



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: James Reardon, Commissioner of Finance & Management
From: Nathan Lavery, Fiscal Analyst
Date: November 24, 2008
Subject: JFO #2349

No Joint Fiscal Committee member has requested that the following item be held for review:

JFO #2349 — \$242,875 grant from the U.S. Department of Homeland Security to the Department of Public Safety. These grant monies will be used for planning, training and exercise initiatives in order to Vermont's interoperable emergency communications capacity.

[JFO received 10/24/08]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since this item was submitted to the Joint Fiscal Committee, the Governor's approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Thomas Tremblay, Commissioner



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: October 24, 2008
Subject: Grant Request

Enclosed please find two (2) requests which the Joint Fiscal Office recently received from the Administration:

JFO #2348 — \$178,870 grant from the U.S. Department of Justice Bureau of Justice Assistance to the Vermont Criminal Justice Training Council. These grant funds will be used purchase a driver training simulator and, if monies remain available after the purchase, to contract with a vendor for driver training. Additionally, some funds will be used to provide law enforcement officers with advanced training in drug enforcement investigations.

[JFO received 10/24/08]

JFO #2349 — \$242,875 grant from the U.S. Department of Homeland Security to the Department of Public Safety. These grant monies will be used for planning, training and exercise initiatives in order to Vermont's interoperable emergency communications capacity.

[JFO received 10/24/08]

The Joint Fiscal Office has reviewed these submissions and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at 802/828-1488; nlavery@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you have questions or would like any item held for JFC review. Unless we hear from you to the contrary by November 7 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner
Linda Morse, Administrative Assistant
R. J. Elrick, Executive Director
Thomas Tremblay, Commissioner



State of Vermont
Department of Finance & Management
109 State Street, Pavilion Building
Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376
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**STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:	Grant from Homeland Security to support planning, training and practice to improve Vermont's interoperable emergency communication.		
Date:	October 7, 2008		
Department:	Department of Public safety		
Legal Title of Grant:	Interoperable Emergency Communications Grant Program		
Federal Catalog #:	97.001		
Grant/Donor Name and Address:	Dept of Homeland Security, Washington, D.C.		
Grant Period:	From:	To:	
	9/1/2008	8/31/2010	
Grant/Donation	\$242,875		
	SFY 1	SFY 2	SFY 3
Grant Amount:	\$95,031	\$126,100	\$21,744

Position Information:	# Positions	Explanation/Comments
	None	
Additional Comments:	Training programs are to be developed at the Vermont Police and Fire Academies for initial roll-out for all first responders (FR) then only for new FR thereafter. Public Safety is scheduled to receive an equivalent amount of funds in Federal Fiscal Year 2009 for same purpose which will extend program thru August 2012. D3 10-10-08	

Department of Finance & Management	<i>[Signature]</i> 10/14/08	(Initial)
Secretary of Administration	<i>[Signature]</i> 10/15/08	(Initial)
Sent To Joint Fiscal Office	10/24/08	Date

RECEIVED
OCT 24 2008
JOINT FISCAL OFFICE

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION				
1. Agency:				
2. Department:		Public Safety		
3. Program:		Homeland Security		
4. Legal Title of Grant:		Interoperable Emergency Communications Grant Program		
5. Federal Catalog #:		97.001		
6. Grant/Donor Name and Address: Dept. of Homeland Security, Preparedness Directorate Office of Grants & Training Washington, D.C. 20528				
7. Grant Period:		From: 9/1/2008	To:	8/31/2010
8. Purpose of Grant: This grant is intended for the use of planning, training, and exercise initiatives in order to improve interoperable emergency communications.				
9. Impact on existing program if grant is not Accepted: If this grant is not accepted, then Vermont would not be able to complete the build out of the VCOMM Lifeline. The Lifeline is a statewide interoperable radio communications platform that will allow all of Vermont's first responders and stakeholders the ability to communicate during critical and significant events.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2009	FY 2010	FY 2011	
Personal Services	\$88380	\$117840	\$19655	
Operating Expenses	\$3915	\$5220	\$865	
Grants	\$2736	\$3040	\$1224	
Total	\$95,031	\$126,100	\$21,744	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$95031	\$126100	\$21744	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$95,031	\$126,100	\$21,744	
Appropriation No:	2140071000	Amount:	\$242875	
			\$	
			\$	
			\$	
			\$	

