia.doc.gov/psic/index.html> once they are confirmed. Additional technical assistance will be available through the DHS ICTAP program; details are forthcoming.

II. Background

The PSIC Grant Program is a one-time formula-based, matching grant program intended to enhance interoperable communications with respect to voice, data, and/or video signals. PSIC provides public safety agencies with the opportunity to achieve meaningful and measurable improvements to the state of public safety communications interoperability through the full and efficient use of all telecommunications resources.

National Telecommunications and Information Administration (NTIA), in consultation with the Department of Homeland Security (DHS), is establishing and implementing this \$1 billion grant program to assist public safety agencies in the planning and coordination associated with, the acquisition of, deployment of, or training for the use of interoperable communications equipment, software and systems that utilize – or enable interoperability with communications systems that can utilize – reallocated public safety spectrum for radio communications, or otherwise improve or advance the interoperability of public safety communications systems that utilize other public safety spectrum bands.

As defined in the Program Guidance and Application Kit, PSIC funds are for interoperable communications solutions that achieve technological and all hazards mitigation objectives. These PSIC goals are described in this Reference Guide to provide assistance to applicants in understanding issues such as adoption of advanced technology and spectrum efficiency.

III. Submission Requirements

III.A Eligibility

PSIC grants will be awarded to the 56 States and Territories. The Governor of each State and Territory has designated a State Administrative Agency (SAA), which can apply for and administer the funds under the PSIC Grant Program. The SAA is the only agency eligible to apply for PSIC funds. The SAA is responsible for the management and administration of all funds provided through this award and is accountable for all deadlines, requirements, and limitations of this award. The SAA is responsible for obligating PSIC funds to eligible pass-through recipients, as well as for overseeing and monitoring the activity of these sub-recipients. A recipient must be a public safety agency that is a local or Tribal government entity or nongovernmental organization authorized by such an entity, whose principal purpose is to protect safety of life, health, or property.¹

PSIC ELIGIBLE APPLICANT

- ✓ State/Territory SAA

POTENTIAL RECIPIENT OF PSIC AWARDS THROUGH THE SAA

- ✓ State public safety agency
- ✓ Local government office
- ✓ Council of Governments
- ✓ Tribal public safety agency
- ✓ Private, non-government public safety agency

III.B Application Process

A complete application consists of the following three items:

1. **Application** – due August 22, 2007
2. **Statewide Communications Interoperability Plan** – due December 3, 2007
3. **Investment Justifications** – due December 3, 2007

Application. Applicants were required to submit their PSIC applications on or before August 22, 2007. This application consists of the following information –

- **Mandatory forms:**

- Budget Narrative
- Standard Form 424, Application for Federal Assistance
- Standard Form 424A, Budget Information
- Standard Form 424B, Assurances Standard Form 424D, Assurances (Construction Projects)
- Standard Form LLL, Disclosure of Lobbying Activities
- Certification Regarding Debarment, Suspension, and Other Responsibility Matters
- Certification of Non-supplanting
- Grants.Gov Lobbying Form

¹ See Pub. L. No. 109-171, § 3006(d)(1), 120 Stat. at 24 (2006). As defined in the OMB Circular A-87, local government means a “county, municipality, city, township, local public authority, school district, special district, intrastate district, council of governments (whether or not incorporated as a non-profit corporation under State law) any other regional or interstate government entity, or any agency or instrumentality of a local government.”

- **Optional forms:**
 - Project Abstract
 - Standard Form LLL - Disclosure of Lobbying Activities
 - Attachments Form

The majority of these forms are standard for grant applicants and are defined in the PSIC Program Guidance and Application Kit. The rest of the forms can be found on the Grants.gov website and in some cases can address the same issues as the forms listed in the Program Guidance and Application Kit. For instance, the “Brief Narrative” form as defined in the Program Guidance and Application Kit can be addressed by both the “Project Narrative and Budget Narrative” forms referenced on grants.gov.

There are specific PSIC requirements that need to be highlighted related to the project narrative, budget narrative, and budget information. Specifically, the applicant must:

Budget Narrative Attachment Form Requirements:

- Describe how the State plans to solicit, review, and select Investments from State, local, and Tribal government public safety agencies and authorized nongovernmental organizations;
- Provide a high-level overview of the Statewide interoperable communications planning process and how PSIC criteria is being incorporated into the resulting Plan;

Project Narrative Attachment Form Requirements:

- Confirm agreement to meet the non-federal match requirements; and,
- If applicable, provide a budget for the five (5) percent of funds available immediately upon award to assist with the development of Statewide Communications Interoperability Plans.

This information can be addressed in the forms found on the grants.gov website, including the project and budget narrative attachment forms. Additionally, the SF424A can be used to define the five percent Statewide planning budget.

Statewide Communications Interoperability Plan. To ensure that grant funds are aligned with the needs of each State and Territory and the local jurisdictions therein, PSIC funds are tied to the completion and approval of Statewide Communications Interoperability Plans (Statewide Plans). Both the Statewide Plans and related Investment Justifications (IJ) are due December 3, 2007. States have the option of submitting a preliminary Statewide Plan on September 30, 2007 in order to receive an interim review and feedback before the December 3, 2007 deadline. Please see the SAFECOM Program website to access the SAFECOM criteria for Statewide planning at: <http://www.safecomprogram.gov/SAFECOM/statewideplanning/>. Frequently Asked Questions addressing the criteria and the review process will be forthcoming on the site.

The Statewide Plans must address the following statutory requirements of the PSIC Grant Program.

- **Interoperability:** Statewide Plans must describe how public safety agencies will plan and coordinate, acquire, deploy, and train on interoperable communications equipment, software and systems that (1) utilize reallocated public safety spectrum for radio communications – the public safety spectrum in the 700 MHz frequency band, (2) enable interoperability with communications systems that can utilize reallocated public safety spectrum for radio communications, or (3) otherwise improve or advance the interoperability of public safety communications systems that utilize other public safety spectrum bands;
- **STR:** Statewide Plans must describe how a STR will be established and implemented to pre-position or secure interoperable communications in advance for immediate deployment in an emergency or major disaster.
- **Local and Tribal Government Coordination:** Statewide Plans must describe how local and Tribal government entities' interoperable communications needs have been included in the planning process and how their needs are being addressed, if applicable.
- **Nongovernmental Organization Coordination:** Statewide Plans must describe how authorized nongovernmental organizations' interoperable communications needs have been included in the planning process and how their needs are being addressed, if applicable.

Investment Justification. IJs are due December 3, 2007. Each State's or Territory's Investment Justification is composed of up to 10 individual Investments. States and Territories need to use the IJ template shown in Appendix A, which will be provided directly to SAAs in the same Excel format used for the Homeland Security Grant Program. The IJ Template provides the applicant with a detailed framework for describing the scope and purpose of the project. The IJ template includes:

- A Statewide Investment summary in which applicants will provide a narrative description of what Investments were selected, how they were selected and collectively map to the goals and needs of the Statewide Plan, and what stakeholders were involved in the process
- A summary funding worksheet to serve as a "self check" for all budget information
- Ten Investment worksheets, each aligned to the IJ table provided in the Program Guidance and Application Kit.

Appendix B provides step-by-step technical instructions for filling out the excel IJ template.

III.C Approval

The approval authority for the three components of PSIC grants (application, Statewide Plan, and IJ) rest with two different agencies. NTIA has ultimate approval for the PSIC funding applications and IJs, while DHS – through the OEC – has approval authority for the Statewide Plans.

The approval timeline for the **applications** will ensure that PSIC funds are awarded by September 30, 2007. Within those awards, however, will be special conditions on

approximately 95 percent of the funds pending successful review and approval of the Statewide Plan and IJ. The up-to-five percent of PSIC funds for integration of PSIC Planning requirements into Statewide Plans will be available immediately upon award, assuming States have requested these funds in their application brief narrative and budget.

Due to the intended alignment between the **Statewide Plans and the IJs**, and to ensure coordination and efficiency of resources, both the Statewide Plans and IJs will be reviewed by the same review panel in early 2008. Input from these panels will be provided to NTIA and OEC for use in their approval process. The FEMA National Preparedness Directorate (FEMA NPD) and the Office of Emergency Communications will coordinate and facilitate the joint peer review process for Statewide Plans and Investment Justifications in consultation with NTIA. Statewide Plans must receive approval prior to the release of PSIC funding for the IJs. IJs will be approved individually and funding will be released as soon as each IJ is approved. In other words, if a State submits its Statewide Plan and 5 IJs, and the Statewide Plan is approved, but only 3 of the 5 IJs are approved, funding for the 3 approved IJs will be released to the States immediately. DHS will then work with State to revise the remaining IJs so that funding can be released as quickly as possible.

In summary, there are several strict deadlines that must be followed to apply for the PSIC grant. The deadlines are:

- **August 22, 2007:** Submit application materials on www.grants.gov
- **September 30, 2007:** PSIC funds awarded to States and Territories
- **September 30, 2007 (Optional):** Submit preliminary Statewide Communications Interoperability Plan to OEC for interim review and feedback to the DHS NPD Secure Portal, which can be accessed at <https://odp.esportals.com>
- **December 3, 2007:** Submit final Statewide Plan to the DHS NPD Secure Portal, which can be accessed at <https://odp.esportals.com>
- **December 3, 2007:** Submit Investment Justification and project narrative to the NPD Secure Portal, which can be accessed at <https://odp.esportals.com>

IV. Overview of PSIC IJ Requirements

IV.A Meeting PSIC Objectives

As outlined in the PSIC Grant Program Guidance and Application Kit, State's and Territory's IJs will be evaluated based on how each Investment addresses one or more of the six objectives below. Appendix C provides review criteria that will be used to review each IJ. The review criteria align with the IJ Criteria Table included in the Program Guidance and Application Kit and address the objectives and requirements described throughout this section.

Technology

1. Adopt advanced technological solutions
2. Improve spectrum efficiency
3. Use cost-effective measures

All Hazards Mitigation

4. Improve communications in areas at high risk for natural disasters
5. Continue to improve interoperability efforts in urban and metropolitan areas at high risk for threats of terrorism
6. Pre-position or secure interoperable communications in advance for immediate deployment in an emergency or major disaster

In order to understand the intent of each of these objectives, the information below provides details and illustrative examples within public safety contexts.

1. Adopting advanced **technological solutions** for communications interoperability will allow our first responders to react with greater speed, precision, safety, and effectiveness. Some examples of innovative solutions include (but are not limited to) the use of Radio or Voice over internet protocol; broadband voice, data, or video applications; mobile public safety networks; multi-band/multi-mode software defined radios; network interconnect technologies; or satellite communication systems.

SATELLITE RADIOS

Public safety agencies may build out a satellite communications capability by purchasing additional mobile and/or portable satellite radios to be used by local first responders, public service agencies, and State agencies, when needed. These radios would normally be supported by an existing commercial satellite provider at a monthly rate per unit.

Satellite radios provide public safety wireless communications in areas that are not served by existing land mobile radio (LMR) infrastructure or commercial services due to: 1) minimal requirements for LMR system coverage in outlying areas, 2) budget restrictions on design and construction of existing LMR systems, and 3) natural disasters, such as hurricanes, which cripple existing LMR systems.

2. **Improving spectrum efficiency** is one of the President's spectrum goals for the 21st century. Within the context of public safety operations, spectrum efficiency must be taken into account when evaluating the mission needs. For example, public safety often needs access to spectrum in peak occasions, but not consistently over long periods of time. In a commercial environment, this would not be considered efficient because of the cost value of the unused spectrum. However, to public

safety, the ability to have access to that spectrum to meet communications needs during life threatening incidents may outweigh the cost of not using the spectrum all the time. In this case, mission need may outweigh spectrum value factors.

The PSIC grant objective recognizes that there is no established tool to quantitatively measure spectrum efficiency. However, there are many ways in which public safety agencies can promote spectrum efficiency by using more advanced technologies consistent with the Interoperability Continuum and beyond. To meet this objective, applicants should submit a project that requires the least amount of spectrum to accomplish the mission effectively within the budget, management plan, schedule, use and mission constraints.

SPECTRUM EFFICIENCY

The use of smart antennas, improved modulation, channel coding, and voice/data compression techniques, improved portable radio battery performance, and enhanced routing techniques of IP based networks, can all contribute to improving the spectrum efficiency of the deployed network. Even when looking at improvements to existing communications infrastructure, the use of shared channels can be spectrally efficient than a gateway, which requires the use of two or more frequencies instead of the sharing of one as noted in the *SAFECOM Improving Interoperability Through Shared Channels*. However, a gateway is usually implemented when the participating agencies are not in the same frequency band, which would preclude the sharing of channels.

New LMR systems are being designed and implemented to comply with narrowband mandates (required of federal systems and State and local systems in some bands), which dictate moving from wideband channels to narrowband channels to greatly improve spectrum efficiency.

- 3. Using cost effective measures** when evaluating the array of interoperable solutions ensures the best use of limited resources. For the purposes of this Grant Program, a cost-effective measure is one that provides the most benefit to the greatest number of users for the proposed cost. In many cases, this means not “over designing” a solution that includes functions and capabilities not necessary and likely not to be used. In other words, look to avoid “bells and whistles” unless they’re truly required.

COST-EFFECTIVE MEASURES

Public safety agencies should perform a cost-effective analysis to consider the use of solutions that provide the most benefit (i.e., data, voice, and/or video) for the least cost per user (i.e., efficient channel access methods, economies of scale, backwards compatibility). One example includes moving from wide-band to narrow-band channels so that more users can be accommodated on these channels.

Additionally, consider the scale of the interoperable communications requirements when designing a solution. For smaller local events, gateway solutions—such as console patches, would be very cost effective. For regional or national events, an IP-based bridge solution could be more cost effective and much more efficient—due to a central control point, when compared to a large number of gateway solutions that are “patched” together, for example.

- 4. Improved interoperable communications in areas at risk for natural disasters** is a critical all hazards mitigation priority under PSIC. The tragic events of recent hurricanes, tornadoes, and floods demonstrated the need for improved interoperability in all regions of the nation that are prone to natural disasters. Addressing this objective in the IJ requires that States and Territories assess where they may have localities at greater risk for natural disasters, identify who the responders would be across the region should an incident occur, determine the current level of interoperability, and lastly, what level is needed in the future to ensure interoperability in disaster response.

5. **Continued improvement to interoperability efforts in high-threat urban and metropolitan areas** is another all hazards mitigation objective for PSIC. PSIC funds should continue to enhance the Tactical Interoperable Communications Plans (TICP) begun in 2005 and exercised throughout 2006. Statewide Plans should leverage the 75 high threat urban and metropolitan area existing TICPs, and work to broaden them to address regional and Statewide communications goals. Especially in the case of Tier 1 Urban Areas that have received designated funding as part of their State's allocation, goals set forth in the TICP, resulting scorecards, and the current Statewide Plan should be clearly linked to the proposed Investments.

6. **Pre-position or secure interoperable communications in advance for immediate deployment in an emergency or major disaster.** PSIC funds should be utilized to establish a strategic technology reserve for interoperable communications. The State and Territory STR funding amounts have been determined from its original allocation amount, and the STR is a portion of each State or Territory's overall PSIC award. For example, West Virginia was allocated \$8,429,484. Of the \$8,429,484, West Virginia may use up to \$652,851 to build a STR, if desired. The STR should provide interoperable communications equipment readily deployable with the ability to be pre-positioned for disasters with prior notification. This objective is aimed at having the capability to re-establish critical public safety communications when existing infrastructure is inoperable in an emergency or major disaster. The STR should include, but not limited to, two specific types of approaches for meeting this objective; 1) Cache of communications equipment reserved specifically for use during emergencies or major disasters, and 2) Pre-identifying procurement vehicles.

STRATEGIC TECHNOLOGY RESERVE

Public safety agencies should establish a strategy to maintain or re-establish critical communications systems and capabilities. One such strategy can be establishing a STR. During an emergency or a major disaster, the normal communications capabilities may be inoperable or inadequate. Public safety personnel in the field and key government personnel still require the ability to communicate. In their analysis and identification of critical communications systems and capabilities, public safety agencies can determine possible communication vulnerabilities and develop mitigation strategies. Ultimately, these mitigation strategies ensure key personnel are still able to talk to each other during an emergency or major disaster.

Public safety agencies, in their acquisition of interoperable communications equipment, may designate a portion of this equipment to be utilized during surge response type operations. This "cache" of equipment may include LMR subscriber units, LMR repeaters, cellular telephones and satellite-enabled equipment (with related communications services), Cell-On-Wheels, or other self-contained mobile communications sites, backup batteries and generators, fuel, and IT equipment such as computers. This cache of equipment would be set aside and considered supplemental to the equipment already used on a day-to-day basis.

However, the STR may not be limited to a cache of equipment set aside for emergencies and major disasters. Public safety agencies may pre-identify procurement vehicles in the acquisition of interoperable communications equipment. Such strategies may include cross-jurisdictional communications support (e.g., identifying back-up county emergency operation centers, memoranda of understanding), pre-negotiated commercial service contracts, pre-scripted mission assignments, and disaster emergency communications plans. Public safety agencies may also pre-identify communications equipment already used in the field to fulfill an alternative role during an emergency or major disaster. It is feasible that a State or Territory already has a STR of emergency interoperable communications equipment or a higher communications priority. Should this be the case, justification for not funding a STR at the predetermined amount must be provided in writing with the IJ.

IV.B Funding Limitations

The intent of the statute that created the PSIC Grant Program is to fund interoperability projects nationwide. Whether engineering a new interoperable system or adding a new, unique aspect to an existing one, it is a requirement that the submitted IJs for all grant applications address solutions that serve multiple organizations and multiple jurisdictions. Additionally, it is expected that all Investments include activities that support project development, implementation, and evaluation.

The limitations and the statutory requirements to address the communications needs of local, Tribal, and nongovernmental public safety organizations are shown in the checklist below, Exhibit 1.1. NOTE: Not all requirements will apply to every applicant or Investment (e.g., tribal coordination will not directly apply to all investments). However, each State or Territory is required to evaluate *all* requirements within each Investment(s) to ensure they are addressed where applicable and/or appropriate.

Exhibit 1.1 PSIC Requirements To Be Considered In Each Investment

	Investment #1	Investment #2	Investment #3	Investment #4	Investment #5	Investment #6	Investment #7	Investment #8	Investment #9	Investment #10
Local Coordination	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Tribal Coordination	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Nongovernmental Coordination	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Multi-jurisdictional	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Multi-agency	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Unique or Separate from other federally funded projects or project components	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Multi-Jurisdictional. Investment Justifications must be multi- jurisdictional and/or regional in scope meaning all IJs must detail how they will provide capability to communicate across various jurisdictions.

Multi-Agency. PSIC Investments must address multiple agencies and/or disciplines (e.g., law enforcement, fire, emergency medical services). For example, funding a project solely for a State Police agency, although located across multiple jurisdictions within the State, is not allowable.

Separate and Unique. Each Investment must demonstrate that it is separate and unique from already funded/budgeted activities. For example, a State may use its funding to support an existing Statewide communications system; however, this funding must be a unique component of this system that does not receive funding from another federal Grant Program. A State cannot supplant local, State, or federal funds by using PSIC awards for ongoing activities already budgeted, including operations and maintenance costs associated with salaries, benefits, and overtime for existing employees, sworn officers, grant writers and other staff who do not directly contribute to the implementation of the project.