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

		\$
		\$
	Total	\$242,875

PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding

Appointing Authority Name: Thomas R. Tremblay Agreed by: TR (initial)

12. Limited Service Position Information:	# Positions	Title
Total Positions		

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee Approval of this grant:	Signature: <u>Thomas R. Tremblay</u>	Date: <u>10/10/08</u>
	Title: <u>Commissioner</u>	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Check One Box: Accepted	<u>Thomas R. Tremblay</u> (Governor's signature)	<u>10/16/08</u>
<input type="checkbox"/> Rejected		Date:

15. SECRETARY OF ADMINISTRATION

<input type="checkbox"/> Check One Box: Request to JFO	<u>Ronda P. McCoy</u> (Secretary's signature or designee)	<u>10/15/08</u>
<input type="checkbox"/> Information to JFO		Date:

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

<input type="checkbox"/> Request Memo	<input type="checkbox"/> Request Memo
<input type="checkbox"/> Dept. project approval (if applicable)	<input type="checkbox"/> Dept. project approval (if applicable)
<input type="checkbox"/> Notice of Award	<input type="checkbox"/> Notice of Donation (if any)
<input type="checkbox"/> Grant Agreement	<input type="checkbox"/> Grant (Project) Timeline (if applicable)
<input type="checkbox"/> Grant Budget	<input type="checkbox"/> Request for Extension (if applicable)

End Form AA-1



Department of Homeland Security FEMA
Grant Programs Directorate

Grant

PAGE 1 OF 4

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Vermont Department of Public Safety 103 South Main Street Waterbury, VT 05671-2101		4. AWARD NUMBER: 2008-IO-T8-0041	
		5. PROJECT PERIOD: FROM 09/01/2008 TO 08/31/2010 BUDGET PERIOD: FROM 09/01/2008 TO 08/31/2010	
		6. AWARD DATE 09/16/2008	7. ACTION
1A. GRANTEE IRS/VENDOR NO. 036000274		8. SUPPLEMENT NUMBER 00	Initial
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE FY 2008 Interoperable Emergency Communications Grant Program		10. AMOUNT OF THIS AWARD \$ 242,875	
		11. TOTAL AWARD \$ 242,875	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under Consolidated Appropriations Act, 2008, P.L. No. 110-161			
15. METHOD OF PAYMENT PAPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING DHS OFFICIAL W. Ross Ashley, III Assistant Administrator, Grant Programs Directorate		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Thomas Tremblay Commissioner	
17. SIGNATURE OF APPROVING DHS OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 9/19/08
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT 8 T IO 25 00 00 242875		21. IO08V40022	



Department of Homeland Security
FEMA
Grant Programs Directorate

**AWARD CONTINUATION
SHEET
Grant**

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PROJECT NUMBER 2008-IO-T8-0041

AWARD DATE 09/16/2008

SPECIAL CONDITIONS

1. The grantee and any subgrantee shall comply with all applicable laws, regulations and program guidance. A non-exclusive list of regulations commonly applicable to DHS grants are listed below, including the guidance:
 - A. Administrative Requirements
 - 1) OMB Circular A-102, State and Local Governments (10/07/94, amended 08/29/07) (44CFR Part 13)
 - 2) OMB Circular A-110, Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (11/19/93, amended 09/30/99) (2 CFR Part 215)
 - B. Cost Principles
 - 1) OMB Circular A-87, State and Local Governments (05/10/04)
 - 2) OMB Circular A-21, Educational Institutions (5/10/04)
 - 3) OMB Circular A-122, Non-Profit Organizations (5/10/04)
 - C. Audit Requirements
 - 1) OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations (6/24/97, includes revisions published in the Federal Register 6/27/03)
2. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of GPD.
3. The grantee and subgrantee must comply with FEMA's codified regulation 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
4. The grantee and subgrantee must comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit requirements.
5. When implementing GPD-funded activities, the recipient must comply with all federal civil rights laws, to include Title VI of the Civil Rights Act, as amended.
6. The recipient acknowledges that GPD reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for Federal government purposes: (a) the copyright in any work developed under an award or sub-award; and (2) any rights of copyright to which a recipient or sub-recipient purchases ownership with Federal support. The recipient agrees to consult with GPD regarding the allocation of any patent rights that arise from, or are purchased with, this funding.
7. The recipient agrees that all publications created with funding under this grant shall prominently contain the following statement: "This document was prepared under a grant from FEMA's Grant Programs Directorate, U.S. Department of Homeland Security. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA's Grant Programs Directorate or the U.S. Department of Homeland Security." The recipient also agrees that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security."



Department of Homeland Security
FEMA
Grant Programs Directorate

**AWARD CONTINUATION
SHEET**
Grant

PAGE 3 OF 4

PROJECT NUMBER 2008-IO-78-0041

AWARD DATE 09/16/2008

SPECIAL CONDITIONS

8. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this agreement.
9. The recipient agrees that federal funds under this award will be used to supplement, but not supplant, state or local funds for the same purposes.
10. The recipient agrees to submit quarterly financial reports on Standard Form SF 269A. These reports will be submitted within 30 days after the end of the calendar quarter, with a final report due 90 days following the end of the award period. The report shall be submitted in the Payment and Reporting System (PARS).

In accordance with Treasury regulations at 31 CFR Part 205, the Grantee shall maintain procedures to minimize the time elapsing between the transfer of funds and the disbursement of said funds. See 44 CFR, Part 13.21(i) regarding payment of interest earned on advances.

11. To the extent that recipients of a grant use contractors or subcontractors, such recipients shall use small, minority, women-owned or disadvantaged business concerns and contractors or subcontractors to the extent practicable.
12. As required by 2 CFR 215.25, the recipient shall notify GPD's program office of developments that have a significant impact on award-supported activities, including changes in key project staff. If key project staff has not been designated in the recipient's approved application, recipient must request approval prior to hiring.
13. Construction related activities are not permitted with funding from the FY 2008 Interoperable Emergency Communications Grant Program (IEGCP).

The recipient shall comply with all applicable Federal, State, and local environmental and historic preservation (EHP) requirements and shall provide any information requested by FEMA to ensure compliance with applicable laws including: National Environmental Policy Act, National Historic Preservation Act, Endangered Species Act, and Executive Orders on Floodplains (11988), Wetlands (11990) and Environmental Justice (12898). Failure of the recipient to meet Federal, State, and local EHP requirements and obtain applicable permits may jeopardize Federal funding. Recipient shall not undertake any project having the potential to impact EHP resources without the prior approval of FEMA, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings that are 50 years old or greater. Recipient must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, the recipient must ensure monitoring of ground disturbance and if any potential archeological resources are discovered, the recipient will immediately cease construction in that area and notify FEMA and the appropriate State Historic Preservation Office. Any construction activities that have been initiated prior to the full environmental and historic preservation review will result in a non-compliance finding.

14. The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2008 Interoperable Emergency Communications Grant Program (IEGCP) Guidance and Application Kit. Allocations and use of grant funding must support the goals and objectives included in the State and/or Urban Area Homeland Security Strategies. Allocations and use of grant funding must also support the projects identified in the FY 2008 IECGP application.



Department of Homeland Security
FEMA
Grant Programs Directorate

**AWARD CONTINUATION
SHEET**
Grant

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PROJECT NUMBER 2008-IO-T8-0041

AWARD DATE 09/16/2008

SPECIAL CONDITIONS

15. The recipient must submit to GPD within 45 days of the grant award through the Initial Strategy Implementation Plan the funding to be allocated per project based upon the final grant award amounts and a certification that funds have been obligated to local units of government (to include the identification of sub-grantees and sub-award amounts). Failure to provide this information within 45 days may result in GPD withholding grant funds from further draw down. The recipient thereafter must update and submit this information to GPD on a semi-annual basis.



VERMONT HOMELAND SECURITY UNIT

INTEROPERABLE EMERGENCY COMMUNICATIONS GRANT PROGRAM FISCAL YEAR 2008

PORTFOLIO NARRATIVE

Overview of Vermont's Risk Profile:

Vermont is a small rural New England state sharing an international border with Canada. Vermont's population is approximately 624,000 residents. Tourism is the main industry in Vermont bringing 13.4 million visitors to the state during 2005. Floods, fire and extreme weather are the highest risk hazards Vermont faces, according to Vermont's latest Hazards Inventory and Risk Assessment. There are no tribal entities or County government in Vermont.