SEPARATE OR UNIQUE EXAMPLE

Over the past 3 years, Smithville has been using federal and State dollars to build out a Statewide, secure, Project 25, digital-radio communications system to expand interoperable communications capabilities across the State. The State has successfully installed 20 of the planned 60 repeaters resulting in dense, increased radio coverage across the State. However, Smithville did not budget for the remaining build out and has no other source of federal funds. As a result, Smithville is applying through its SAA for PSIC grant funding so that the second phase of the Statewide system, which includes the remaining 40 repeaters needed to expand radio coverage to additional jurisdictions and disciplines across the State, is completely funded. The PSIC funds are thereby supporting a “separate and unique” component of the overall existing effort.

NON-SUPLANTING EXAMPLE

Smithville has developed a “6 Site Strategy” plan to ensure interoperable public safety communications along a major interstate highway used as a regional evacuation. It has been identified in a memorandum of understanding that of Smithville and the Commonwealth need to have the capability to communicate along this major interstate route for evacuation. The strategy details the procurement, installation, and system implementation of additional repeaters on six tower sites in Smithville. The strategy has four steps: 1) Planning and design, 2) Procurement, 3) Installation 4) System test and implementation. During the planning and design stages, in coordination with the Commonwealth, funding sources were identified through the Homeland Security Grant Program (HSGP).

Smithville identified PSIC funds to support Steps 2-4 of the “6 Site Strategy” project, and detailed these steps in the PSIC Investment. Since the PSIC Investment did not cover planning and design (Step 1), PSIC funds could be used.

IV.C Allowable Activities

The Deficit Reduction Act, as amended, established the PSIC Grant Program for the planning and coordination with, acquisition of, deployment of, and training for the use of interoperable communication systems that use or enable interoperability with communications systems that can use the reallocated public safety spectrum or otherwise improve or advance the interoperability of public safety communications systems that utilize other public safety spectrum bands. Exhibit 1.2 below illustrates the relationship among the four allowable activities (i.e., planning and coordination, acquisition, deployment, and training) and the Interoperability Continuum, a tool developed by SAFECOM to help show progression steps towards advanced interoperable communications capabilities. Any submission that does not address these allowable activities will be returned.

RETURNED SUBMISSION EXAMPLE

An Investment that is submitted for only governance or planning related activities, will be returned to the submitting State or Territory and funds will be withheld until the Statewide Communications Interoperability Plan and Investment Justifications meet all PSIC requirements.

Exhibit 1.2 Alignment of PSIC Requirements to Interoperability Continuum

	PLANNING & COORDINATION	ACQUISITION	DEPLOYMENT	TRAINING
Description	Planning and coordination require that adequate technical and financial planning, as well as coordination activities, occur to ensure that interoperable communications systems (e.g., swap radios, gateways, shared systems) being acquired, deployed, or trained on meet the needs of public safety agencies.	Acquisition requires procurement and system design activities occur to ensure that the interoperable communications systems and equipment being acquired meets the needs of public safety agencies.	Deployment requires that communications equipment is built out, deployment procedures are developed for its use, and service level agreements are developed for the interoperable communications equipment.	Training requires that public safety agencies understand how to use the interoperable communications equipment, and that exercises and drills take place to validate the effectiveness of the communications system to ensure efficient and effective interoperable communications is in place.
Continuum Alignment	<ul style="list-style-type: none"> • Governance • SOPs • Technology • Training and Exercises • Usage 	<ul style="list-style-type: none"> • Governance • Technology 	<ul style="list-style-type: none"> • Governance • SOPs • Technology 	<ul style="list-style-type: none"> • SOPs • Training and Exercises • Usage

Planning and Coordination. Smithville is planning to procure interoperability solutions to connect two different communications systems operating in two different frequency bands. In order to identify the type of equipment to be purchased, the Smithville Police Department (agency responsible for the project) plans to hire a contractor to develop a technology needs assessment for the PSIC Investment. After identifying the type of interoperability equipment needed to bridge the two systems, the Smithville contractor will develop standard operating procedures for the interoperability equipment.

Acquisition. In the Smithville region, public safety officials used PSIC funds to develop a requirements traceability matrix (RTM) to define and track the requirements for a new digital P25, 800 MHz land mobile radio system. It was identified in the RTM that several repeaters needed to be purchased to comply with the P25, narrowband capabilities of the system. Therefore, site surveys were conducted with PSIC funds to determine additional infrastructure that needed to be replaced or upgraded. PSIC funds also supported alternatives and cost-benefit analyses to determine the best options, types of equipment, and infrastructure. Ultimately, based on the acquisition preparation, the Smithville region procured several repeaters, a console, and a 700 MHz gateway to meet their original requirements for a new system.

Deployment. The Smithville region received PSIC funds to develop all of the deployment capabilities and documents needed to roll out its new 800 MHz system. These funds supported developing service level agreements with a contractor to assist their maintenance facilities with the installation of a console and gateway. Since the system is new and users need guidance on its operations, standard operating procedures (SOPs) were also developed for its use. The vendor that Smithville contracted for installation support then also assisted with system acceptance testing to ensure the new system functioned properly and was interoperable with other nearby agencies in the 800 MHz band.

Training. In the Smithville region, public safety officials established a program to develop and deliver end-user training, solutions testing, functional training exercises, and performance evaluation to help operators and users gain proficiency, and acquire a sense of comfort in using communications interoperability equipment. Smithville applied its PSIC funds to the development and execution of this training program, primarily because it required training on the new 800 MHz equipment just procured and deployed. As a result, users were prepared to operate the system through a weekly interoperability test scheduled at varying times. The tests exposed the operators and end users to various demonstrations and monitoring scenarios. The results of the program were documented and the leadership of all participating agencies received reports of training outcomes, test results, and comments on operator and end user performance. These reports led to the conclusion that annual refresher training would improve proficiency and support better incident management during activations of the interoperability solution.

V. Funding Requirements

The PSIC Grant Program has unique funding requirements and allocation flows that are described in the Program Guidance and Application Kit. Below are specific details on the Management and Administration (M&A) and matching components of PSIC funding. Additionally, to clarify the funding flows in States with Tier 1 Urban Areas, Appendix D provides examples based on each State and Tier 1's announced allocation, taking into account the various percentages of funds that can be applied to specific State activities as described below.

V.I Statewide Planning Funds

Each State and Territory may use up-to-five percent of its allocated PSIC award to support Statewide Planning costs for incorporating PSIC requirements. Planning expenses that were incurred after April 1, 2007 may be claimed under PSIC. These funds must be described in the brief budget narrative submitted with the initial PSIC application materials. Note: these funds are only for State- and Territory-level use.

V.II M&A

Applicants should account for planning, management, and administrative costs when determining allocations across the Investments. M&A costs associated with acquisition, deployment, and training are allowable expenditures with **up to 3 percent** of the total State or Territory allocated funds. Note: these funds are only for State- and Territory-level use.

V.III Matching Funds

States and Territories must commit a minimum 20 percent match for all non-planning (to include both statewide planning and planning and coordination) and non-training costs of the total projected cost of each Investment. This match can be made throughout the grant's period of performance. States and Territories should be aware that a non-federal match is required for:

- Strategic Technology Reserve
- Statewide M & A (up to 3% of PSIC allocation)
- Statewide and local Investments, excluding planning and training costs

Further, the match must be demonstrated on each Investment. For example, if a State chooses to provide match for all PSIC Investments, even at the local level, this match must be accounted for on each individual Investment.

There are two ways to determine the required match. Exhibit 1.3 begins by determining the total project cost. All costs that do not require a match – planning and training costs – are then subtracted from Total Project Cost. The remaining cost is split: 20% is the non-federal minimum required match and 80% is the federal share. The maximum

federal share is the total of 100% of training and/or planning costs plus 80% of remaining non training/planning costs.

Exhibit 1.3 Funding Calculation Example #1

Total Project Cost	Training and/or Planning Cost	Non-Training and/or Planning Project Cost	Minimum Required Match	Maximum Federal Share*
\$10,000,000	-	\$ 10,000,000	\$ 2,000,000	\$ 8,000,000
\$10,000,000	\$ 2,000,000	\$ 8,000,000	\$ 1,600,000	\$ 8,400,000

* Federal share includes 100% of training/planning costs plus 80% of non-training/planning costs.

A second way to calculate match is to begin with the Federal PSIC allocation. Exhibit 1.4 demonstrates how two states could choose to allocate their \$10 million PSIC Allocation. In this example, State A does not have any training or planning costs, while State B has included training and planning costs as part of their project. By dividing the Federal Share of Non-Training/Planning Costs by 4, the State or Territory can determine their required non-federal share. The Total Project Cost equals Federal Share Training/Planning Costs, Federal Share Non-Training/Planning (80%) and Non-Federal Matching Share (20%).

Exhibit 1.4 Funding Calculation Example #2

	Total State Allocation	Federal Share of Training / Planning 100%	Federal Share of Non-Training / Planning 80%	Non-Federal Matching Share Non-Training 20%	Total Project Cost
State A	\$10,000,000	-	\$ 10,000,000	\$ 2,500,000	\$ 12,500,000
State B	\$10,000,000	\$ 2,000,000	\$ 8,000,000	\$ 2,000,000	\$ 12,000,000

V. Conclusion

The PSIC Grant Program is a joint undertaking between NTIA and DHS, and like other DHS Grant Programs, States and Territories will submit application information and Investment Justifications through the FEMA NPD Secure Portal. The process is different from other grant programs in that the initial application is due earlier than the Investment Justification. For both submissions, NTIA and DHS program staff will review the application and IJs for compliance with PSIC program rules and objectives. Per the Deficit Reduction Act, the NTIA Assistant Secretary for Communications and Information at the Department of Commerce will approve both the application and Investment Justification.

For more information on the PSIC Grant Program, please contact the Centralized Scheduling and Information Desk at 1-800-368-6498 or askcsid@dhs.gov. Additionally, PSIC Grant Program updates will be posted on the NTIA website:

<http://www.ntia.doc.gov/psic> and the DHS website:
<http://www.dhs.gov/xgovt/grants/index.shtm>.

Appendix A. IJ Template

Introduction

The Public Safety Interoperable Communications (PSIC) Grant Program is a one-time formula-based, matching grant program intended to enhance interoperable communications with respect to voice, data, and/or video signals. PSIC grants provide public safety agencies with the opportunity to achieve meaningful and measurable improvements to the state of public safety communications interoperability through the full and efficient use of all telecommunications resources. In keeping with the format of the Homeland Security Grant Program, PSIC applicants are requested to complete the following Investment Justification. Your PSIC Investment Justification will detail how projects proposed for funding will advance the goals and objectives of the PSIC Grant Program and fill the gaps identified in the Statewide Communications Interoperability Plan.

Overview

This workbook contains one Overall sheet and 10 Investment sheets on which States and Territories may propose up to 10 Investments for FY 2007 PSIC funding consideration.

The Portfolio Summary sheet contains the Overall Investment Justification question that sets the context for the Investment Justification submission as a whole. This question need only be answered once for the entire State/Territory submission.

Each Investment worksheet contains an Investment heading and many questions. All questions must be answered in order for the Investment to be considered complete.

Responses to each question should not exceed the specified character limitations. For more information on character limitations, please refer to the PSIC Investment Justification Reference Guide.

Considerations

A portion of the PSIC Investment Justification template is unlocked and unprotected; therefore, applicants are advised against adjusting any settings, including: changing font or text box sizes, text box locations, merged cells, and inserting or deleting rows, columns, or individual cells.

Among the benefits to having an unlocked template is the ability to check spelling and paste graphics. For more information on these and other technical considerations, please refer to the PSIC Investment Justification Reference Guide.

Further Assistance

For detailed instructions on how to respond to each question, please refer to the PSIC IJ Reference Guide.

If you have further questions, please contact the Centralized Scheduling and Information Desk (CSID) at askcsid@dhs.gov, 1-800-368-6498. CSID hours of operation are from 8:00 a.m. - 6:00 p.m. (EST), Monday-Friday.

I. Investment Heading	
1	INVESTMENT # State/Territory Name: <input style="width: 150px;" type="text" value="Select State/Territory"/>
	Investment Name: <input style="width: 480px; height: 20px;" type="text"/>
	Grantee Type: <input style="width: 280px; height: 20px;" type="text"/>
	Is this a multi-jurisdictional or statewide project? <input style="width: 80px; height: 20px;" type="text"/>
	List the jurisdictions served by this project: <input style="width: 320px; height: 25px;" type="text"/>
	Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)? <input style="width: 80px; height: 20px;" type="text"/>
	List the disciplines served by this project: <input style="width: 320px; height: 25px;" type="text"/>
	Is this your State/Territory STR Investment? <input style="width: 80px; height: 20px;" type="text"/>
II. Project Narrative	
	<u>II.A. Project Narrative - Describe the proposed Investment</u> - Interoperability problem(s) - Proposed solution(s) - Expected outcome(s) - Partners and end users that will be involved - Plans to evaluate the Investment <div style="border: 1px solid black; height: 150px; width: 100%; margin-top: 10px;"></div>
III. Baseline	
	<u>III.A. Baseline – Historical Funding and Request Name</u> If the Investment has previously been funded or if funding has been requested (e.g. Homeland Security Grant Program, Emergency Management Performance Grants, Infrastructure Protection Program, Assistance to Firefighter Grants, and/or Department of Justice grants such as those from the Office of Community Oriented Policing Services), provide the name of this project and the total amount of funding that was dedicated or proposed to it, if any. (500 Char. Max) <div style="border: 1px solid black; height: 60px; width: 100%; margin-top: 10px;"></div>

I. Investment Heading

INVESTMENT # State/Territory Name:

1

Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

III.B. Baseline – Description of Need

Provide a summary description of the current state of this Investment, its objectives, and any outcomes that will be completed prior to the application of PSIC funds. Reference should also be made to the PSIC objectives (highlighted in Section I.A Program Funding Goals) addressed by the Investment. (1,250 Char. Max)

III.C. Baseline – Description of Governance Structure and Activities

Provide a summary description of the current state of your governance structure and activities. (1,250 Char. Max)

III.D. Baseline – Stakeholder Involvement

Provide information on the public safety agencies involved in the Investment Justification Process. (500 Char. Max)

I. Investment Heading

INVESTMENT # State/Territory Name:

1

Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

IV. Strategy

IV.A. Strategy – Statewide Communications Interoperability Plan Objectives

Explain how this Investment supports the State/Territory Statewide Communications Interoperability Plan PSIC criteria. (1,250 Char. Max)

IV.B. Strategy – Technology Priorities

Explain how this Investment supports the PSIC technology objectives. (1,250 Char. Max)

- Adopt advanced technological solutions
- Improve spectrum efficiency
- Use cost-effective measures

I. Investment Heading

INVESTMENT # State/Territory Name:

1

Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

IV.C. Strategy – All Hazards Mitigation Priorities

Explain how this Investment supports the PSIC all hazards priorities. (1,250 Char. Max)

- Improve communications in areas at high risk for natural disasters
- Continue to improve interoperability efforts in urban and metropolitan areas at high risk for threats of terrorism

I. Investment Heading

INVESTMENT # State/Territory Name:

1

Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

V. Funding Plan

V.A. Funding Plan

Detail the total estimated cost for the investment throughout the PSIC period of performance (FY 2007 – FY 2010). Describe any other concurrent funding sources that may also support this investment, including form of cost share. Detailed estimated expenditure plan which credibly demonstrates ability to meet expenditure deadline of September 30, 2010.

	PSIC Federal Funds Requested	Non-Federal Matching Fund Amount	Total Investment*
Acquisition			\$ -
Deployment			\$ -
Training			\$ -
Planning/Coord.			\$ -
Total	\$ -	\$ -	\$ -

Non-Federal Matching Share Must be No Less Than: \$ -

Matching Self Check:

* - Total investment includes the Non-Federal Match and Total PSIC Federal Funds Requested

V.B. Matching Plan

How does your investment meet the non-Federal cash or in-kind matching requirement? Please itemize both the funding category and amount in the table below. (500 Char. Max)

Non-Federal Matching Fund Category	Non-Federal Matching Fund Amount
Cash - State	
Cash - Local/Tribal	
Cash - Non-governmental	
In-Kind - Donated volunteer services	
In-Kind - Donated salaries	
In-Kind - Donated equipment	
In-Kind - Donated property	
In-Kind - Indirect costs	
Other*	
Total	\$

* - Please explain "Other" in the 'Matching Plan' dialog box above.

Total Matching Fund Amount Must be Equal to Section V.A. Total Matching Fund Amount of: \$ -

Matching Self Check:

I. Investment Heading

INVESTMENT # State/Territory Name:

1

Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

VI. Milestones

VI. Milestones

Provide specific milestones for the Investment over the PSIC period of performance (FY 2007 – FY 2010), including a description, and start and end dates for each milestone; up to 10 milestones may be provided. (500 Char. max per milestone)

Milestone #1

Start Date:

End Date:

Milestone #2

Start Date:

End Date:

Milestone #3

Start Date:

End Date:

Milestone #4

Start Date:

End Date:

Milestone #5

Start Date:

End Date:

I. Investment Heading

INVESTMENT # State/Territory Name:

1

Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

Milestone #6

Start Date:

End Date:

Milestone #7

Start Date:

End Date:

Milestone #8

Start Date:

End Date:

Milestone #9

Start Date:

End Date:

Milestone #10

Start Date:

End Date:

I. Investment Heading

INVESTMENT # State/Territory Name:

1 Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

VII. Project Management

VII. Project Management

Describe the management team that is directly responsible for the implementation of this Investment. Specifically, describe any key investment roles and responsibilities, structures, and subject matter expertise required by this Investment, including at least the project manager and the contracts management structure. An organizational chart may be included in the response and should be placed in Section X., Attachments. (2,500 Char. Max)

~ 1,000 characters →

~ 2,000 characters →

Is an Organization Chart Included in Section X., Attachments?

VIII. Investment Challenges

VIII. Investment Challenges

List and describe up to five potential challenges to effective implementation of this Investment over the entire PSIC period of performance. For each identified challenge, provide a brief description of how the challenge will be mitigated, and indicate a probability of occurrence (high, medium, low), and level of impact should it occur (high, medium, low). Applicants should consider the Investment's technical feasibility as a possible investment challenge.

	Challenge (100 Char. Max)	Probability/Impact		Mitigation Strategy (500 Char. Max)
		Probability	Impact	
1.				

I. Investment Heading

INVESTMENT # State/Territory Name:

1

Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

2.		Probability	
Impact			
3.		Probability	
Impact			
4.		Probability	
Impact			
5.		Probability	
Impact			

IX. Impact

IX.A. Impact - Outcomes

Describe the outcome(s) that will indicate that this Investment is successful throughout the PSIC period of performance (FY 2007 – FY 2010). The description should include compelling reasons why the Investment will make a difference in the communications capabilities of its stakeholders. Note: Must address how the outcomes will be evaluated. (2,500 Char. Max)

~ 1,000 characters →

I. Investment Heading

INVESTMENT # State/Territory Name:

1

Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

~ 2,000 characters
→

IX.B. Impact - Cost-Effective Measures

Describe the cost-effective measures that will indicate that this investment is successful throughout the PSIC period of performance (FY 2007 – FY 2010). (2,500 Char. Max)

~ 1,000 characters
→

~ 2,000 characters
→

I. Investment Heading

INVESTMENT # State/Territory Name:

1

Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

IX.C. Impact - Sustainability

Describe the long-term approach to sustaining this Investment. (2,500 Char. Max)

~ 1,000 characters →

~ 2,000 characters →

I. Investment Heading

INVESTMENT # State/Territory Name:

1

Investment Name:

Grantee Type:

Is this a multi-jurisdictional or statewide project?