The terrain along the border varies from gently rolling hills, farm and pasturelands, rivers and swamps to densely wooded forests and steep mountains. During the winter months, heavy snowfall can make a portion of the border region inaccessible. The two major lakes can freeze during winter months, making them accessible by foot, ATV, snowmobile or other means and thus potentially exploited by criminals. The resident population along the international border is sparse. The porosity of the border and the known existence of criminal organizations (to include terrorist cells) within two hours of the Vermont/Canadian border make it an ideal staging ground to plan crimes against and/or enter the US.

Overview of Vermont's Interoperable Emergency Communications Priorities and Needs:

Section 1.5 Significant Challenges (page 10) of Vermont's SCIP identifies funding for the build-out of the Lifeline System as the largest challenge to achieving interoperable communications in the state. To address this challenge VCOMM is combining multiple fiscal year HSGP allocations, the Public Safety Interoperable Communications Grant allocation and Coast Guard Grant funding provided through the Vermont State Police in support of interoperable communications along Vermont's international bodies of water. VCOMM will continue to utilize existing financial sources and seek creative ways to sustain the Lifeline through partnerships with private industry, local user fees and state funding.

Another challenge identified in the SCIP (page 10) is FCC coordination with Canada for the purposes of obtaining frequency licenses. Over the past year and a half Vermont has submitted and re-submitted applications with modifications to the FCC for the licensing of the sites to be used for the VCOMM Lifeline. Industry Canada has repeatedly rejected Vermont's applications due to potentially harmful interference to Canadian communication licensees. The national calling channels were established within the United States for public safety use; however, Canada does not establish blocks of frequencies for public safety.

As a result of coordinated efforts by all parties, a meeting was recently held to include representatives from Industry Canada, the FCC and VCOMM as well as VCOMM's Frequency Coordinator and Vermont's Congressional Delegation. During the meeting Industry Canada agreed to on-air testing of the frequencies VCOMM plans to use for the Lifeline as a way to decrease application processing times. The on-air testing will determine what specific sites can be used for the VCOMM Lifeline.

Once these sites are identified, VCOMM will be able to move forward with the RFP process for the build-out of the Lifeline System. The requested FY 2008 IECGP planning funds will allow for the NEPA studies, engineering reports, site feasibility studies, communications equipment inventories and channel assessments that must be completed prior to the construction phase of the project.

Section 7.1, pages 33 -35 of Vermont's SCIP, discusses the Statewide Training and Exercise Program, specifically addressing VCOMM's goal to provide basic level and in-service training on the use of the Lifeline System. In direct alignment with Vermont's SCIP, VCOMM is working with both of Vermont's Public Safety Academies, as well as the Vermont State Police Office of Professional Development, to provide basic level and in-service training on the use of VCOMM Lifeline System and interoperable communications protocols. The priorities for training continue to be communications operability, interoperability and continuity of communications as outlined in the National Emergency Communications Plan (NECP). Each Academy will provide standard operation procedural training on the proper usage of the Lifeline System.

Dispatchers will also receive training on all new systems within Vermont's Public Safety Answering Points (PSAP). As part of the plan for ensuring regular usage, once communication upgrades at each PSAP are completed the PSAP Administrator will establish a schedule, as part of the standard operating procedures, for regular testing of the national frequencies, command and control equipment and protocols that are a part of the Lifeline System.

NIMS training and compliance have been and continue to be a priority for Vermont. As outlined in the SCIP as well as one of the objectives of the NECP, the need to establish and provide a NIMS Communications Unit Leader (COML) course is critical for continuity of command and interoperable communications during significant and critical incidents. Vermont will address this need by offering COML training through its Public Safety Academies.

The only communications training related recommendation in Vermont's TICP AAR was to hold Communications Unit Leader training for command staff. This training will assist command staff with identifying a Communications Unit Leader early in an incident, and providing that person with clear instructions.

Section 7.1, pages 33 -35 of Vermont's SCIP, discusses the Statewide Training and Exercise Program and outlines the state's exercise goals to:

1. Prevent or limit loss of life or property to Vermont communities by increasing preparedness.
2. Reduce Vermont's vulnerability to all-hazard emergencies.
3. Minimize the damage and recover from any all-hazard emergencies that do occur.

The objective of the exercise component of this application is to design, conduct and evaluate one HSEEP compliant communications-specific workshop, tabletop and drill in each of

Vermont's four Public Safety Districts. This objective will support the exercise goals outlined in Vermont's SCIP through the use and evaluation of existing communications solutions and protocols. All exercises coordinated and funded through the Vermont Communications (VCOMM) Board and the Vermont Homeland Security Unit (VTHSU) are based upon the guidance provided through HSEEP.

Improving communications is one of the state's highest priorities. In the past three years, emergency response communications has improved dramatically through the adoption of national calling and tactical channels and ensuring access by all first responders to those channels. Continued planning, training and exercising of the communication infrastructure will assist in the development of Vermont's overall interoperable communications capabilities.

Relationship to Priority Groups 1 and 2:

Leadership and Governance – Please refer to the Overview of the Governance Structure below.

Common Planning and Operational Protocols and Emergency Responder Skills and Capabilities - Funding under this program will be utilized to enhance interoperable communications planning efforts that will assist with the build-out of Vermont's interoperable communications Lifeline System (further defined in the template), as well as Communications Unit Leader training for Command Staff and the Incident Dispatch Team, Standard Operating Procedures training for local first responders and conducting interoperable communications workshops, tabletop exercises and drills in each of Vermont's four Public Safety Districts.

Overview of the Governance Structure:

The State of Vermont Communications Study Group (CSG) inceptioned in 2004. Based on SAFECOM guidance, the CSG reorganized into the Vermont Communications (VCOMM) Board and established Steering (oversight), Operational, Institutional (Governance) and Technical Committees. VCOMM was established by Executive Order on June 5, 2006. VCOMM's mission is to assess Vermont's overall interoperable communications capabilities, policies and needs; to advise on strategies to create an interoperable, accessible radio system for police, fire and emergency service responders that links local, state and federal agencies in Vermont as well as international and regional agencies in Canada and our neighboring states and to meet the following mandates from the Federal government:

DHS: By the end of September 2007 each state must develop and adopt a statewide communications interoperability plan. The first priority of Federal funding for improving public safety communications is to provide basic, operable communications within a department with safety as the overriding consideration.

FCC Mandate: For Public Safety Radio Pool licensees operating PLMR services in the same bands, we also establish a January 1, 2013 deadline for migration to 12.5 kHz technology, or a technology that achieves the narrowband equivalent of one channel per 12.5 kHz of channel bandwidth (voice) or 4800 bits per second per 6.25 kHz (data) if the bandwidth for transmissions specified in the modification application is greater than 12.5 kHz.

Adhering to VCOMM's Mission Statement, the VCOMM Steering Committee, a multi-jurisdictional, multi-disciplinary oversight Committee, has been tasked with prioritizing, reviewing and selecting all interoperable communications projects that will advance stakeholder's communications needs.

VCOMM will work with the Vermont Public Safety Academies through the Vermont Homeland Security Unit to incorporate standardized interoperable communications protocols (SOPs) on the use of Vermont's Lifeline System into basic level and in-service training courses. VCOMM will also work with the Public Safety Academies on incorporating Communications Unit Leader (COML) training into the Public Safety Academies training program. The Academies are responsible for all NIMS/ICS training and are required to submit quarterly progress reports to the Vermont Homeland Security Unit for the purposes of tracking training progress.

VCOMM will work with the VTHSU Exercise staff on a communications-specific exercise program. The VTHSU Exercise staff will be responsible for designing and conducting the HSEEP compliant communications-specific exercises outlined in this Project.

The methodology used for prioritizing the FY 2008 IECGP projects involved a review the planning, training and exercise components of the VCOMM Lifeline, the State Homeland Security Strategy, the FY 2008 Capabilities Assessment, the Vermont SCIP, the TICP AAR and the SAFECOM Scorecard. Funds used under this program will address the gaps and needs identified in these areas.

Summary of Agencies Involved in IECGP Initiatives:

The Vermont Communications Board (VCOMM) is responsible for all activities relating to statewide interoperable communications coordination. VCOMM is a multi-jurisdictional, multi-disciplinary and intergovernmental Board. As such, local, state and federal stakeholders will participate and benefit from the planning, training and exercise programs under the IECGP.

The Planning Project will be coordinated by the VCOMM Steering Committee and the Vermont Homeland Security Unit. VCOMM and the Vermont Homeland Security Unit (VTHSU) will design Request For Proposals (RFP) to contract for the following planning activities: NEPA studies, engineering reports, site feasibility studies, communications equipment inventory and channel assessments. VCOMM and VTHSU will also post, receive and review Proposals and approve contracts to vendors and monitor the progress of contracts. These planning initiatives are a critical component of the build-out of the Lifeline System. Once complete, the Lifeline System will be utilized by Vermont's first responders and stakeholders.