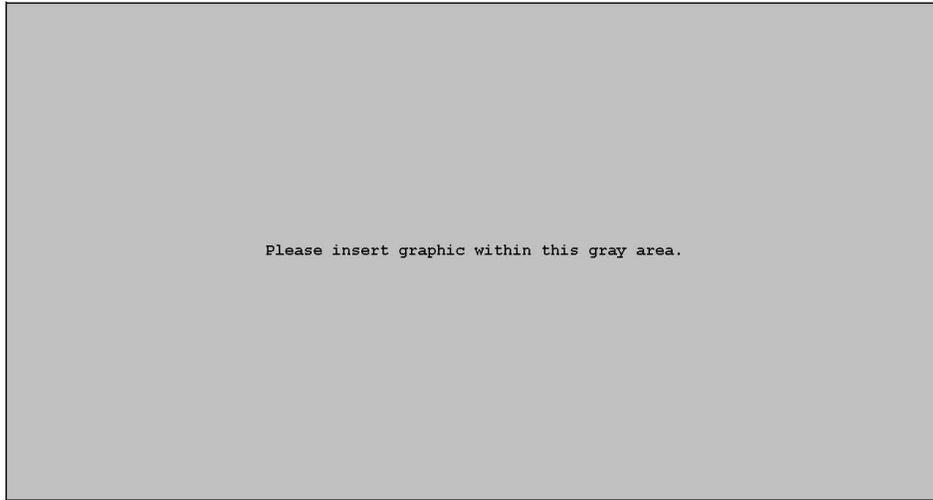
List the jurisdictions served by this project:

Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?

List the disciplines served by this project:

X. Attachments

X. - Attachment(s)



Please insert graphic within this gray area.

FY2007 PSIC Investment Justification

State/Territory Name:

Statewide Investment Summary

A portfolio view of all the State's or Territory's Investment Justifications will include a statewide investment summary. The summary will detail the requirements below: (8,000 Char. max)

- Summary of PSIC investments;
- Summary of how the investments collectively relate to the statewide strategy/plan;
- Description of the process used to identify, prioritize, and select investments included in the Investment Justification; and
- Description of the stakeholders involved in the evaluation and selection of proposals.

Has a Statewide Communications Interoperability Plan been submitted with Communications Plan Self-Check: **ERROR**

~1,000 characters
→

~2,000 characters
→

State/Territory Name:

~3,000
characters
→

~4,000
characters
→

~5,000
characters
→

FY2007 PSIC Investment Justification

State/Territory Name:

~6,000
characters
→

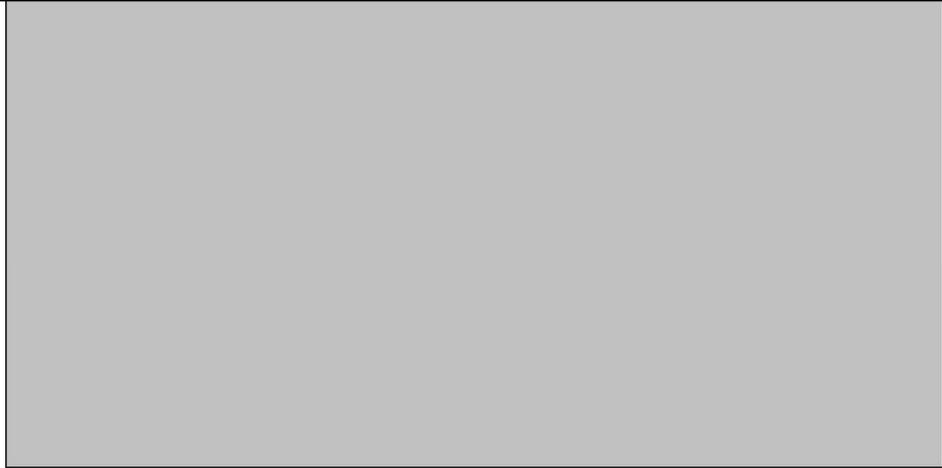
~7,000
characters
→

List all consultants and contractors who assisted in the development, drafting, or preparation of your State's Investment Justifications: (500 Char. max)

Briefly explain how your state will address the Strategic Technology Reserve (STR) component? If using less than 100% of identified STR funding, please provide a detailed explanation. If you are submitting a STR project, please complete one Investment Justification for this project. (1,250 Char. max)

FY2007 PSIC Investment Justification

State/Territory Name:



Appendix B. IJ Technical Guide

I. Purpose

The purpose of the Investment Justification (IJ) Technical Guide is to aid States and Territories in the development of their IJ using the IJ Template. This Guide complements the Public Safety Interoperable Communications (PSIC) Grant Program Guidance and Application Kit, developed by the National Preparedness Directorate at the Department of Homeland Security (DHS) and the National Telecommunications and Information Administration (NTIA).

This Guide contains:

- Detailed steps to complete each question in the IJ
- Technical considerations for completing the IJ Template

II. Completing the Investment Justification

This chapter provides detailed guidance on each question in the IJ. It includes sections on the character limitations that are applied throughout the IJ, general considerations for completing the IJ, and question-specific guidance.

Character Limits

Individual question response character limits will be enforced when noted within the IJ. A response that has a character limit will indicate the maximum characters and in some cases, markers will be placed next to the response area indicating the approximate character count of the response at that point. Applicants should monitor the length of their responses as there are no warnings if a character limit is exceeded.

★ Helpful Hint ★

- Text can be copied and pasted from MS Word to the IJ Template. If using MS Word, a word count feature is available to verify the character count.

Please note: Text exceeding the set character limits **will not** be reviewed by peer reviewers.

The following table shows the flow of the Investment questions and their relevant character limits:

Investment Questions and Character Limits		
Section	Question	Character Limit
I. Investment Heading	State/Territory name	N/A
	Investment Name	100 characters
	Grantee Type	N/A
	Multi-jurisdictional/Statewide project	N/A
	List of jurisdictions	256 characters
	Multi-disciplinary project	N/A
	List of disciplines	256 characters
	STR Investment	N/A
II. Project Narrative	II.A. Describe interoperability problem(s), proposed solution(s), expected outcome(s), partners and end users that will be involved, plans to evaluate the Investment	1,250 characters
	III.A. Historical funding and request name	500 characters
	III.B. Description of need	1,250 characters
	III.C. Description of governance structure and activities	1,250 characters

Investment Questions and Character Limits		
Section	Question	Character Limit
	III.D. Stakeholder involvement	500 characters
IV. Strategy	IV.A. Statewide Communications Interoperability Plan objectives	1,250 characters
	IV.B. Technology priorities	1,250 characters
	IV.C. All Hazards Mitigation priorities	1,250 characters
V. Funding Plan	V.A. Funding Plan	N/A
	V.B. Matching Plan	500 characters
VI. Milestones	VI. Milestones	500 characters per milestone
VII. Project Management	VII. Project Management	2,500 characters
	Organization Chart Included?	N/A
VIII. Investment Challenges	VIII. Investment Challenges	100 characters per challenge 500 characters per mitigation strategy
IX. Impact	IX.A. Outcomes	2,500 characters
	IX.B. Cost-effective measures	2,500 characters
	IX.C. Sustainability	2,500 characters
X. Attachments	Graphics	N/A

General Considerations for Completing the IJ

- ✓ Only the information included in the IJ will be reviewed in the peer review process. As such, responses in the IJ should be self-sufficient and self-contained. Applicants cannot rely on references to other sources of information to explain their response.
- ✓ Applicants are encouraged to minimize the use of acronyms, proper nouns (e.g. names of service providers or contractors) and highly-technical terms specific to their Investment. If these acronyms, names, or terms must be used, they should be clearly defined.
- ✓ States and Territories are strongly encouraged to coordinate with each other to present an application that represents a collaborative, integrated approach, and to avoid duplication of efforts.
- ✓ Text boxes in the IJ template in Excel will display responses in Courier New font. With this font, every character is the same width (e.g. a period uses the same amount of space as the letter “W”) to facilitate character consistency and counts. For reference, one page (with one inch margins) of text in MS Word in Courier New font translates to approximately 3,500 characters.
- ✓ To aid applicants in adhering to character limits, text boxes for character-limited responses are sized to the length of the response and the character count. Thus, for these short-answer questions, if a response is not fully visible in the text box, the

response is too long. Although the text boxes for these questions will accept an unlimited amount of text, text exceeding the character limits will not be reviewed.

- ✓ Space has been provided in section X. Attachments (Optional) of each Investment to include a graphic (e.g., organizational chart) relevant to the Investment. Please note that the template does not permit text in this area, and only graphic files will be accepted. Recommended file types include: .emf, .wmf, .jpg, .jpeg, .jfif, .jpe, .png, and .gif.
- ✓ For additional guidance on navigating the IJ template in Excel, please refer to *III. Technical Guidance*.

Investment Justification Questions

This section contains IJ question-specific guidance describing the following:

- **Objectives:** PSIC's objective(s) in asking the question
- **Helpful Hints:** Scattered throughout the section, these Helpful Hints contain additional considerations that may be helpful to applicants

Please note that the scoring criteria is available in the IJ Template (Appendix B, IJ Reference Guide) using the red arrow on the upper right-hand corner of each question. Additionally, the response checklists and evaluation criteria are available in the IJ Evaluation Criteria (Appendix D, IJ Reference Guide)

The following section will guide the applicant through the steps for completing the IJ Template:

Complete the **Overall Funding Summary** tab:

- ☑ Step 1: Complete the Federal Award from Guidance section
- ☑ Step 2: Complete the Planning M&A sections
- ☑ Step 3: Complete the STR section

Complete the **Investment** tab(s):

- ☑ Step 4: Complete the Investment Heading
- ☑ Step 5: Complete the Project Narrative section
- ☑ Step 6: Complete the Baseline section
- ☑ Step 7: Complete the Strategy section
- ☑ Step 8: Complete the Funding Plan section
- ☑ Step 9: Complete the Milestones section
- ☑ Step 10: Complete the Project Management section
- ☑ Step 11: Complete the Investment Challenges section
- ☑ Step 12: Complete the Impact section
- ☑ Step 13: Complete the Attachment section (optional)
- ☑ Step 14: Verify that all responses are within the stated character limits

- ☑ Step 15: Reread the application from a peer reviewer’s perspective to ensure that all responses clearly answer the questions and outline the proposals in a way that is clear to someone reading it for the first time.
- ☑ Step 16: Check spelling

Repeat steps 4 through 16 for each Investment (up to 10 Investments)

Complete the **Portfolio Summary** tab:

- ☑ Step 17: Complete the State/Territory Name section
- ☑ Step 18: Complete the Statewide Investment Summary section
- ☑ Step 19: Reread the application from a peer reviewer’s perspective to ensure that all responses clearly answer the questions and outline the proposals in a way that is clear to someone reading it for the first time.
- ☑ Step 20: Check spelling

Save and Submit the IJ Template

- ☑ Step 21: Save the IJ file
- ☑ Step 22: Submit to the NPD Secure Portal (<https://odp.esportals.com>)

Overall Funding Summary

The Overall Funding Summary tab serves as a self-check and summary of all PSIC funding allocated to State or Territory for Investments. The following steps 1-3 indicate the information to be entered before addressing the Investment tabs.

Please use the following worksheet as an overall self-check and summary of all funding allocated to your states’ investments. All self-checks must be ‘OK’ prior to submitting to NPD.

★ Helpful Hint ★

- On this worksheet the information that needs to be entered are those boxes that are gray. The other boxes will be populated based on data entered in the Investment tabs.

- ☑ **Step 1: Complete the Federal Award from Guidance box**

Federal Award from Guidance box

The Federal Award from Guidance box is the gray box area to enter the amount of funding allocated for your individual State or Territory. The Federal Award from Guidance box **need only be addressed once for the entire State/Territory submission.**

Federal Award from Guidance: Empty Gray Box

Objective:

- To indicate the total amount of funding allocated for your specific State or Territory

★ Helpful Hint ★

- Reference the total amount of funding allocated to each State or Territory in the PSIC Grant Program Grant Guidance and Application Kit.

End of the Federal Award from Guidance section. Proceed to Step 2.

Step 2: Complete the Planning and M&A boxes

Planning box

The Planning box is the gray box to enter the amount of funds that will be applied to planning. This box **need only be addressed once for the entire State/Territory submission.**

Planning: Empty Gray Box

Objective:

- To indicate the amount of grant funds that will be applied to planning and to indicate the amount of funds that your State/Territory will provide as a match for planning purposes.

★ Helpful Hint ★

- Planning must be 5 percent or less of total Federal funding.
- A self-check is provided for the question. Planning self-check box turns **Green (OK)**, it indicates that the State or Territory has met the statutory requirement for Planning. If the self-check box turns **Red (ERROR)**, it indicates that the State or Territory has not met the statutory requirement and therefore, must make necessary changes to the Investment.

M&A and M&A Match boxes

The Management and Administrative (M&A) and M&A Match boxes are gray boxes to enter the amount of funds that will be applied to M&A and the match that your State or Territory will provide for M&A. These boxes **need only be addressed once for the entire State/Territory submission.**

M&A: *Empty Gray Box*

Match: *Empty Gray Box*

Objective:

- To indicate the amount of grant funds that will be applied to M&A and to indicate the amount of funds that your State/Territory will provide as a match for M&A purposes.

★ Helpful Hint ★

- Planning must be 3 percent or less of total Federal funding.
- Federal funding allocated to M&A must be matched by at least 20 percent
- A self-check is provided for the question. When the M&A and M&A Match self-check boxes turn **Green (OK)**, it indicates that the State or Territory has met the statutory requirement for M&A and match. If the self-check boxes turn **Red (ERROR)**, it indicates that the State or Territory has not met the statutory requirement and therefore, must make necessary changes to the Investment.

End of the Planning and M&A section. Proceed to Step 3.

Step 3: Complete the STR box

Indicate the amount of STR funds that will provide communications capability and equipment for first responders and other emergency personnel in the event of an emergency or a major disaster.

Total STR Funds Applied: *Empty Gray Box*

Objective:

- To indicate the amount of grant funds that will be applied to STR.

End of the STR section. Proceed to Step 4.

Individual Investment Questions

Individual Investment questions provide information regarding each Investment. All questions, including the Investment Heading, must be addressed in the Investment in order for that Investment to be considered complete. Responses provided **must be specific** to each individual Investment.

☑ Step 4: Complete the Investment Heading

Investment Heading:

- *State/Territory name*
- *Investment name*
- *Grantee Type*
- *Is this a multi-jurisdictional or Statewide projects?*
- *List the jurisdictions served by this project.*
- *Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?*
- *List the disciplines served by this project.*
- *Is this your State/Territory STR Investment?*

Objectives:

- To identify the applicant and the Investment
- To identify the grantee type (SAA, local jurisdiction/Tribal entity, etc)
- To provide context on the status and phase of the Investment
- To identify if the Investment is a multi-jurisdiction and multi-disciplinary project
- To identify if the Investment is the State/Territory's STR Investment

★ Helpful Hint ★

Use the drop-down menus for several of the responses.

End of the Investment Heading. Proceed to Step 5.

☑ Step 5: Complete the Project Narrative

II.A. Project Narrative:

Describe the proposed Investment:

- *Interoperability problem(s)*
- *Proposed solution(s)*
- *Expected outcome(s)*
- *Partners and end users that will be involved*
- *Plans to evaluate the Investment*

Objectives:

- To identify interoperability problem(s), proposed solutions(s), and expected outcome(s)
- To identify partners and end users that will be involved or affected
- To identify plans for evaluating the Investment

End of the Project Narrative. Proceed to Step 6.

Step 6: Complete the Baseline section

III.A. Baseline – Historical Funding and Request Name: *If the Investment has previously been funded or if funding has been requested (e.g. Homeland Security Grant Program, Emergency Management Performance Grants, Infrastructure Protection Program, Assistance to Firefighter Grants, and/or Department of Justice grants such as those from the Office of Community Oriented Policing Services), provide the name of this project and the total amount of funding that was dedicated or proposed to it, if any. (500 Char. Max)*

Objectives:

- To determine if the Investment has been previously funded or if funding has been requested
- To identify the name of the project and the total amount of funding that was dedicated or proposed to the Investment

Proceed to the next question.

III.B. Baseline – Description of Need: *Provide a summary description of the current state of this Investment, its objectives, and any outcomes that will be completed prior to the application of PSIC funds. Reference should also be made to the PSIC objectives (highlighted in Section I.A Program Funding Goals) addressed by the Investment. (1,250 Char. Max)*

Objectives:

- To understand the Investment in terms of its objectives and the capability gap(s) it addresses
- To understand the current state of the Investment and any outcomes that will be completed prior to the application of PSIC funds

Proceed to the next question.

III.C. Baseline – Description of Need: *Provide a summary description of the current state of your governance structure and activities. (1,250 Char. Max)*

Objective:

- To describe the current state of governance structure activities

Proceed to the next question.

III.D. Baseline – Stakeholder Involvement: Provide information on the Public safety agencies involved in the IJ Process. (500 Char. Max)

Objective:

- To identify the Public safety agencies involved in the IJ process.

End of the Baseline section. Proceed to Step 7.

Step 7: Complete the Strategy section

IV.A. Strategy – Statewide Communications Interoperability Plan Objectives: Explain how this Investment supports the State/Territory Statewide Communications Interoperability Plan PSIC criteria. (1,250 Char. Max)

Objective:

- To verify that the Investment is in support of the State/Territory Statewide Communications Interoperability Plan PSIC criteria

Proceed to the next question.

IV.B. Strategy – Technology Priorities: Explain how this Investment supports the PSIC technology objectives. (1,250 Char. Max)

- Adopt advanced technological solutions
- Improve spectrum efficiency
- Use cost-effective measures

Objective:

- To verify that the Investment supports the PSIC technology priorities

Proceed to the next question.

IV.C. Strategy – All Hazards Mitigation Priorities: Explain how this Investment supports the PSIC all hazards priorities. (1,250 Char. Max)

- Improve communications in areas at high risk for natural disasters
- Continue to improve interoperability efforts in urban and metropolitan areas at high risk for threats of terrorism

Objectives:

- To understand how the Investment supports the PSIC all hazards priorities

End of the Strategy Section. Proceed to Step 8.

☑ Step 8: Complete the Funding Plan section

V.A. Funding Plan: *Detail the total estimated cost for the Investment throughout the PSIC period of performance (FY 2007 – FY 2010). Describe any other concurrent funding sources that may also support this Investment, including form of cost share. Detailed estimated expenditure plan which credibly demonstrates ability to meet expenditure deadline of September 30, 2010.*

Objectives:

- To verify that the resources necessary are accounted for and planned for over the period of performance
- To obtain greater understanding of what the planned expenditures are and how they will be used to support the Investment’s objectives

★ Helpful Hints ★
<ul style="list-style-type: none">• Enter the amount of PSIC Federal funds requested for Acquisition, Deployment, and Training.• A matching self check is provided in this section to verify that the total matching fund amount must be equal to or greater (i.e., No Less Than) than the non-federal matching fund amount. When the self-check box turns Green (OK), it indicates that the State or Territory has met the statutory requirement for matching. If the self-check box turns Red (ERROR), it indicates that the State or Territory has not met the statutory requirement and therefore, must make necessary changes to the Investment.