Training will be offered to Vermont's first responders and stakeholders through Vermont's two Public Safety Academies. These Academies are required to provide quarterly progress reports, including number of people trained, to the Vermont Homeland Security Unit.

The exercise program will follow HSEEP guidelines and will be managed by VTHSU Exercise Planners. Vermont first responders and stakeholders will participate in the communications-specific workshops, tabletops and drills in each of Vermont's four Public Safety Districts.

Summary of Plans, Training and Exercises:

The results of the NEPA studies, engineering reports, site feasibility studies, communications equipment inventories and channel assessments will be used in the creation of the Lifeline System RFP, the modification of strategies and the updating of the SCIP.

Vermont will design, conduct and evaluate one communications-specific workshop, tabletop and drill in each of the state's four Public Safety Districts for a total of twelve exercises. It is estimated that 25 people will participate per workshop, 40 per tabletop and 70 per drill.

Feedback on lessons learned, needs identified and best practices from the After-Action Reports will be used to identify further training needs of Vermont's first responders and stakeholders.

Over 100 public safety professionals will receive training during this grant performance period. Each Academy will be required to provide quarterly status updates that will assist with measuring the impact of this project.

IECGP PORTFOLIO BUDGET

The pass through requirement will be met through MOUs between the SAA and VCOMM for each project identified in this application. VCOMM has multi-jurisdictional, multi-disciplinary and intergovernmental representation.

The Vermont Homeland Security Unit will be responsible for the Management and Administration of this program. VTHSU will maintain 3% of the award (\$7,200).

Training:

This funding will be used to provide training on interoperable communications solutions and protocols as a component of basic level and in-service training for first responders, stakeholders and emergency communications dispatchers. This training will be provided through Vermont's existing Public Safety Academies. Training expenditures will be \$20,000 per Academy.

Exercise:

The exercise project of this application will be managed by the Vermont Homeland Security Exercise Planners. The Planners have estimated, based on actual costs of past exercises of similar scope and size, that the exercise program development for each Public Safety District will cost \$5,000, with total projected exercise costs being \$20,000.

*VT has 2 academics,
so \$40K total. NL*

Planning:

Five short-term contract positions are identified in this Project. The planning funds will support all activities associated with the NEPA studies, engineering reports, site feasibility studies, communications equipment inventories and channel assessments. It is expected that the combined total cost of these contracts will not exceed \$175,675.

FY 2008 IECGP, Project #1 - Training

IECGP Objective (not to exceed a ½ page):

Vermont realizes that regular and consistent training provided on emergency communications solutions allows emergency service providers to more effectively use communications systems during major incidents. The objective of Project #1 is to incorporate standardized interoperable communications protocols (SOPs) on the use of Vermont's Lifeline System into basic level and in-service training courses offered through Vermont's two Public Safety Academies (Fire and Police). The Lifeline System is the statewide interoperable radio communications system that utilizes national calling and tactical channels to form an interoperable radio communications platform. The Lifeline System is not designed for single agency, routine use. It is an enhancement to allow all first responders, regardless of jurisdiction or discipline, the ability for complete statewide interoperability and eventually regional interoperability in future phases of the project. This project will specifically address the following gaps:

- Communications Unit Leader Training
- Standard Operating Procedure Training

Vermont will provide in-service training and a NIMS compliant Communication Unit Leader (COML) course for emergency communications dispatchers as well as basic certification programs and in-service training for Vermont's first responders.

The outcome of this project will be that first responders located within each of Vermont's four Public Safety Districts will be trained at the basic level on the usage of approved interoperable communications frequencies within Vermont's Lifeline System.

Alignment to IECGP Priority Groups:

Please select the Priority Group and Objective(s) to which this project aligns:

- Priority Group 1, Leadership and Governance.**
 Establishment of formal interoperable emergency communications governance structures.

Or:

- Priority Group 2, Common Planning and Operational Protocols and Emergency Responder Skills and Capabilities.**
 Establishment of common planning and operational protocols;
 Enhancement of emergency responder skills and capabilities through training and exercises.

.....
For State/Territory-level Projects Only:

Per the FY 2008 IECGP funding objectives, State and Territory level applicants are expected to prioritize Priority 1 Group objectives over Priority Group 2. Applicants must answer the following questions about Priority Group 1, Leadership and Governance. If applicants are unable to check all of the following boxes, it is expected that FY 2008 IECGP funds be directed to meet these minimum expectations prior to choosing Priority Group 2 projects.

- The State or Territory has a formal statewide interoperable emergency communications governance committee, consistent with the FY 2007 Statewide Planning Criteria, which has:
 representation from each public safety discipline;
 representation across each level of government: Federal, State, local, and tribal (if

- applicable);
- X representation from each region within the State or Territory (as applicable, and/or defined in the SCIP);
- X executive or legislative authority and a formal charter.

Please also verify the following:

- The State or Territory has hired a full-time statewide interoperability coordinator with sufficient capabilities/resources (e.g., project management, technical expertise) to effectively execute his/her mission, consistent with the FY 2007 Statewide Planning Criteria.

If not, please provide an explanation of why and how the State or Territory intends on ensuring SCIP implementation efforts are effectively coordinated statewide.

Vermont does not have a full-time statewide planning coordinator. The Vermont Communications (VCOMM) Steering Committee is responsible for all activities relating to statewide interoperable communications coordination including the implementation of the SCIP and aligning the SCIP to the NECP. The Steering Committee is comprised of the VCOMM Chair – representing the Vermont Police Chiefs’ Association, two Co-Chairs – representing the Vermont Sheriffs’ Association and Vermont’s Criminal Justice Services, the Operational Committee Chair – representing the Vermont National Guard, the Institutional Committee Chair – representing local law enforcement, the Technical Committee Chair – representing the Vermont State Firefighter’s Association and a Vermont Homeland Security Unit Liaison to VCOMM. Lieutenant Michael J. Manning is the Vermont Homeland Security Unit Liaison to VCOMM and is the primary point of contact for interoperable communications coordination.

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Alignment to SCIP Goals, Objectives, and/or Initiatives (not to exceed 1 page):

Section 7.1, pages 33 -35 of Vermont's SCIP, discusses the Statewide Training and Exercise Program, specifically addressing VCOMM's goal to provide basic level and in-service training on the use of the Lifeline System. In direct alignment with Vermont's SCIP, VCOMM is working with both of Vermont's Public Safety Academies, as well as the Vermont State Police Office of Professional Development, to provide basic level and in-service training on the use of VCOMM Lifeline System and interoperable communications protocols. The priorities for training continue to be communications operability, interoperability and continuity of communications as outlined in the National Emergency Communications Plan (NECP). Each Academy will provide standard operation procedural training on the proper usage of the Lifeline System.

Dispatchers will also receive training on all new systems within Vermont's Public Safety Answering Points (PSAP). As part of the plan for ensuring regular usage, once communication upgrades at each PSAP are completed the PSAP Administrator will establish a schedule, as part of the standard operating procedures, for regular testing of the national frequencies, command and control equipment and protocols that are a part of the Lifeline System.

Training is announced through the Academies web sites. Outreach and user information are provided through the VCOMM web site.

NIMS training and compliance have been and continue to be a priority for Vermont. As outlined in the SCIP as well as one of the objectives of the NECP, the need to establish and provide a NIMS Communications Unit Leader (COML) course is critical for continuity of command and interoperable communications during significant and critical incidents. Vermont will address this need by offering COML training through its Public Safety Academies.

Alignment to TICP AAR, or other Assessment/Tool (not to exceed a ½ page):

The only communications training related recommendation in Vermont's TICP AAR was to hold additional training for command staff on the purpose and importance of identifying a COML early in an incident, and providing that person with clear instructions. As a result of this recommendation, COML training will be provided to the Critical Incident Dispatch Team and the Vermont State Police Command Staff as well as Emergency Communications Dispatchers. This project will ensure that this training is available not only for Command and Incident Dispatch staff, but others who may be part of Incident Command.

Vermont received one SAFECOM Scorecard recommendation relating to this project. The recommendation was to initiate basic and advanced training and exercises on SOPs (include communications unit implementation consistent with the TICP) to ensure that all participating first responder agencies attain and maintain NIMS/ICS compliance. Through this proposed project, Vermont will address the training component by offering basic level and in-service training that includes the use of standardized interoperable communications protocols (SOPs) on the use of Vermont's Lifeline System and a NIMS compliant Communication Unit Leader (COML) course to Vermont's first responders, stakeholders and emergency communications

dispatchers.