Proceed to the next question.

V.B. Matching Plan: *How does your Investment meet the non-Federal cash or in-kind matching requirement? Please itemize both the funding category and amount in the table below. (500 Char. Max)*

Objectives:

- To understand how the Investment meets the non-Federal cash or in-kind matching requirement

★ Helpful Hints ★

- Non-Federal Matching Fund categories are provided (e.g., Cash, In-Kind, Other). If “other” is selected, use the ‘Matching Plan’ dialog box to explain.
- Enter the non-Federal Matching Fund amount next to the category.
- Note, this information and data will be automatically copied to the “Overall Funding Summary” tab.
- A self check is provided to verify that the total matching fund amount equals the Section V.A. Total Matching Fund amount. When the self-check box turns **Green (OK)**, it indicates that the State or Territory has met the statutory requirement for matching. If the self-check box turns **Red (ERROR)**, it indicates that the State or Territory has not met the statutory requirement and therefore, must make necessary changes to the Investment.

End of the Funding Plan Section. Proceed to Step 9.

Step 9: Complete the Milestones section

***VI.A. Milestones:** Provide specific milestones for the Investment over the PSIC period of performance (FY 2007 – FY 2010), including a description, and start and end dates for each milestone; up to 10 milestones may be provided. (500 Char. max per milestone)*

Objectives:

- To understand the Investment’s critical path for success and major tasks/milestones
- To ensure that sufficient plans for implementing the Investment are in place

★ Helpful Hints ★

- In developing these milestones, it is important to refer back to the funding table in question IV.A to make sure that milestones reasonably account for the costs presented in the Funding Table

End of the Milestones Section. Proceed to Step 10.

☑ Step 10: Complete the Project Management section

VII. Project Management: Describe the management team that is directly responsible for the implementation of this Investment. Specifically, describe any key Investment roles and responsibilities, structures, and subject matter expertise required by this Investment, including at least the project manager and the contracts management structure. An organizational chart may be included in the response and should be placed in Section X., Attachments. (2,500 Char. Max)

Is an Organization Chart Included in Section X., Attachments? (Yes/No)

Objective:

- To verify that the appropriate management team and skill sets are in place to successfully implement and oversee the execution of the Investment
- To verify that roles and responsibilities are clearly defined in a way in which conflicts can be efficiently and effectively addressed and decisions can be made
- To verify that there is an ability to manage contracts where necessary

★ Helpful Hint ★

Use the Yes/No drop-down box below the Project Management text box to indicate whether an Organization Chart is provided as an attachment in Section X: Attachments. Please note, attachments are optional and no text should be entered in this area, as the IJ Template will accept only graphics.

End of the Project Management Section. Proceed to Step 11.

☑ Step 11: Complete the Investment Challenge section

VIII. Investment Challenges: List and describe up to five potential challenges to effective implementation of this Investment over the entire PSIC period of performance. For each identified challenge, provide a brief description of how the challenge will be mitigated, and indicate a probability of occurrence (high, medium, low), and level of impact should it occur (high, medium, low). Applicants should consider the Investment's technical feasibility as a possible Investment challenge.

Objectives:

- To verify that project-related implementation challenges have been identified
- To ensure that ongoing or anticipatory mitigation strategies are in place to prevent or address Investment challenges, thereby maximizing potential Investment success

★ Helpful Hint ★

- Indicate the probability of occurrence using the drop-down menu (High, Medium, Low).
- Indicate the level of impact by using the drop-down menu (High, Medium, Low).

End of the Investment Challenge section. Proceed to Step 12.

☑ Step 12: Complete the Impact section

IX.A. Impact: Describe the outcome(s) that will indicate that this Investment is successful throughout the PSIC period of performance (FY 2007 – FY 2010). The description should include compelling reasons why the Investment will make a difference in the communications capabilities of its stakeholders. Note: Must address how the outcomes will be evaluated. (2,500 Char. Max)

Objectives:

- To determine the effect that the Investment will have on the applicant’s homeland security program and capability levels

★ Helpful Hints ★
<ul style="list-style-type: none">• Outcomes are the impacts an Investment’s processes and outputs (direct goods and services produced by the Investment) will do to make a difference in the communications capabilities of its stakeholders

Proceed to the next question.

IX.B. Cost-Effective Measures: Describe the cost-effective measures that will indicate that this Investment is successful throughout the PSIC period of performance (FY 2007 – FY 2010). (2,500 Char. Max)

Objectives:

- To ensure that cost-effective measures are considered when addressing the interoperability gaps
- To understand how the Investment will fit into the broader network of ongoing and existing Federal, State, and local communications systems Investments

Proceed to the next question.

IX.C. Sustainability: Describe the long-term approach to sustaining this Investment. (2,500 Char. Max)

Objective:

- To understand how the Investment will be sustained beyond the end of the period of performance

★ Helpful Hints ★
<ul style="list-style-type: none">• Response should reference the impact discussed in question IX.A and how it will be sustained

End of the Impact section. Proceed to Step 13.

Step 14: Attachment (Optional)

X. Attachment(s): Please copy and paste any organizational chart or other material here.

★ Helpful Hint ★

This section can be used for graphics (e.g., management organization chart); no text should be entered in this area.

Recommended file types include .jpg, .jpeg, .jpe, .png, and .gif.

End of the Attachment(s) Section. Proceed to Step 14.

Step 14: Verify that all responses are within the stated character limits

Step 15: Reread the application to ensure that all responses clearly answer the questions in a way that is clear to someone reading it for the first time

Step 16: Check spelling

Repeat steps 4 through 16 for each Investment

Proceed to Step 17 to complete the Portfolio Summary tab.

Step 17: Complete the Portfolio Summary—State/Territory Name section

The State/Territory Name box on the Portfolio Summary tab **need only be addressed once for the entire State/Territory submission.**

***State/Territory Name:** Select from the drop-down menu*

Objective:

- To identify the State/Territory

End of the State/Territory Name section. Proceed to Step 18.

☑ Step 18: Complete the Portfolio Summary—Statewide Investment Summary section

The Statewide Investment Summary on the Portfolio Summary tab **need only be addressed once for the entire State/Territory submission.**

Statewide Investment Summary: *A portfolio view of all the State's or Territory's IJs will include a Statewide Investment summary. The summary will detail the requirements below: (8,000 Char. max):*

- *Summary of PSIC Investments*
- *Summary of how the Investments collectively relate to the Statewide strategy/plan*
- *Description of the process used to identify, prioritize, and select Investments included in the IJ*
- *Description of the stakeholders involved in the evaluation and selection of proposals*
- *Has a Statewide Communications Interoperability Plan been submitted with this IJ? (Yes/No)*

Objective:

- To provide a summary of the Investments and how they relate to the Statewide Plan
- To identify the process used to select the Investments included in the IJ Template
- To identify the stakeholders involved
- To ensure a Statewide Plan has been submitted (self-check)

★ Helpful Hints ★

- A self-check is provided to ensure a Statewide Plan has been submitted. When the self-check box turns **Green (OK)**, it indicates that the State or Territory has met the statutory requirement of submitting the Statewide Plan. If the self-check box turns **Red (ERROR)**, it indicates that the State or Territory has not met the statutory requirement and therefore, must make necessary changes to the Investment.

Proceed to next question.

List all consultants and contractors who assisted in the development, drafting, or preparation of your State's Investment Justifications. (500 Char. max)

Objective:

- To provide a list of consultants and contractors who may have assisted in the preparation of the IJ.

Proceed to next question.

How much STR funding will be applied to this State/Territory? Is the amount of STR funds applied to this State/Territory equal to 100 percent of the available STR funds? If no, please explain the difference. (1,250 Char. max)

Objective:

- To indicate the amount of STR funding that will be applied.
- To understand the difference, if any, between the amount of STR funds applied and STR funds available.

End of the Portfolio Summary tab. Proceed to Step 19.

Step 19: Reread the application to ensure that all responses clearly answer the questions in a way that is clear to someone reading it for the first time

Step 20: Check spelling

Step 21: Save the IJ using the following naming convention: State/Territory name.xls

Step 22: Send to the SAA for submission into Grants.gov

FY 2007 PSIC Grant Program application submission complete.

III. Technical Guidance

This Chapter contains technical considerations that will be useful when navigating through and completing the IJ. Information is provided on the following topics:

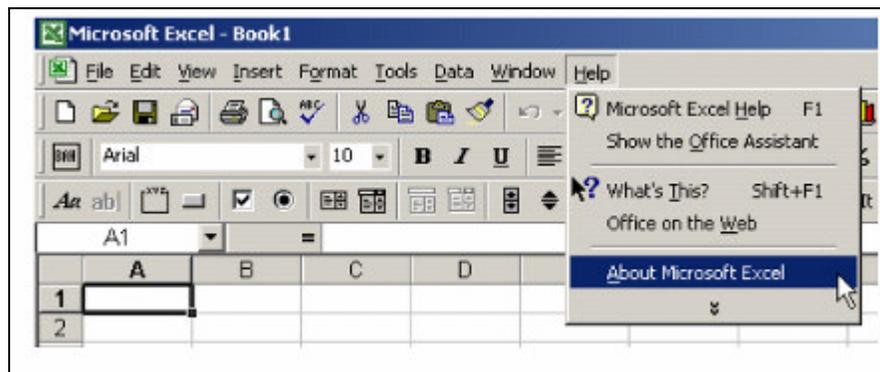
- System Requirements
- Document Navigation
- Completing the IJ
- Helpful Tools

System Requirements

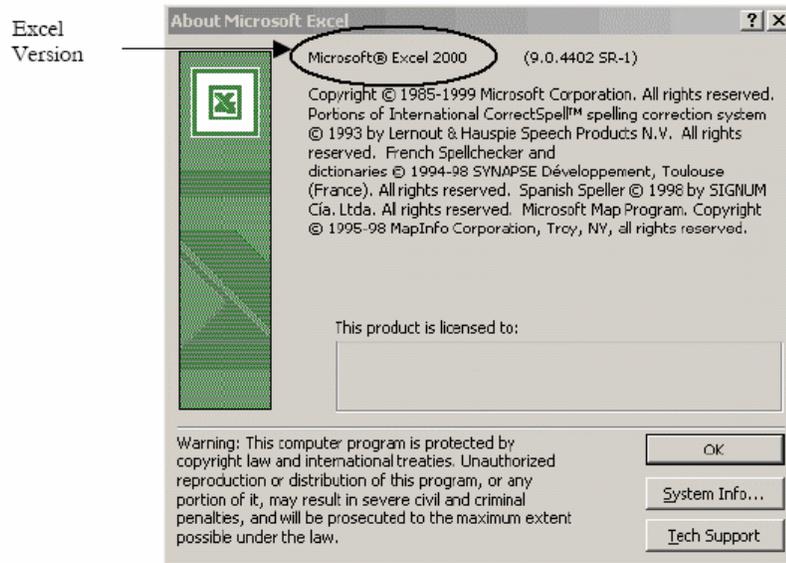
MS Excel Version

The IJ template was created in MS Excel XP and will run on MS Excel version 2000 or higher. The minimum system standards to run MS Excel 2000 are a computer with a 75 MHz processor or faster, such as the Pentium 75, and the Microsoft Windows 95 operating system. To check if you have the appropriate version of MS Excel, complete the following steps:

- 1) Open MS Excel through your Start menu or other icon
- 2) Click on the **[Help]** menu along the top
- 3) Choose **[About Microsoft Excel]** from the drop-down list



- 4) The dialog box that appears will list the version of MS Excel you are using



Screen Resolution

For best viewing of the IJ template, it is recommended that users have their screens set to 1024 by 768 pixels. Screen setting information for your computer is located in the display properties accessible through the *Start* menu. If your monitor is set to a resolution lower than this standard (e.g. 800 by 600 pixels, or 640 by 480 pixels) then you may not be able to view as much of the template on your screen as designed. Different screen settings may require you to scroll from left to right, and/or up and down in order to view the entire template.

Document Navigation

Navigating Within the Investment Justification

The IJ template is structured around Excel's built-in tab navigation bar found at the bottom of the spreadsheet. This bar will assist States and Territories in moving between Investments, as well as moving to the Overall Funding Summary and Portfolio Summary sheets. To navigate to an Investment, click on the tab labeled with the appropriate Investment number. To navigate to the Overall Funding Summary sheet, click on the tab labeled "Overall Funding Summary." Likewise, to navigate to the Portfolio Summary sheet, click on the tab labeled "Portfolio Summary".



Unlocked Template Navigation

Based upon feedback, the Investments in the IJ template have been unlocked to facilitate ease of distribution of Investments among multiple authors. However, an unlocked Investment also allows applicants to inadvertently alter the template and its contents. Inadvertent, or purposeful, changes to the template may result in formatting/printing problems, incorrect formulas, and incompatibility with submission requirements. Applicants are **strongly advised not** to do the following:

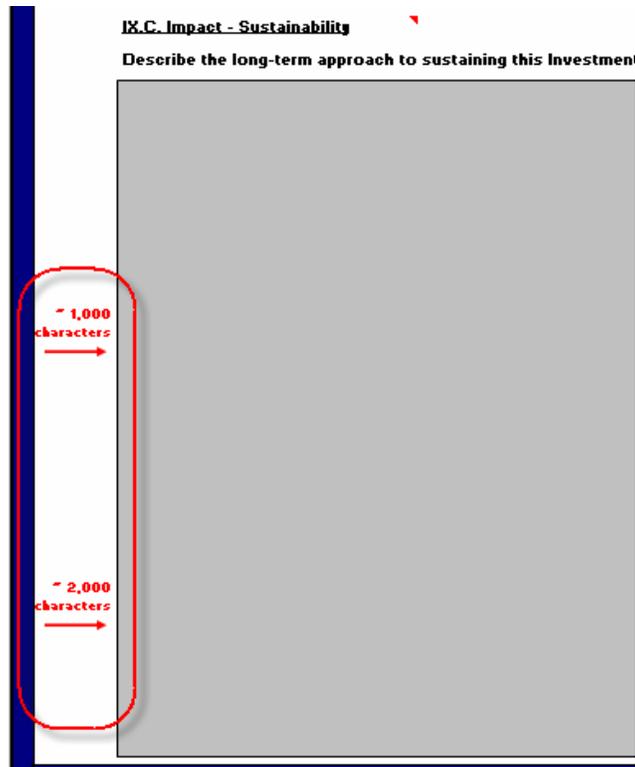
- Delete any text boxes, formulas, questions, or drop-down boxes
- Write outside of the gray answer fields
- Move text boxes, tables, or drop-down boxes
- Drag cell contents into other cells
- Un-merge cells
- Insert or delete rows, columns, or cells
- Change font sizes or other text characteristics

An altered Investment template may cause Investment data to be corrupted or lost. If the Investment template is suspected to be altered, applicants are encouraged to move their responses to a fresh IJ template. Individual Investments will be distributed to the States/Territories and can be used for multiple authors. It is suggested that data from those individual Investment templates be copied and pasted into the master IJ template.

Completing the Investment Justification

Character-count indicators

To the left of each narrative text box, there are red character-count markers that indicate the approximate character count in that row. This is to help applicants calculate the approximate length of their response.



Font

States and Territories should be aware that narrative responses will be automatically formatted in Courier New font. All letters, spaces, and symbols (including punctuation) in Courier New font take up equal amounts of space (e.g. a period uses the same amount of space as the letter "W"). The character-count indicators described above are based upon the use of this font. Applicants are advised not to change the font size settings. Character-count indicators may no longer be accurate if font settings are changed.

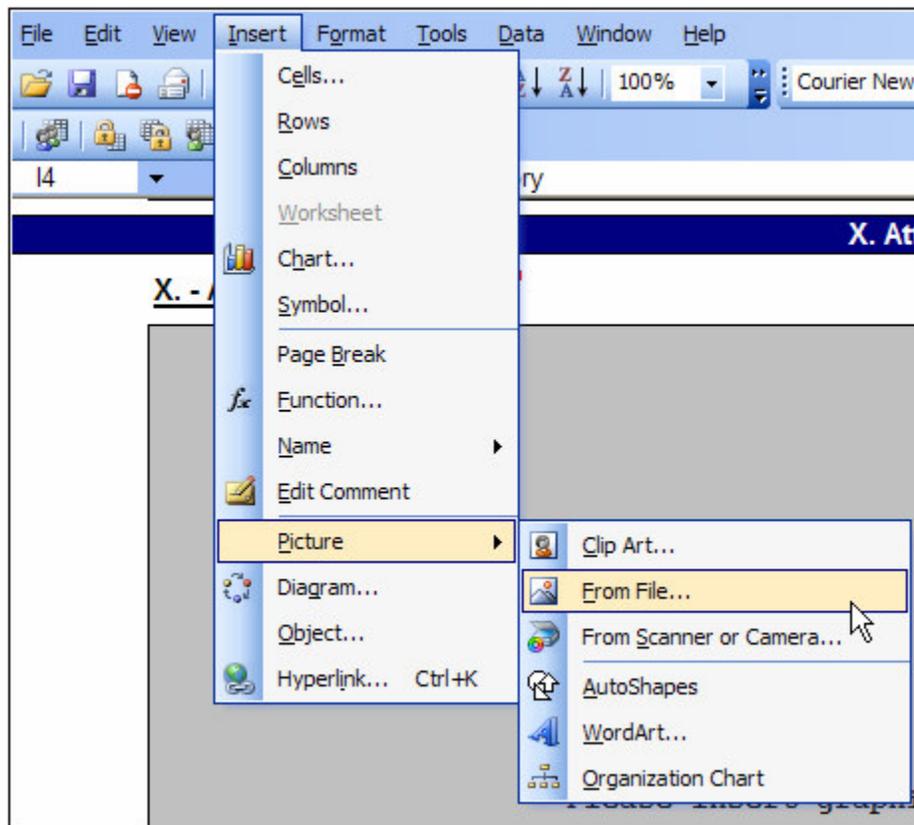
Attachment Insertion

The IJ template contains a space for users to insert, or copy and paste images into the template. Users can find this attachment location in section X. Attachments. Applicants may **not** use this section to write additional text or continue responses from a previous section.

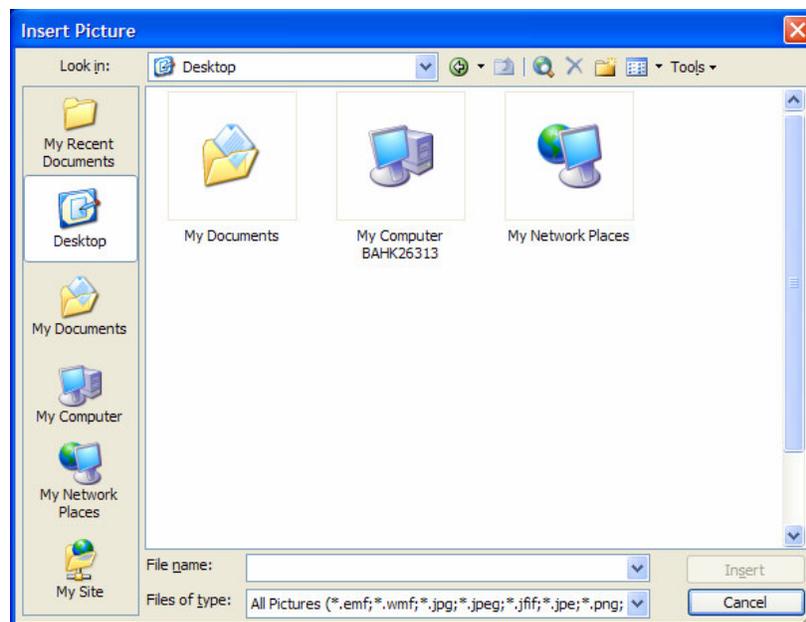
In order to insert images into the template, please follow the steps below.

- 1) Click on the gray attachment area in section X. Attachments; otherwise, the image may be imported elsewhere in the Investment sheet, and will need to be moved into the appropriate location
- 2) Click on the **[Insert]** menu along the top
- 3) Choose **[Picture]** option found toward the bottom of the menu

- 4) Choose [**From File**] from the drop-down list

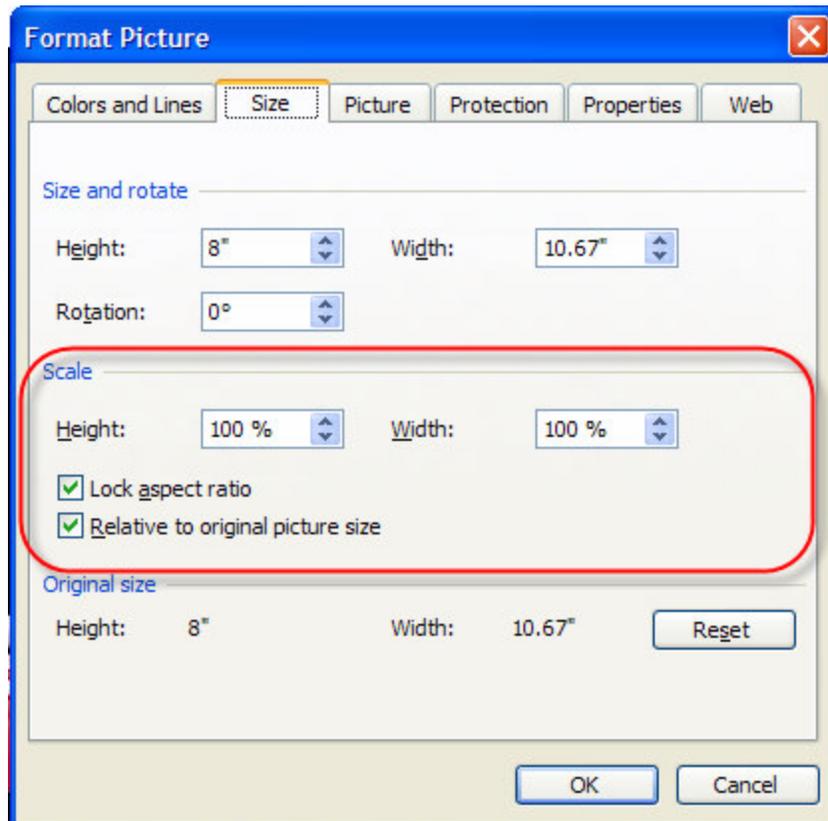


- 5) The Insert Picture box will allow users to choose what image to load into section X. Attachments; recommended file types include: .emf, .wmf, .jpg, .jpeg, .jif, .jpe, .png, and .gif



- 6) Once the image is chosen, click **Insert**

- 7) The image should be imported into section X. Attachments on the Investment tab; if it is not, it can be dragged into the correct position
- 8) All images should fit within the gray area in section X. Attachments.
- 9) If the image is larger than this area, it can be reformatted by double clicking on the image
- 10) The Format Picture box will appear; click on the Size tab, and reduce the Scale of the image (either height or width); this will automatically adjust the image size

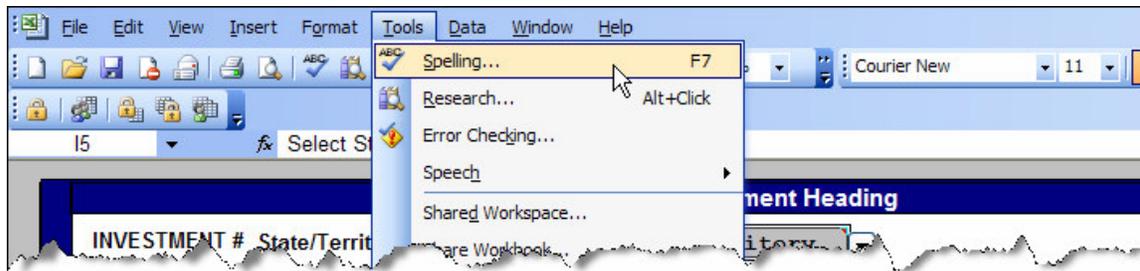


Helpful Tools

Spell check

There are two ways to spell check the text included in the IJ Template. Text can either be copied and pasted from MS Word, in which case, MS Word performs spell check, or because the individual Investment sheets in the IJ template are unlocked for FY 2007, spell check functionality is available. In order to check spelling within the IJ Template, please follow the steps below:

- 1) Click on the **[Tools]** menu
- 2) Click **[Spelling]**



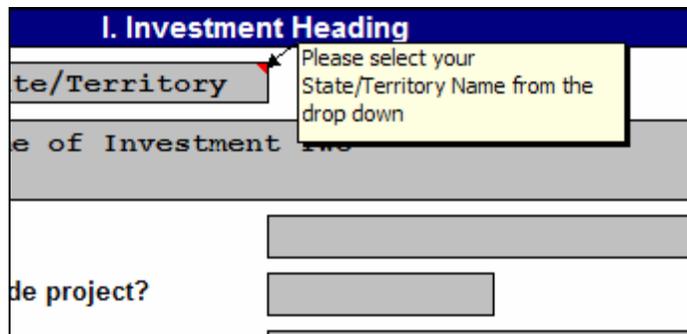
3) The Spelling box will appear, indicating misspelled words and suggested corrections.



4) **Shortcut:** The [F7] key can be used as a shortcut to check spelling; once F7 is pressed, the spelling box will appear, indicating misspelled words and suggested corrections.

Pop-up Messages

The IJ template contains mouse-over pop-up messages that contain important instructions and related scoring criteria.



Every **red triangle** found in the upper right corner of a field signifies that a pop-up message is available for display. To display the message, move and/or click your mouse on the field with the red triangle. The message will disappear when you move your mouse away from the field.

Error Messages

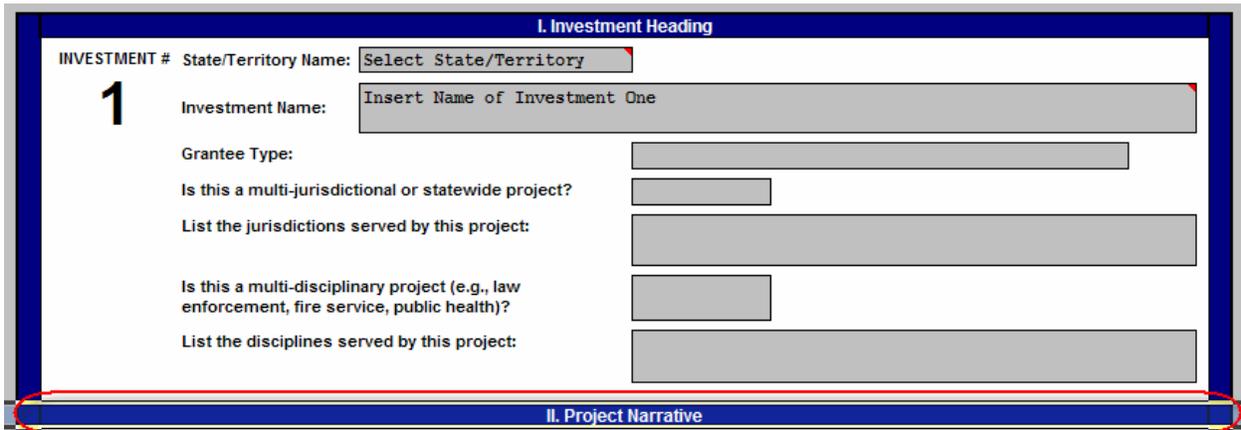
The IJ template contains four types of Error Messages:

- 1) **Data Entry Error:** Applicants who type text in drop-down boxes may receive the following error message: "The value you entered is not valid." Please select "Cancel" to clear the text, and then select an option from the drop-down box instead.
- 2) **Character Limit Error:** Applicants who exceed the character limitation to fields that that are subject to a character limit of 100 or 500 characters may receive the following error message: "Please enter 100 (or 500) characters or less in this field." Please enter fewer characters in this field.
Note: Narrative responses that exceed the character limits of 2,500-3,500 characters, and narratives that contribute to the overall 15,000 character limit will **not** cause an error message to appear; applicants are encouraged to track their response lengths using the character count indicators in the template and/or word count function in a word processing tool such as MS Word, as responses will be truncated that are above the maximum character limit.
- 3) **Numerical Data Error:** Applicants who enter text, or who enter a number that exceeds nine digits into a numerical field may receive the following error message: "Please enter numerical values less than \$999,999,999." Please enter an appropriately formatted number in this field.
- 4) **Date Error:** Applicants who enter a date that is not in the format MM/DD/YYYY, or who enter a date that is beyond the acceptable date range may receive the following error: "Please enter an appropriate date in MM/DD/YYYY format." Please enter an appropriately formatted date in this field.

Freezing frames

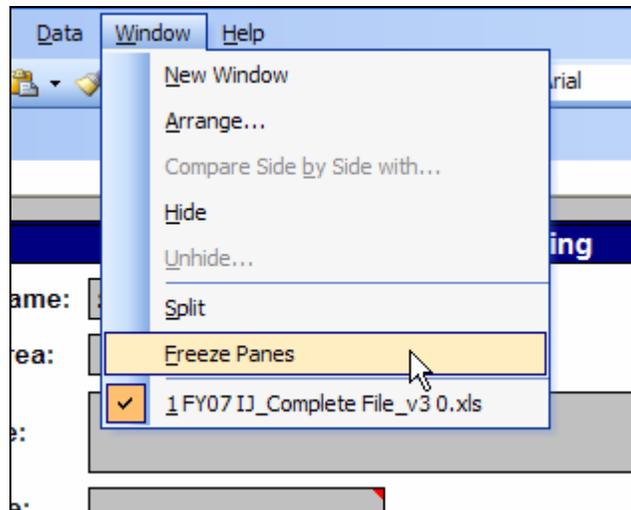
In order to display a larger portion of the IJ on one screen, the Investment Heading is not fixed at the top of the screen this year. If the State or Territory would like to freeze the Investment Heading or a portion of it at the top of their screen so that it is visible when completing other sections of the Investment, the frames can be frozen using the following steps:

- 1) Position the cursor in the row below the fields that should be fixed at the top of the screen

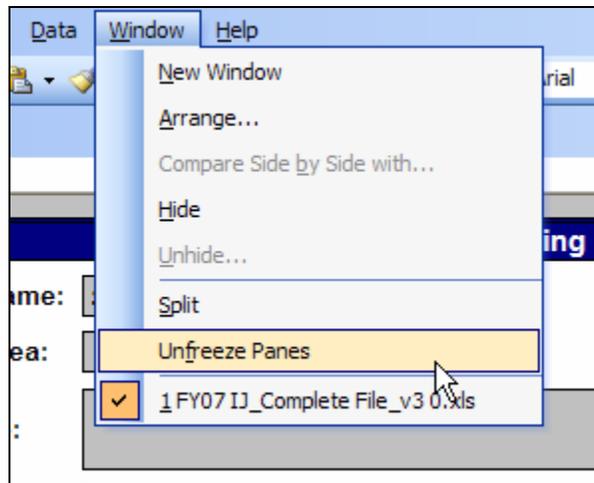


The screenshot shows a software window titled "I. Investment Heading". It contains several input fields: "INVESTMENT # State/Territory Name: Select State/Territory", "Investment Name: Insert Name of Investment One", "Grantee Type:", "Is this a multi-jurisdictional or statewide project?", "List the jurisdictions served by this project:", "Is this a multi-disciplinary project (e.g., law enforcement, fire service, public health)?", and "List the disciplines served by this project:". A red circle highlights the bottom bar of the window, which is labeled "II. Project Narrative".

- 2) Click on the **[Window]** menu
- 3) Click **[Freeze Panes]**; this will “freeze” all fields above the cursor at the top of the screen



- 4) To “unfreeze” the fields, click on the **[Window]** menu
- 5) Click **[Unfreeze Panes]**; this will return the IJ display to normal, with no fields fixed at the top of the screen



The above steps will freeze the frames for that Investment only, and is used to facilitate on-screen viewing. Freezing frames will have no impact on the base format of the Investment, or for printing. Applicants must repeat the above steps for each Investment they wish to freeze frames.

Appendix C. IJ Evaluation Criteria

Question	Review Criteria	Evaluation Criteria
Overall		
<p>Overall: Describe the Statewide Investment summary (portfolio view) of a State or Territory's Investment justification. The applicant must describe the following:</p> <ul style="list-style-type: none"> ▪ Summary of PSIC Investments ▪ Summary of how the Investments collectively relate to the Statewide strategy/plan ▪ Description of the process used to identify, prioritize, and select Investments included in the Investment Justification ▪ Description of the stakeholders involved in the evaluation and selection of proposals 	<p>The information provided will be considered in terms of its contribution to setting context and relationship to other questions</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Provides summary of PSIC Investments <input type="checkbox"/> Provides summary of how the Investments collectively relate to the Statewide strategy/plan <input type="checkbox"/> Describes the process used to identify, prioritize, and select Investments included in the Investment Justification <input type="checkbox"/> Describes the stakeholders involved in the evaluation and selection of proposals
Overall Funding Summary		
<p>Overall Funding Summary: Provide a self-check and summary of all PSIC funding allocated to State or Territory for Investments.</p>	<p>The information provided will be considered in terms of its contribution to setting context and relationship to other questions</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Provides total PSIC funding requested through Investments <ul style="list-style-type: none"> <input type="checkbox"/> Ensures that individual funding request(s) for Investment(s) sum up to total PSIC funding requested by State or Territory <input type="checkbox"/> Includes up-to-5 percent planning funding <ul style="list-style-type: none"> <input type="checkbox"/> Includes non-Federal matching match for planning funding <input type="checkbox"/> Includes up-to-3 percent management and administration (M&A) funding <ul style="list-style-type: none"> <input type="checkbox"/> Includes non-Federal matching match for M&A funding

Question	Review Criteria	Evaluation Criteria
Investment Heading		
<p>I. Investment Heading</p> <ul style="list-style-type: none"> ▪ State/Territory name ▪ Investment name (if applicable, include specific reference to areas designated as at high-risk for natural disasters and/or urban or metropolitan area at high risk for threats of terrorism) ▪ Total PSIC funding requested 	<p>The information provided will be considered in terms of its contribution to setting context and relationship to other questions</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Includes State/Territory name <input type="checkbox"/> Includes Investment name <input type="checkbox"/> Includes reference to areas designated as at high-risk for natural disasters, if applicable <input type="checkbox"/> Includes reference to urban or metropolitan area at high risk for threats of terrorism, if applicable
Project Narrative		
<p>II. Project Narrative: Describe the proposed Investment:</p> <ul style="list-style-type: none"> ▪ Interoperability problem(s) ▪ Proposed solution(s) ▪ Expected outcome(s) ▪ Partners and end users that will be involved ▪ Plan to use or interoperate with the reallocated public safety spectrum or improve or advance the interoperability of public safety communications systems that utilize other public safety spectrum bands ▪ Plans to evaluate the Investment 	<p>The information provided will be considered in terms of its contribution to setting context and relationship to other questions</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Describes interoperability problem(s). Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Voice and/or data limitations <input type="checkbox"/> Coverage issues (e.g., coverage gaps across geographic area) <input type="checkbox"/> Capacity issues (e.g., number of users, available frequencies) <input type="checkbox"/> Other: _____ <input type="checkbox"/> Describes proposed solution(s). Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Radio cache <input type="checkbox"/> Shared channels <input type="checkbox"/> Gateway <input type="checkbox"/> Shared system <input type="checkbox"/> Commercial service <input type="checkbox"/> Training and Exercise Program <input type="checkbox"/> Other: _____ <input type="checkbox"/> Describes how the applicant plans to use or interoperate with the reallocated public safety spectrum or improve or advance the interoperability of public safety communications systems that utilize other public safety spectrum bands <ul style="list-style-type: none"> <input type="checkbox"/> Includes voice <input type="checkbox"/> Includes data <input type="checkbox"/> References expected outcome(s) (e.g., increase in coverage to meet interoperability needs of identified region, increase in number of users that are interoperable) and impacts (detailed in Section IX) <input type="checkbox"/> References partners and end users that will be involved (detailed in Section III.D)

Question	Review Criteria	Evaluation Criteria
Baseline		
<p>III.A. Baseline – Historical Funding and Request Name: If the Investment has previously been funded or if funding has been requested (e.g. Homeland Security Grant Program, Emergency Management Performance Grants, Infrastructure Protection Program, Assistance to Firefighter Grants, and/or Department of Justice grants such as those from the Office of Community Oriented Policing Services), provide the name of this project and the total amount of funding that was dedicated or proposed to it, if any.</p>	<ul style="list-style-type: none"> ▪ The information provided will be considered in terms of its contribution to setting context and relationship to other questions. 	<ul style="list-style-type: none"> <input type="checkbox"/> Describes funding previously provided for this Investment. Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Federal grants <input type="checkbox"/> State funds <input type="checkbox"/> Local funds <input type="checkbox"/> Other: _____ <input type="checkbox"/> None <input type="checkbox"/> Funding has been provided previously, if applicable details Amount, Percentage, or Match, if funding has been _____ <input type="checkbox"/> Funds requested for Investment but not received. Describes proposed solution(s). Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Bonds <input type="checkbox"/> Taxes

Question	Review Criteria	Evaluation Criteria
<p>III.B. Baseline – Description of Need: Provide a summary description of the current state of this Investment, its objectives, and any outcomes that will be completed <u>prior</u> to the application of PSIC funds. Reference should also be made to the PSIC objectives (highlighted in Section I.A Program Funding Goals) addressed by the Investment.</p>	<p>The information provided will be considered in terms of its contribution to setting context and relationship to other questions. Specifically:</p> <ul style="list-style-type: none"> ▪ Response addresses PSIC objectives ▪ Response describes the nature of the communication problem (e.g., voice and/or data, coverage), its capacity (e.g. number of users, available frequencies), and the capability gap(s) (e.g., gaps identified in Statewide Communications Interoperability Plan) that this Investment is intended to address ▪ Response discusses why this Investment was selected over other options and identify the partners, communities, and end users affected by the Investment ▪ If applicable, response provides information on what has been done with regard to the Investment by the area designated as at risk for natural disasters and/or urban or metropolitan area at high risk for threats of terrorism 	<ul style="list-style-type: none"> <input type="checkbox"/> Description addresses PSIC objectives: <ul style="list-style-type: none"> <input type="checkbox"/> Adopts advanced technological solutions <input type="checkbox"/> Improves spectrum efficiency <input type="checkbox"/> Uses cost-effective measures <input type="checkbox"/> Improves communications in areas designated as at risk for natural disasters <input type="checkbox"/> Utilizes best practices for acquisition and adoption <input type="checkbox"/> Continues to improve interoperability efforts in urban and metropolitan areas at high risk for threats of terrorism <input type="checkbox"/> Communications problem or gap is well described and easily understood <input type="checkbox"/> Includes understanding of current technology landscape and training for future PSIC purchased equipment. Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Analog <input type="checkbox"/> Digital <input type="checkbox"/> Conventional <input type="checkbox"/> Trunked <input type="checkbox"/> Spectrum Band: _____ <input type="checkbox"/> P25 Phase I/Phase II compliant <input type="checkbox"/> IP-based LMR systems and backhaul networks <input type="checkbox"/> Other: _____ <input type="checkbox"/> Current interoperability methods with other users. Describes proposed solution(s). Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Radio cache/ radio swap <input type="checkbox"/> Shared conventional channels <input type="checkbox"/> Gateway to connect/access disparate LMR systems <input type="checkbox"/> Shared LMR systems, both trunked and conventional <input type="checkbox"/> Commercial services <input type="checkbox"/> Training Program to maintain proficiency in operating I/O solutions <input type="checkbox"/> Other: _____

Question	Review Criteria	Evaluation Criteria
<p>III.C. Baseline – Description of Governance Structure and Activities: Provide a summary description of the current state of your governance structure and activities.</p>	<p>The information provided will be considered in terms of its contribution to setting context and relationship to other questions. Specifically:</p> <ul style="list-style-type: none"> ▪ Reference Interoperability Baseline Survey ▪ Number of public safety agencies which entered into formal interoperability agreements (e.g., MOU) ▪ Existence of a formal/informal interoperability group (e.g., working group) that discusses interoperability issues across the State and/or region ▪ Number of agencies that share formal standard operating procedures (SOPs) for day-to-day, task force, and mutual aid communications interoperability ▪ Number of agencies and types of disciplines and levels of government that are engaged in joint training events 	<ul style="list-style-type: none"> <input type="checkbox"/> Provides reference to Baseline Survey, if applicable <input type="checkbox"/> Includes the number of agencies and jurisdictions participating in the Investment <ul style="list-style-type: none"> <input type="checkbox"/> Ensures participation of more than one agency <input type="checkbox"/> Ensures participation of more than one jurisdiction <input type="checkbox"/> Documents the existence and role of a governance structure, oversight body or working group to address interoperability within the Investment <input type="checkbox"/> Describes how participating agencies or jurisdictions have existing mutual aid or other agreements within the Investment <input type="checkbox"/> Describes how participating agencies or jurisdictions have existing standard operating procedures or policies to promote proper use of interoperability resources within the Investment <input type="checkbox"/> Describes how participating agencies or jurisdictions have conducted joint training and/or exercises including an objective to evaluate and improve communications interoperability within the Investment <input type="checkbox"/> Agencies and jurisdictions participating in the Investment: <ul style="list-style-type: none"> <input type="checkbox"/> More than one discipline <input type="checkbox"/> More than one jurisdiction

Question	Review Criteria	Evaluation Criteria
<p>III.D. Baseline – Stakeholder Involvement: Provide information on the public safety agencies involved in the Investment Justification Process.</p>	<ul style="list-style-type: none"> ▪ Response demonstrates the public safety disciplines engaged in the development and implementation of Investment(s), to include, but not limited to, law enforcement, fire, emergency medical services, emergency managers, transportation, hospitals/public health, Tribal government entities, and authorized nongovernmental organizations 	<ul style="list-style-type: none"> <input type="checkbox"/> Describes how public safety agencies are identified to help develop Investment. Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> State agencies <input type="checkbox"/> Local agencies <input type="checkbox"/> Law enforcement agencies <input type="checkbox"/> Fire services <input type="checkbox"/> Emergency medical service agencies <input type="checkbox"/> Emergency management agencies <input type="checkbox"/> Describes how public service agencies are identified to help develop Investment. Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Public health agencies <input type="checkbox"/> Public transportation agencies <input type="checkbox"/> Hospital agencies <input type="checkbox"/> Describes how interoperability with Tribal entities is addressed <ul style="list-style-type: none"> <input type="checkbox"/> Tribal entities are within the investment’s operating environment. <input type="checkbox"/> Describes the role of Tribal entities. <input type="checkbox"/> Describes how interoperability with nongovernmental organizations is addressed <ul style="list-style-type: none"> <input type="checkbox"/> Governmental organizations are within the Investment’s operating environment. <input type="checkbox"/> Describes the role of governmental organizations. <input type="checkbox"/> Other: _____
Strategy		
<p>IV.A. Strategy – Statewide Communications Interoperability Plan objectives: Explain how this Investment supports the State/Territory Statewide Communications Interoperability Plan, including PSIC criteria.</p>	<ul style="list-style-type: none"> ▪ Response demonstrates how the Investment will support the Statewide Communications Interoperability Plan, including PSIC criteria (highlighted in Section II B Funding Availability) ▪ If applicable, response explains how solution fits within existing TICP framework 	<ul style="list-style-type: none"> <input type="checkbox"/> Will be submitting Statewide Plan in conjunction with the Investment justification. <input type="checkbox"/> Demonstrates how the Investment aligns with: <ul style="list-style-type: none"> <input type="checkbox"/> Statewide Plan vision, goals, and objectives <input type="checkbox"/> TICP framework, if applicable

Question	Review Criteria	Evaluation Criteria
<p>IV.B. Strategy – Technology: Explain how this Investment supports the PSIC technology objectives.</p>	<ul style="list-style-type: none"> ▪ Response addresses the technical feasibility of the proposed Investment ▪ Response addresses how the proposed Investment will consider advanced technologies ▪ Response addresses how the proposed Investment will promote spectrum-efficient solutions ▪ Response explains the degree to which the proposed Investment will work and interoperate with other existing systems and the extent to which the Investment represents a shared system or system-of-systems 	<ul style="list-style-type: none"> <input type="checkbox"/> Describes the technical feasibility of the Investment. <ul style="list-style-type: none"> <input type="checkbox"/> Uses technology that fits within PSIC requirements <input type="checkbox"/> Describes how Investment addresses advanced technology. Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Uses advanced, next generation, and proven technology <input type="checkbox"/> Uses commercial services <input type="checkbox"/> Uses IP-based technologies <input type="checkbox"/> Uses common interoperable encryption techniques <input type="checkbox"/> Uses Software Defined or Cognitive Radio technology <input type="checkbox"/> Uses standards-based technologies <input type="checkbox"/> Considers solutions that have an open interface to enable the transfer of voice, data, and/or video signals <input type="checkbox"/> Employs a training program to address advanced technology being acquired or deployed <input type="checkbox"/> Other: _____ <input type="checkbox"/> Describes how Investment addresses spectrum efficiency. Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Provides the best solution that consumes the least amount of spectrum necessary to meet user requirements <input type="checkbox"/> Uses spectrum conserving techniques (e.g., narrow banding, multiple access technologies) <input type="checkbox"/> Uses spectrum or channel sharing techniques <input type="checkbox"/> Uses wired communications where possible to carry the appropriate types of communications traffic <input type="checkbox"/> Uses compression, error correction, or other processing techniques that increase throughput <input type="checkbox"/> Employs a training program on equipment being acquired or deployed to address spectrum efficiency <input type="checkbox"/> Other: _____ <input type="checkbox"/> Describes the degree to which the Investment will work and interoperate with other existing systems and the extent to which the Investment represents a shared system or system-of-systems. Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Uses shared infrastructure elements <input type="checkbox"/> Enables interoperability with existing technology <input type="checkbox"/> Enables interoperability with other public safety agencies at all necessary levels of government <input type="checkbox"/> Other: _____

Question	Review Criteria	Evaluation Criteria
<p>IV.C. Strategy – All Hazards Mitigation: Explain how this Investment supports interoperable communications capabilities to respond to all hazards.</p>	<ul style="list-style-type: none"> ▪ Response addresses how the Investment addresses communications needs with respect to areas designated as at high risk for natural disasters ▪ Response addresses how the Investment addresses communications needs with respect to urban and/or metropolitan areas at high risk for threats of terrorism (e.g., Tier 1 UASI Urban Areas) ▪ If a State with a Tier 1 Urban Area does not provide the Urban Area with the designated minimum funding level, a written justification for this variance must be provided, documenting why other geographical areas demonstrated greater need. Any proposed variance from the presumptive funding amounts should also include a record either of concurrence or objection from the local elected executive. ▪ For STR Investments, response addresses how a strategic technology reserve takes into account the continuing technological evolution of communications technologies and devices, with its risk of obsolescence, the use of pre-negotiated contracts and other arrangements for rapid deployment of equipment, supplies, and systems and related communications services, and any barriers to immediate deployment, including time and distance, in the event of an emergency ▪ If a State or Territory does not submit an Investment Justification reflecting a strategic technology reserve project that includes at least the presumptive funding amount, then a detailed written explanation should be submitted demonstrating that it has already implemented such a strategic technology reserve or that it has a higher priority public safety communications need 	<ul style="list-style-type: none"> <input type="checkbox"/> Describes how Investment will serve areas designated as at high risk for natural disasters <input type="checkbox"/> Describes how Investment will serve urban and/or metropolitan areas at high risk for threats of terrorism (e.g., Tier 1 UASI Urban Areas) <ul style="list-style-type: none"> <input type="checkbox"/> Describes how Investment will improve upon existing interoperability approaches in an urban or metropolitan area with an existing TICP <input type="checkbox"/> Includes a written justification if a State does not provide it's Tier 1 UASI with the designated minimum funding level, if applicable <ul style="list-style-type: none"> <input type="checkbox"/> Describes why other geographical areas have a demonstrated greater need <input type="checkbox"/> Includes wither concurrence or objection from the local elected executive <input type="checkbox"/> Describes how Investment will provide a strategic technology reserve for immediate deployment of wireless communications technologies in the event of an emergency, if applicable <input type="checkbox"/> Describes in written form that the State or Territory has already implemented such a strategic technology reserve or that it has a higher priority public safety communications need in the event of an emergency, if applicable

Question	Review Criteria	Evaluation Criteria
Funding Plan		
<p>V. Funding Plan: Detail the total estimated cost for the Investment throughout the PSIC period of performance (FY 2007 – FY 2010). Describe any other concurrent funding sources that may also support this Investment, including form of cost share. Detailed estimated expenditure plan which credibly demonstrates ability to meet expenditure deadline of September 30, 2010.</p>	<ul style="list-style-type: none"> ▪ Response references appropriate activities, services, or products for the solution area ▪ Response describes how the funds will be used specifically towards this Investment ▪ Response outlines the Investment budget ▪ Response describes the sufficiency of matching funds to support the Investment 	<ul style="list-style-type: none"> <input type="checkbox"/> Includes how Investment is for a separate and unique project from any efforts currently under way <input type="checkbox"/> Includes total estimated cost for the Investment <input type="checkbox"/> Describes how funds will be used towards the Investment, specifically the unique activities, services, and products compared to other funding streams <ul style="list-style-type: none"> <input type="checkbox"/> Includes cost share form, if using other funding source <input type="checkbox"/> Outlines the Investment's budget in detail <input type="checkbox"/> Includes all costs related to acquisition, deployment and training unique to PSIC. <input type="checkbox"/> Describes the sufficiency of matching funds (PSIC request and other funds) to support the Investment <input type="checkbox"/> Details estimated expenditure plan that credibly demonstrates ability to meet expenditure deadline of September 30, 2010
Milestones		
<p>VI. Milestones: Provide specific milestones for the Investment over the PSIC period of performance (FY 2007 – FY 2010), including a description, and start and end dates for each milestone; up to 10 milestones may be provided.</p>	<ul style="list-style-type: none"> ▪ Each milestone provides a clear description of the milestone activities as well as start and end dates ▪ Milestones collectively present a clear sequence of events that will allow the Investment to reach its objectives 	<ul style="list-style-type: none"> <input type="checkbox"/> Includes a description of a sequence of events (i.e., list of discrete tasks along with a timeline) that will allow the Investment to reach its objectives <input type="checkbox"/> Provides specific milestones for the Investment, including a description of the milestone as well as start and end dates for each milestone (up to 10 milestones may be provided) <input type="checkbox"/> Describes how Investment is feasible <input type="checkbox"/> Describes logical milestone progression

Question	Review Criteria	Evaluation Criteria
Project Management		
<p>VII. Project Management: Describe the management team that is directly responsible for the implementation of this Investment. Specifically, describe any key Investment roles and responsibilities, structures, and subject matter expertise required by this Investment, including at least the project manager and the contracts management structure. An organizational chart may be included in the response.</p>	<ul style="list-style-type: none"> ▪ Response identifies and describes a project manager role, specifically referencing the responsibilities of the project manager position as well as the decision-making authority; if the project manager is the same as in other Investments, the response explains why this is appropriate ▪ Response describes a contracts management structure ▪ Response describes, at a high level, the operational roles, responsibilities, and subject matter expertise required to manage the Investment ▪ Response relates project management responsibilities to those existing within any governance or oversight body identified in the Statewide Communications Interoperability Plan 	<ul style="list-style-type: none"> <input type="checkbox"/> Specifies the project management team responsible for implementation of the Investment <ul style="list-style-type: none"> <input type="checkbox"/> Provides organizational chart <input type="checkbox"/> Provides resources aligned to work breakdown structure <input type="checkbox"/> Provides professional certifications to qualify project and contracts management personnel <input type="checkbox"/> Other: _____ <input type="checkbox"/> Includes description of project manager's roles and responsibilities, and decision-making authority <ul style="list-style-type: none"> <input type="checkbox"/> If project manager is the same for multiple Investments, explains why this structure is appropriate <input type="checkbox"/> Relates project management responsibilities to those existing within any governance or oversight body identified in the Statewide Communications Interoperability Plan and/or TICP <ul style="list-style-type: none"> <input type="checkbox"/> Identifies organizational relationship between the project manager and the Interoperability Coordinator <input type="checkbox"/> Identifies Statewide Interoperability Executive Committee relationship to the project manager <input type="checkbox"/> Other: _____ <input type="checkbox"/> Describes the operational roles, responsibilities, and subject matter expertise required to manage the Investment <input type="checkbox"/> Identifies relevant contracts management structures <ul style="list-style-type: none"> <input type="checkbox"/> Describes team (e.g., government, contractor) that developed Investment Justification <input type="checkbox"/> Describes the implementation team (e.g., government, contractor)

Question	Review Criteria	Evaluation Criteria
Investment Challenges		
<p>VIII. Investment Challenges: List and describe up to five potential challenges to effective implementation of this Investment over the entire PSIC period of performance. For each identified challenge, provide a brief description of how the challenge will be mitigated, and indicate a probability of occurrence (high, medium, low), and level of impact should it occur (high, medium, low). Applicants should consider the Investment's technical feasibility as a possible Investment challenge.</p>	<p>Response identifies the following:</p> <ul style="list-style-type: none"> ▪ Investment challenge(s) ▪ Mitigation strategy for each challenge listed ▪ Probability of occurrence ▪ Level of impact should the challenge occur 	<ul style="list-style-type: none"> <input type="checkbox"/> Describes up to five potential challenges to effectively implement the Investment <input type="checkbox"/> Provides explanation of how each challenge listed will be mitigated <ul style="list-style-type: none"> <input type="checkbox"/> Provides mitigation strategy for some (but not all) of the challenge(s) <input type="checkbox"/> Describes how the mitigation strategy ensures the challenges are effectively addressed <input type="checkbox"/> Describes each of the challenges' probability of occurrence (high, medium, low) and potential level of impact on the Investment (high, medium, low) <ul style="list-style-type: none"> <input type="checkbox"/> Provides probability of occurrence and potential level of impact for some (but not all) of the challenges related to the Investment

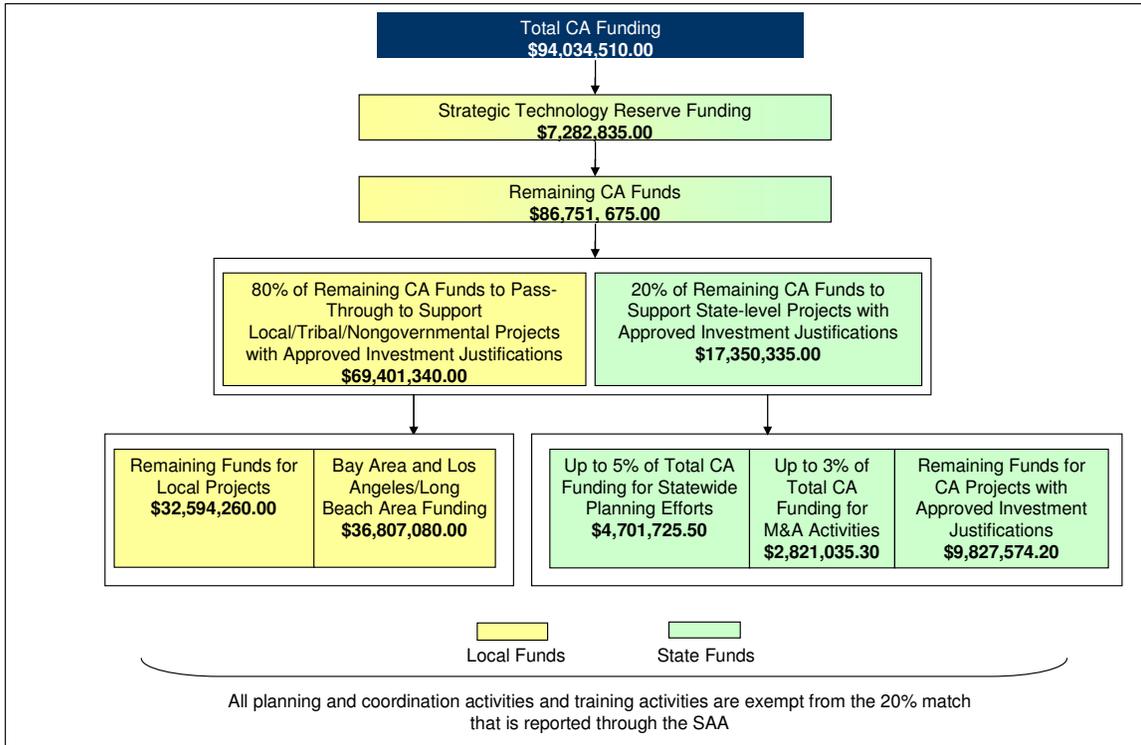
Question	Review Criteria	Evaluation Criteria
Impact		
<p>IX.A. Impact - Outcomes: Describe the outcome(s) that will indicate that this Investment is successful throughout the PSIC period of performance (FY 2007 – FY 2010). The description should include compelling reasons why the Investment will make a difference in the communications capabilities of its stakeholders. Note: Must address how the outcomes will be evaluated.</p>	<ul style="list-style-type: none"> ▪ Response describes specific outcomes that will determine the Investment's success, including what will be measured on both an annual basis and at the Investment completion and a description of the impact these activities will have on improving interoperability ▪ Response describes the community's affected by the Investment, such as the various jurisdictions, regional partners, Tribal government entities, etc. 	<ul style="list-style-type: none"> <input type="checkbox"/> Describes expected results across funded activities <ul style="list-style-type: none"> <input type="checkbox"/> Equipment and/or system procurement <input type="checkbox"/> Equipment and/or system deployment <input type="checkbox"/> Training and exercises <input type="checkbox"/> Describes what will be measured <ul style="list-style-type: none"> <input type="checkbox"/> Includes annual basis measurement <input type="checkbox"/> Includes Investment completion measurement <input type="checkbox"/> Describes the improved interoperable communications capabilities (e.g., impact) expected across stakeholder groups <ul style="list-style-type: none"> <input type="checkbox"/> Multiple Disciplines <ul style="list-style-type: none"> <input type="checkbox"/> Law enforcement agencies <input type="checkbox"/> Fire services <input type="checkbox"/> Emergency medical service agencies <input type="checkbox"/> Emergency management agencies <input type="checkbox"/> Public health agencies <input type="checkbox"/> Public transportation agencies <input type="checkbox"/> Hospital agencies <input type="checkbox"/> Tribal entities <input type="checkbox"/> Nongovernmental organizations <input type="checkbox"/> Other: _____ <input type="checkbox"/> Multiple jurisdictions <ul style="list-style-type: none"> <input type="checkbox"/> Local interoperability <input type="checkbox"/> Regional interoperability <input type="checkbox"/> Statewide interoperability <input type="checkbox"/> Tribal government/agencies <input type="checkbox"/> Federal law enforcement or relevant response agencies

Question	Review Criteria	Evaluation Criteria
<p>IX.B. Impact – Cost-effective measures: Describe the cost-effective measures that will indicate that this Investment is successful throughout the PSIC period of performance (FY 2007 – FY 2010).</p>	<ul style="list-style-type: none"> ▪ Response describes cost-effectiveness (e.g., a unit cost measurement, percentage increase of jurisdictions that will successfully implement technology, increase in number of radio users interoperating on communications system, percentage increase of State’s or Territory’s geographic area with radio coverage, percentage of radio users trained and proficient on interoperability solution) to address the interoperability gaps (identified in III.B. Baseline Description) ▪ Response describes how project will fit into the broader network of existing and ongoing Federal, State and local communications systems Investments. 	<ul style="list-style-type: none"> <input type="checkbox"/> Describes results of cost-effective measures. Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Cost savings to individual agencies from shared infrastructure <input type="checkbox"/> Savings in cost-per-user through broader equipment procurements or through infrastructure enhancements <input type="checkbox"/> Cost savings in system augmentation achieved through other interoperability solutions <input type="checkbox"/> Cost savings through joint training and exercises <input type="checkbox"/> Enhanced implementation timeline resulting from addition of PSIC funds <input type="checkbox"/> Personnel and maintenance cost savings achieved through advanced technology (e.g., IP-based systems) <input type="checkbox"/> Describes how Investment fits within broader network of existing and ongoing Federal, State and local communications systems Investments. Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Addresses Statewide Communications Interoperability Plan identified gap <input type="checkbox"/> Uses shared infrastructure elements across all needed levels of government <input type="checkbox"/> Other: _____

Question	Review Criteria	Evaluation Criteria
<p>IX.C. Impact – Sustainability: Describe the long-term approach to sustaining this Investment.</p>	<ul style="list-style-type: none"> ▪ Response describes how the technology and/or services that are acquired, deployed, or trained will be maintained/sustained long term (e.g., consideration of non-PSIC future funding mechanisms, plans for maintenance and periodic upgrades) ▪ Response describes how the Investment will be maintained/sustained long term, 3-5 years after the PSIC period of performance ends ▪ For STR Investments, response describes how the strategic technology reserve will be sustained beyond the grant period 	<ul style="list-style-type: none"> <input type="checkbox"/> Describes sustainability. Examples include: <ul style="list-style-type: none"> <input type="checkbox"/> Operations and maintenance plans <input type="checkbox"/> Ongoing and updated training <input type="checkbox"/> Establishment of change management or configuration control boards <input type="checkbox"/> Future funding mechanisms (e.g., bonds, dedicated local or State funds) <input type="checkbox"/> Personnel requirements (e.g., LMR Manager, O&M support) <input type="checkbox"/> Relationship to any out-year goals identified in the Statewide Plan <input type="checkbox"/> Ability to add new partnership agencies <input type="checkbox"/> Strategic planning efforts to consider and implement new technology improvements or to address life-cycle replacements <input type="checkbox"/> Project growth is described in terms of how it will evolve to meet future regional and Statewide needs <ul style="list-style-type: none"> <input type="checkbox"/> Includes plans for 3-5 years after PSIC period of performance ends <input type="checkbox"/> Describes how the Strategic Technology Reserve will be sustained to meet future long term regional and Statewide needs after the grant period has ended, if applicable

Appendix D. State, Territory, and Tier 1 Urban Area Funding Flows

California and Tier 1 Urban Areas (Bay Area and Los Angeles/Long Beach Area) Funding Flow

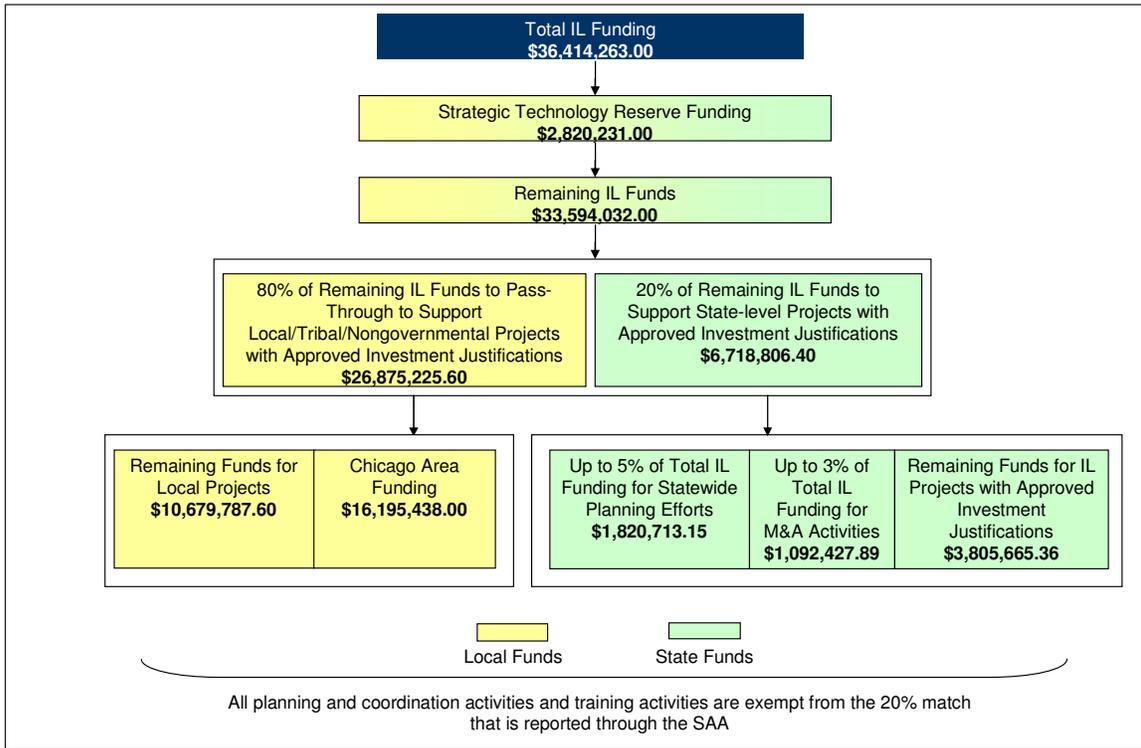


California State Allocation: \$94,034,510

Bay Area Tier 1 Allocation: \$14,528,292

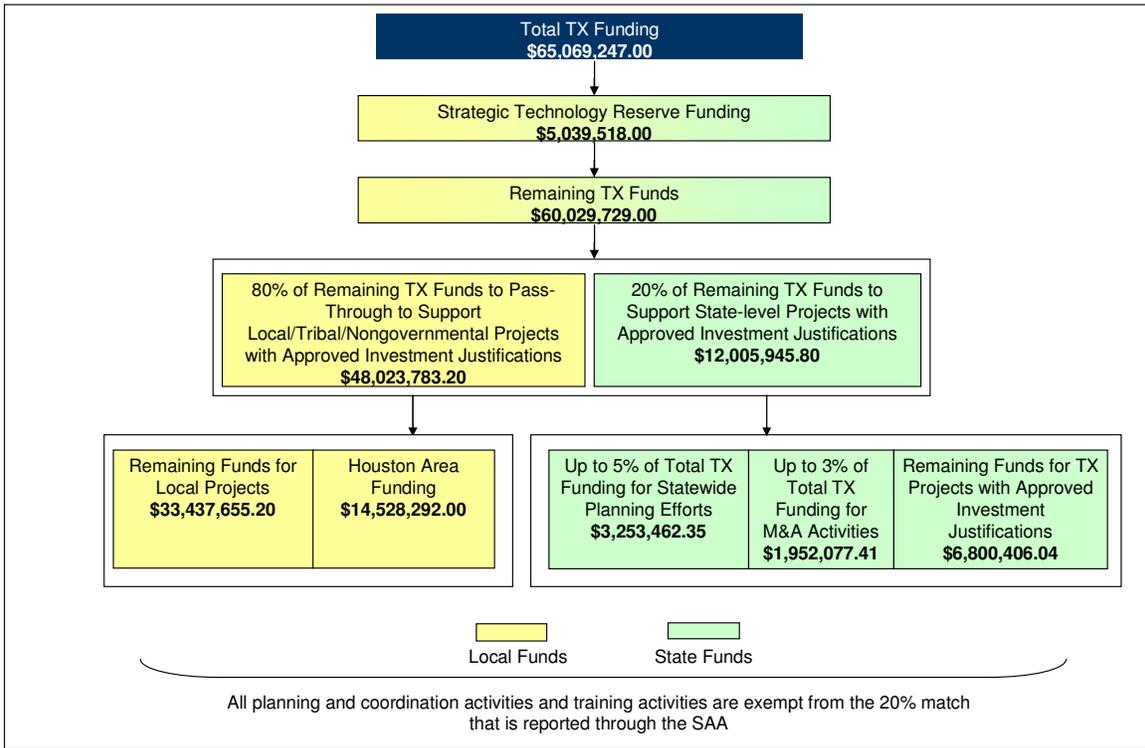
Los Angeles/Long Beach Area Tier 1 Allocation: \$22,278,788

Illinois and Tier 1 Urban Area (Chicago Area) Funding Flow



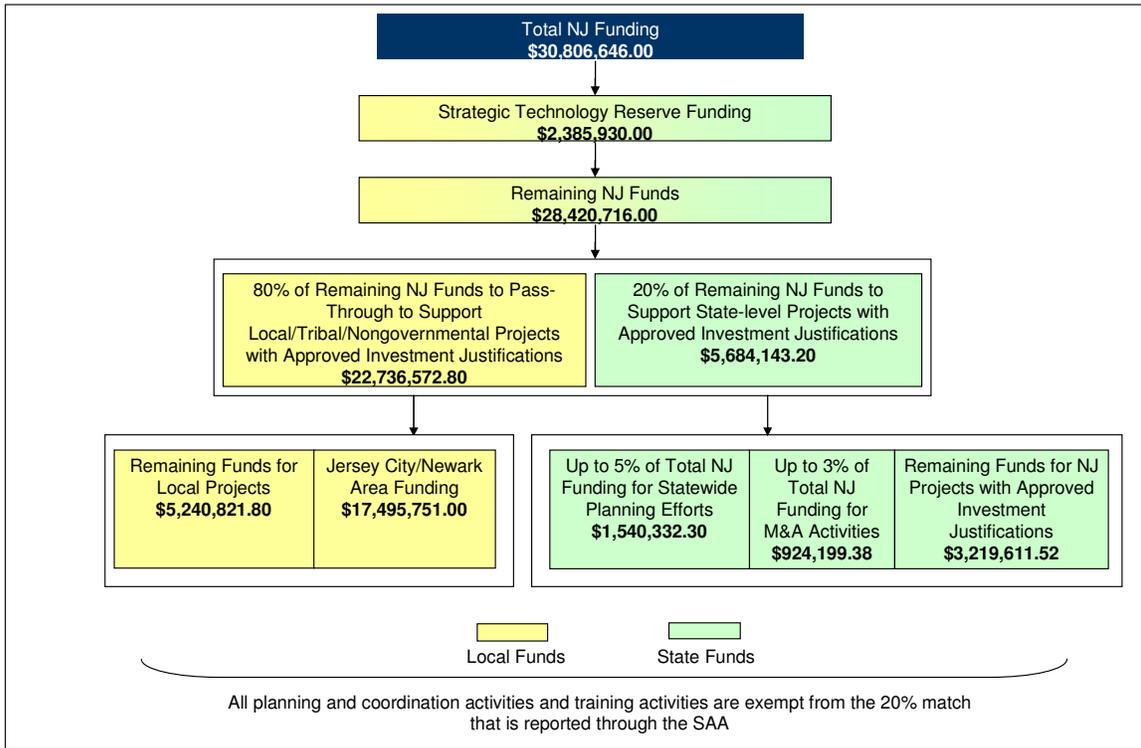
Illinois State Allocation: \$36,414,263
Chicago Area Tier 1 Allocation: \$16,195,438

Texas and Tier 1 Urban Area (Houston Area) Funding Flow



Texas State Allocation: \$65,069,247
Houston Area Tier 1 Allocation: \$14,586,128

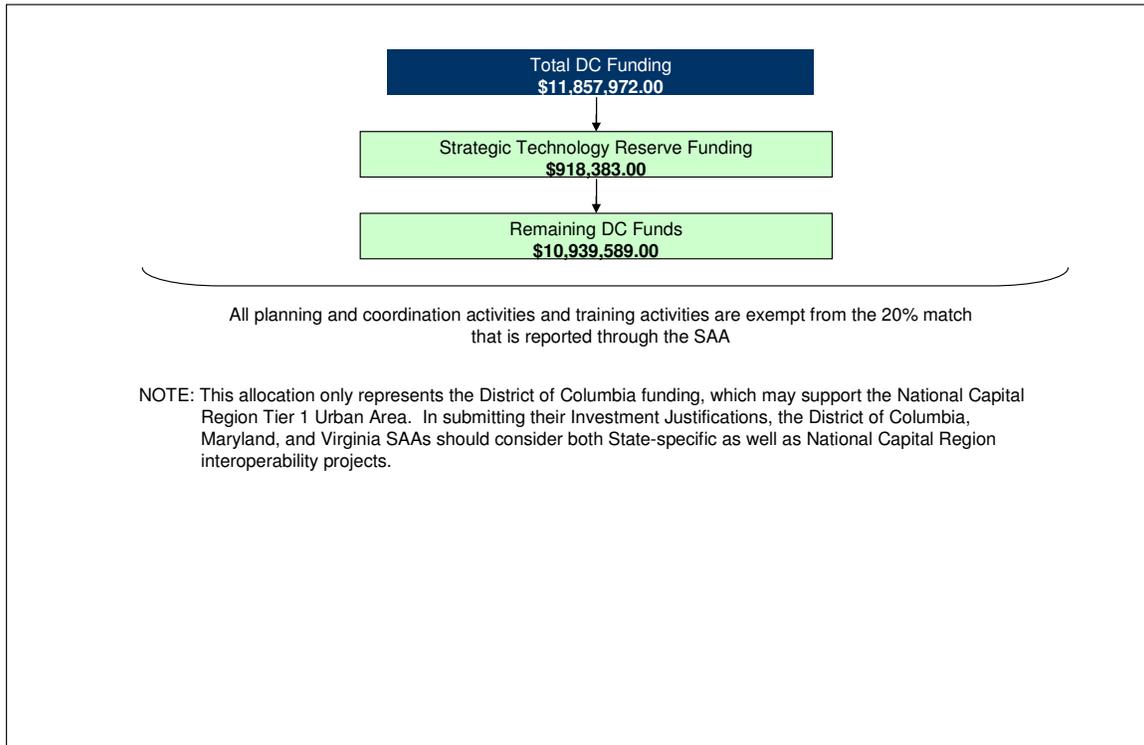
New Jersey and Tier 1 Urban Area (Jersey City/Newark Area) Funding Flow



New Jersey State Allocation: \$30,806,646

Jersey City/Newark Area Tier 1 Allocation: \$17,495,751

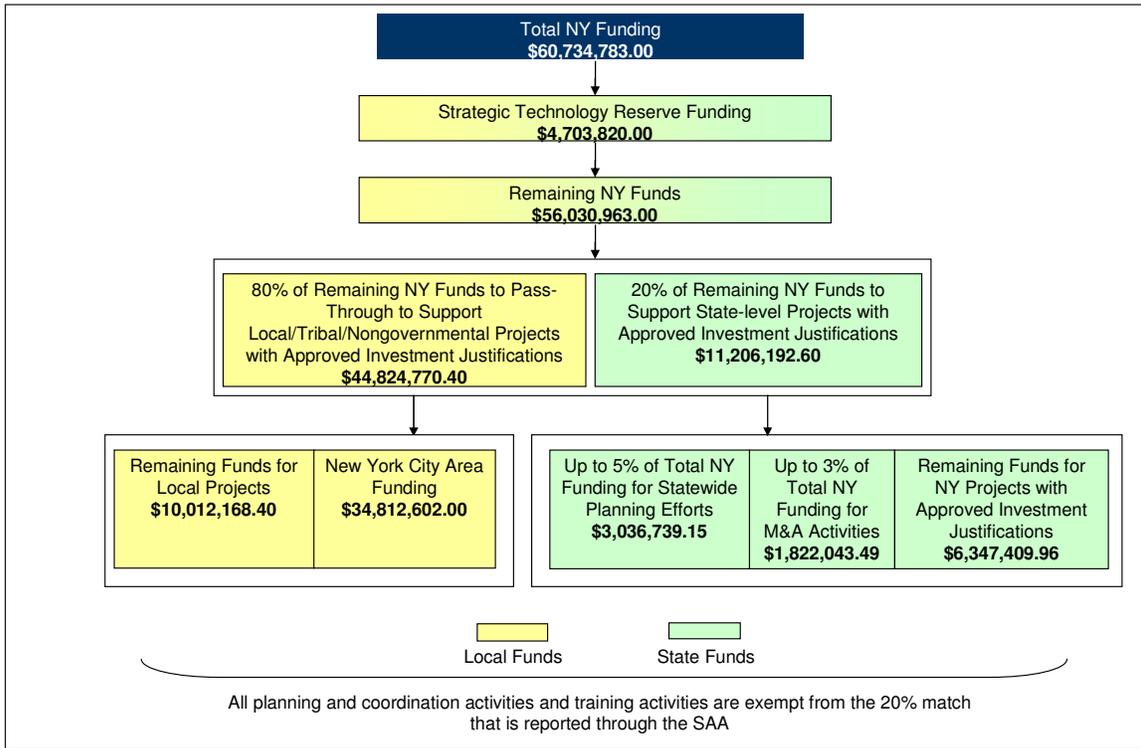
District of Columbia and Tier 1 Urban Area (National Capital Region) Funding Flow



District of Columbia Allocation: \$11,857,972

National Capital Region (NCR) Tier 1 Allocation: \$11,857,972

New York and Tier 1 Urban Area (New York City Area) Funding Flow



New York State Allocation: \$60,734,783
New York City Area Tier 1 Allocation: \$34,812,602

Glossary

Acquisition

The PSIC Grant Program covers the planning and coordination with, acquisition of, deployment of, and training for the use of interoperable communications systems that use or enable interoperability with communications systems that can use the reallocated public safety spectrum in the 700 MHz frequency band for radio communication or otherwise improve or advance the interoperability of public safety communications systems that utilize other public safety spectrum bands. Acquisition includes technical and financial planning, coordination, as well as procurement and system design activities, occur to ensure that the interoperable communications systems and equipment (e.g., swap radios, gateways, shared systems) being acquired meets the needs of public safety agencies.

Advanced Technologies

Advanced technological solutions are fundamental to enhancement of interoperable communications. Some examples of innovative solutions include (but are not limited to) the use of voice or radio internet protocol; broadband voice, data, or video applications; mobile public safety networks; multi-band/multi-mode software designed radios; network interconnect technologies; or satellite communication systems.

All Hazards Mitigation Objectives

public safety agencies need to be able to respond quickly to emergency situations regardless of their source or cause, particularly areas vulnerable to catastrophic natural disasters and areas at high risk for threats of terrorism. There are two all hazards objectives associated with the PSIC Grant Program: Improve communications in areas at high risk for natural disasters and continue to improve interoperability efforts in urban and metropolitan areas at high risk for threats of terrorism.

Analog Signal

Analog signal is any variable signal continuous in both time and amplitude. It uses some property of the medium to convey the signal's information.

Broadband

Broadband is a relative term defined as a 'broad bandwidth' connection. It allows a large amount of information to travel through a medium at the same time.

Capacity

Capacity is the supportable population based on a number of infrastructure related variables.

Channel Coding

Channel coding is a broadly used term mostly referring to the forward error correction code and bit interleaving in communication and storage where the

communication media or storage media is viewed as a channel. The channel code is used to protect data sent over it for storage or retrieval even in the presence of noise (errors).

Cognitive Radio Technology

A form of wireless communication in which a transceiver can intelligently detect which communication channels are in use and which are not, and instantly move into vacant channels while avoiding occupied ones. This optimizes the use of available radio-frequency (RF) spectrum while minimizing interference to other users.

Conventional Radio System

Uses a dedicated channel (frequency) for each individual group of users.

Cost-effective Measures

Actions taken which are economical in terms of the tangible benefits produced by the money spent. For the purposes of this grant program, a cost-effective measure is one that provides the most benefit to the greatest number of users for the proposed cost. One objective is to evaluate the cost-benefit measure and consider the use of solutions that provide the most benefit (i.e., data, voice, and/or video) for the least cost per user.

Coverage

The geographical reach of a terrestrial network or system (e.g., cellular network).

Deficit Reduction Act

The Deficit Reduction Act of 2005 directed the National Telecommunications and Information Administration (NTIA), in consultation with the Department of Homeland Security (DHS), to establish and implement a \$1 billion grant program to assist public safety agencies in the acquisition of, deployment of, or training for the use of interoperable communications systems that utilize – or enable interoperability with communications systems that can utilize – reallocated public safety spectrum for radio communications.

Deployment

The PSIC Grant Program covers the planning and coordination with, acquisition of, deployment of, and training for the use of interoperable communications systems that use or enable interoperability with communications systems that can use the reallocated public safety spectrum in the 700 MHz frequency band for radio communication or otherwise improve or advance the interoperability of public safety communications systems that utilize other public safety spectrum bands. Deployment requires that communications equipment is built out, standard operating procedures are developed for its use, and service level agreements are developed for the interoperable communications equipment.

DOC

Department of Commerce
DHS
Department of Homeland Security

Digital Compression

Digital compression is the process of reducing the number of bits needed to represent a given set of data by exploiting redundancies in the data. By reducing the number of bits used to store a set of data, both the space required to store it, and the bandwidth needed to transmit it are also reduced.

Digital Signal

Digital representations of discrete-time signals. It is a quantized discrete-time signal.

Encoding Algorithm

Encoding algorithm is a way of encoding data into a standard storage medium so that the values in the data are not lost or distorted.

Encryption

The process of transforming information to make it unreadable to anyone except those possessing special knowledge, usually referred to as a key.

Error Correction Code

A code in which each data signal conforms to specific rules of construction so that departures from this construction in the received signal can generally be automatically detected and corrected.

FEMA

Federal Emergency Management Agency

Gateway

Gateway is a network point that acts as an entrance to another network. The term is generically used to refer to various “patch” technologies that link multiple voice communication systems.

Governance

A common governing structure for solving interoperability issues will improve the policies, processes, and procedures of any major project by: enhancing communication, coordination, and cooperation; establishing guidelines and principles; and reducing any internal jurisdictional conflicts. A governing body should include local, Tribal, State, and federal entities as well as representatives from all pertinent emergency response disciplines within the identified region. A formal governance structure is critical to the success of interoperability planning.

Infrastructure

A set of interconnected elements that provide the supporting framework.

Internet Protocol (IP)

IP is a data-oriented protocol used for communicating data across a packet-switched network. IP is a network layer protocol in the internet protocol suite and is encapsulated in a data link layer protocol (e.g., Ethernet). As a lower layer protocol, IP provides the service of communicable unique global addressing amongst computers.

Interoperability Continuum

The Interoperability Continuum tool is designed to help the public safety community and local, Tribal, State, and federal policy makers address critical elements for success as they plan and implement interoperability solutions. These elements include frequency of use of interoperable communications, governance, standard operating procedures, technology, and training/exercises. The Interoperability Continuum was developed in accordance with SAFECOM's locally driven philosophy and its practical experience in working with local governments across the nation.

Interoperable Communications

Wireless communications interoperability specifically refers to the ability of emergency response officials to share information via voice and data signals on demand, in real time, when needed, and as authorized. For example, when communications systems are interoperable, police and firefighters responding to a routine incident can talk to each other to coordinate efforts. Communications interoperability also makes it possible for emergency response agencies responding to catastrophic accidents or disasters to work effectively together. Finally, it allows emergency response personnel to maximize resources in planning for major predictable events such as the Super Bowl or an inauguration, or for disaster relief and recovery efforts.

Investment Justification (IJ)

States and Territories will be required to submit an Investment Justification for each proposed PSIC Investment (project). Up to 10 Investment Justifications will be accepted per State or Territory. A portfolio view of all the State's or Territory's Investment Justifications will include a Statewide Investment summary. The summary will detail the requirements below:

- Summary of PSIC Investments;
- Summary of how the Investments collectively relate to the Statewide strategy/plan;
- Description of the process used to identify, prioritize, and select Investments included in the Investment Justification; and
- Description of the stakeholders involved in the evaluation and selection of proposals.

These Investments should strongly align with the goals and gaps set forth in the Statewide Plan and the PSIC criteria.

Land Mobile Radio (LMR) System

A term that denotes a privately owned, wireless communications system(s) intended for use by terrestrial users in vehicles (mobiles) or on foot (portables). Such a system can be independent, but often can be connected

to other fixed systems such as the public switched telephone network (PSTN) or cellular networks.

Management & Administration (M&A)

M&A costs associated with acquisition, deployment, and training are allowable expenditures for up to 3 percent of the total State or Territory allocated funds. Up to 3 percent of the total amount allocated to the State and Territory for PSIC may be retained at the State level and used for M&A purposes. These State and Territory M&A funds must be included when accounting for the total funds retained by the State and Territory. NTIA will allow M&A costs under PSIC that include hiring of full-time or part-time staff or contractors/consultants for grant management services related to compliance with reporting, monitoring, and audit requirements and associated travel and meeting expenses. The match requirement is also applicable to M&A expenses.

Matching Requirement Funds

Each public safety agency receiving PSIC funds is required to meet and document the 20 percent statutory match requirement for each project, during the period of performance of the grant program.

Milestone

A significant point or event in the Investment acquisition, deployment, or training plan.

Modulation

Modulation is the process of varying a periodic waveform, i.e. a tone, in order to use that signal to convey a message.

Multi-Agency

Investment Justification(s) must be multi-agency projects, meaning all Investment Justifications must include multiple public safety agencies or multiple disciplines.

Multi-band/Multi-mode Radio

This radio is capable of reception and transmission in most frequencies employed in public safety applications, as well as operability with any mode of communication used within the aforementioned bands. Users equipped with such a radio would be able to communicate in any public safety radio system, immediately and without prior notification.

Multi-Jurisdictional

Investment Justification must be multi-jurisdictional and/or regional in scope, meaning all Investment Justifications must detail how they will provide capability to communicate across various jurisdictions.

Narrowband

Refers to a situation in radio communications where the bandwidth of the message does not significantly exceed the channel's coherence bandwidth.

National Preparedness Directorate (NPD)

The mission of the Federal Emergency Management Agency (FEMA) NPD is to strengthen national preparedness by enhancing the capacity of States, Territories, local agencies, Tribal governments, and the private sector to prevent, protect against, respond to, and recover from incidents of terrorism, natural disasters, and other emergencies through coordinated training, equipment acquisition, technical assistance, and support for State and local exercises. NPD was established in April 2007, when the functions of the Department of Homeland Security's Office of Grants and Training were transferred to FEMA.

NPD fulfills its mission by working directly with officials and responders from States, Territories, and local jurisdictions and conducting assessments of needs and capabilities to increase preparedness capabilities. The NPD oversees a number of grant programs including Homeland Security Grant Program (HSGP), the State Homeland Security Program (SHSP), the Urban Areas Security Initiative (UASI) program, the Law Enforcement Terrorism Prevention Program (LETPP), the Metropolitan Medical Response System (MMRS), the Citizen Corps Program (CCP), and Infrastructure Protection Program (IPP). Under a Memorandum of Understanding signed with the NTIA, NPD is responsible for the grant management and administration of grants made under the PSIC grant program.

NTIA

National Telecommunications and Information Administration: NTIA is the President's principal adviser on telecommunications and information policy issues, and in this role frequently works with other Executive Branch agencies to develop and present the Administration's position on these issues. The Deficit Reduction Act of 2005 directed the NTIA, in consultation with the Department of Homeland Security to establish and implement the PSIC grant program to assist public safety agencies in the acquisition of, deployment of, or training that advances interoperable communication systems.

Network Interconnect Technologies

Advanced connection methods which use some form of communications medium to interconnect the network components.

OEC

Office of Emergency Communications: The mission of the Department of Homeland Security's OEC is to support and promote the ability of emergency responders and government officials at all levels to continue to communicate in the event of natural disasters, acts of terrorism, or other man-made disasters, and to ensure, accelerate, and attain interoperable emergency communications nationwide. OEC manages the responsibilities of three critical interoperability programs from across DHS, including:

- SAFECOM (policy, outreach, and planning elements)
- Interoperable Communications Technical Assistance Program
- Integrated Wireless Network

Pass-Through Recipients

The SAA is responsible for obligating PSIC funds to eligible pass-through recipients, as well as for overseeing and monitoring the activity of these sub-recipients. A recipient must be a public safety agency that is a local or Tribal government entity or nongovernmental organization authorized by such entity, whose sole or principal purpose is to protect safety of life, health, or property.

Planning and Coordination

The PSIC Grant Program covers the planning and coordination with, acquisition of, deployment of, and training for the use of interoperable communications systems that use or enable interoperability with communications systems that can use the reallocated public safety spectrum in the 700 MHz frequency band for radio communication or otherwise improve or advance the interoperability of public safety communications systems that utilize other public safety spectrum bands. Planning and coordination require that adequate technical and financial planning, as well as coordination activities, occur to ensure that interoperable communications systems being acquired, deployed, or trained on meet the needs of public safety agencies.

Procurement

The action or process of acquiring or obtaining personnel, materiel, services, or property.

Radio Cache

Radio cache is a collection of radios stored in a common location (typically as reserve).

Requirements Traceability Matrix

Requirements Traceability Matrix is a table that correlates any two documents that require a many to many relationship to determine the completeness of the relationship. It is often used with high-level requirements and detailed requirements of the product to the matching parts of high-level design, detailed design, test plan, and test cases.

Routing

Routing is the process of selecting paths in a network along which to send data or physical traffic.

Satellite Radios

Satellite radios are a special digital radio that receives signals broadcast by a communications satellite. This allows the listener to follow a single channel no matter where he or she is because the signal's reach is not limited by station power (as long as there are no major obstructions, such as buildings, in the line of sight between the antenna and the satellite).

Software Defined Radio

A radio communication system which can tune to any frequency band and receive any modulation across a large frequency spectrum by means of programmable hardware which is controlled by software.

Special Conditions

States and Territories can access up to 5 percent of the grant funds for costs incurred since April 1, 2007 for Statewide Planning efforts to ensure that PSIC requirements are addressed in the Statewide Plans. Remaining funds (95 percent of non-planning funds) will be special conditioned until successful submission and technical review of a Statewide Communications Interoperability Plan and Investment Justifications.

Spectrum

Radio spectrum refers to the array of channels available for communications. Technically speaking, the “electromagnetic spectrum” (usually just *spectrum*) of an object is the frequency range of electromagnetic radiation with wavelengths from thousands of kilometers down to fractions of the size of an atom.

Spectrum Band

The frequency band of interest in the range of frequencies from Extremely Low Frequency (ELF) to Extremely High Frequency (EHF).

Spectrum Efficiency

For the purpose of the PSIC Grant Program, a spectrum-efficient solution is considered to be one which consumes the least amount of spectrum to accomplish the mission effectively within the budget, management plan, schedule, use and other constraints.

Stakeholders

A person or group that has an Investment, share, or interest in an Investment. Within the Investment Justification(s), applicants are responsible to include information regarding stakeholder involvement. The applicant’s description must demonstrate the public safety disciplines engaged in the development and implementation of Investment(s), to include, but not limited to, law enforcement, fire, emergency medical services, emergency managers, transportation, hospitals/public health, Tribal government entities, and authorized nongovernmental organizations.

Standards-based Technology

The use of a broad range of open, standards-based hardware and software technology. The use of standards-based technology provides the ability to incorporate new technologies as they become available.

State Administrative Agency (SAA)

PSIC grants will be awarded to the 56 States and Territories. The Governor of each State and Territory has designated an SAA, which can apply for and administer the funds under the PSIC Grant Program. The SAA is the only agency eligible to apply for PSIC funds. The SAA is responsible for the management and administration of all funds provided through this award and is accountable for all the deadlines, requirements, and limitations of this award. The SAA is responsible for obligating PSIC funds to eligible pass-through recipients, as well as for overseeing and monitoring the activity of these sub-recipients. To find the SAA for your State, please link to: http://www.ojp.usdoj.gov/odp/contact_state.htm

State Government / Local Government / Tribal Government / Authorized Nongovernmental Organization

To be eligible to receive PSIC funding assistance from the SAA, a public safety agency must be a State, local or Tribal government entity or authorized nongovernmental organization. These public safety agencies may include homeland security, law enforcement, fire, and emergency medical services, among others. For example, such State public safety agencies may include State Highway Patrols, State Health organizations, and State Departments of public safety. Authorized nongovernmental organizations may include for-profit ambulance services, volunteer fire fighters, and agencies that are responsible for responding to 911 calls, among others.

Statewide Communications Interoperability Plan (Statewide Plan)

The PSIC Grant Program leverages the requirement for States to develop, adopt, and submit Statewide Plans by November 1, 2007, which must address locally-driven interoperable communications capabilities among local and Tribal government entities, and authorized nongovernmental organizations. The development and adoption of a Statewide Plan is required by Section I.C.5 of the 2006 Homeland Security Grant Program Guidance and Application Kit. Statewide Plans must include the three statutory requirements of the PSIC Grant Program:

- Describe how public safety agencies will acquire, deploy, and train on communications systems that use – or enable interoperable communications with systems that use – the public safety spectrum in the 700 MHz frequency band;
- Describe how local and Tribal government entities' interoperable communications needs have been included in the planning process and how their needs are being addressed, if applicable; and
- Describe how authorized nongovernmental organizations' interoperable communications needs have been included in the planning process and how their needs are being addressed, if applicable.

Tactical Interoperable Communications Plan (TICP)

The TICP for an urban/metropolitan area identifies specific problems, needs, and barriers to communications among the area's agencies and disciplines. The plan identifies potential partners and their roles and responsibilities. It inventories the area's communications resources and details how those resources would be used to provide fast, on-scene, mission-critical voice

communications among all first-responder agencies. The plan must specify a level of communication appropriate for the incident and complies with the incident command system defined in the National Incident Management System (NIMS) model.

Technological Objectives

Public safety agencies need to be able to respond quickly to emergency situations regardless of their source or cause, particularly areas vulnerable to catastrophic natural disasters and areas at high risk for threats of terrorism. There are two technology objectives associated with the PSIC Grant Program:

- Adopt advanced technological solutions
- Improve spectrum efficiency
- Use cost-effective measures

Technological Solutions

Advanced technological solutions are fundamental to enhancement of interoperable communications.

The President's Spectrum Policy for the 21st Century

In May 2003, President George W. Bush signed an Executive Memorandum that established a Spectrum Policy Initiative, which identifies four objectives that required the Department of Commerce to prepare legislative and other recommendations to address. Those for objectives were: (a) foster economic growth; (b) ensure our national and homeland security; (c) maintain U.S. global leadership in communications technology development and services; and, (d) satisfy other vital U.S. needs in areas such as public safety, scientific research, Federal transportation infrastructure, and law enforcement. In June 2004, the Department of Commerce submitted two reports with a total of 24 recommendations in response to the Executive Memorandum.

Tier 1 Urban Areas

The Urban Area Security Initiative (UASI) is designed to set a strategic direction for the enhancement of regional response capability and capacity. UASI funds address the unique planning, equipment, training, and exercise needs of high threat, high density Urban Areas, and assist them in building an enhanced and sustainable capacity to prevent, protect against, respond to, and recover from acts of terrorism. Each year the Department of Homeland Security (DHS) changes which sites are considered dedicated UASIs based on relevant threat analysis. FY 2007 Tier 1 Urban Areas include: Bay Area (CA); Chicago Area (IL); Houston Area (TX); Los Angeles/Long Beach Area (CA); National Capital Region (DC); New York City/Northern New Jersey Area, including the New York City Area and Jersey City/Newark Area

Training

The PSIC Grant Program covers the planning and coordination with, acquisition of, deployment of, and training for the use of interoperable communications systems that use or enable interoperability with

communications systems that can use the reallocated public safety spectrum in the 700 MHz frequency band for radio communication or otherwise improve or advance the interoperability of public safety communications systems that utilize other public safety spectrum bands. Training requires that public safety agencies understand how to use the interoperable communications equipment, and that exercises and drills take place to validate the effectiveness of the communications system to ensure efficient and effective interoperable communications is in place. All training activities allowable with PSIC funds must directly relate to interoperable communications capabilities.

Trunked Radio System

The electronically controlled sharing of a relatively small number of communications channels among a relatively large number of users. It involves the use of access control schemes to share channel capacity among many users.

Urban/Metropolitan Area

Urban areas are those areas that were previously defined under the Urban Area Security Initiative (UASI). Metropolitan areas were not part of UASI, but were selected by each State to participate in the G&T Tactical Interoperable Communications Plan process. Recently, 75 urban and metropolitan areas worked to develop TICPs, tested the plans through exercises, and assessed the results through the development of After Action Reports and Tactical Interoperable Communications Scorecards. The PSIC Grant Program will continue to improve these plans and close identified gaps in order to address regional and Statewide communications goals.

Wide-band

Wide-band is a relative term used to describe a range of frequencies in a spectrum. A system is typically described as wideband if the message bandwidth significantly exceeds the channel's coherence bandwidth.