Governance *(not to exceed a ½ page):*

The Vermont Communications (VCOMM) board was established through Executive Order to identify, develop and implement a statewide interoperable communications network. VCOMM is made up of multi-jurisdictional, multi-disciplinary representatives from Vermont's first responder communities as well as state and federal stakeholders.

The Chair of the VCOMM Board will update the Commissioner of the Department of Public Safety (SAA) on the progress of the statewide communications project. VCOMM reports to the Commissioner of Public Safety (SAA) who has the responsibility by statute to brief the Governor's Office and the Legislative Oversight Committees on the progress of the project.

In alignment with the SAFECOM guidance, three sub-committees were established as follows: Technical Committee, Operational Committee and an Institutional Committee. In addition to these three sub-committees, a Steering Committee has been created to provide broad oversight of the project to ensure that all sub-committees are working towards a common goal. The Steering Committee is also responsible for budgetary oversight and working with other members of state and municipal government for the coordination of all plans and activities that are directly related to interoperable communications.

VCOMM will work with the Vermont Public Safety Academies through the Vermont Homeland Security Unit to incorporate standardized interoperable communications protocols (SOPs) on the use of Vermont's Lifeline System into basic level and in-service training courses. VCOMM will also work with the Public Safety Academies on incorporating Communications Unit Leader (COML) training into the Public Safety Academies training program. The Academies are responsible for all NIMS/ICS training and are required to submit quarterly progress reports to the Vermont Homeland Security Unit for the purposes of tracking training progress.

Performance Measure(s) and Basis of Evaluation *(not to exceed a ½ page):*

During the grant period of performance, Vermont will incorporate interoperable communications protocols into basic level and in-service training courses through Vermont's Public Safety Academies. A minimum of four basic level training courses will be conducted through Vermont's Police and Fire Academies for first responders and stakeholders. In-service training for emergency communications dispatchers will be provided along with a NIMS compliant Communications Unit Leader (COML) course. Over 100 public safety professionals will receive training during this grant performance period. Each Academy will be required to provide quarterly status updates that will assist with measuring the impact of this project.

Milestones *(not to exceed a ½ page):*

Milestone #1: Start: September 1, 2008 End: January 1, 2009

Incorporate interoperable communications protocols into basic level and in-service training courses through Vermont's Public Safety Academies.

Milestone #2: Start: January 1, 2009 End: July 31, 2010

Provide NIMS compliant Communication Unit Leader courses along with basic and in-service level training on interoperable communications protocols to Vermont's first responders, stakeholders and emergency communications dispatchers.

Challenges/Risks *(not to exceed a ½ page):*

One potential challenge to this project will be the identification of qualified people able to attend the Communications Unit Leader (COML) training.

Budget *(not to exceed 1 page):*

This project will only address the training component of this application. The pass through requirement will be met through an MOU between the SAA and VCOMM and funding will be provided to Vermont's Public Safety Academies for the purposes of interoperable communications training. VCOMM has multi-jurisdictional, multi-disciplinary and intergovernmental representation.

This funding will be used to provide training on interoperable communications solutions and protocols as a component of basic level and in-service training for first responders, stakeholders and emergency communications dispatchers. This training will be provided through Vermont's existing Public Safety Academies and authorized training providers.

Vermont has made training in NIMS and ICS a priority for all first responders. An understanding of NIMS command and management by objectives concepts and principals is crucial in the success of incident management. A portion of this funding will be used to provide NIMS certified Communications Unit Leader training.

All SOPs are NIMS compliant and incorporate standardization such as the use of plain language.

It is expected that costs incurred with this project will be \$40,000. This dollar amount was estimated based on the average cost of providing basic level and in-service training through Vermont's two Public Safety Academies in a two-year period. The \$40,000 requested for the training component of this application represents 20% of this total cost.

<p>1st Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>Milestone #1 seeks to incorporate interoperable communications protocols into basic level and in-service training courses through Vermont's Public Safety Academies. The outcome of this milestone will be to allow for standardized training for all of Vermont's first responders, stakeholders and emergency communications dispatchers.</p>
<p>2nd Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>Milestone #2 seeks to provide NIMS compliant Communications Unit Leader courses and basic and in-service level training on interoperable communications protocols to Vermont's first responders, stakeholders and emergency communications dispatchers. This training will result in improved interoperable communications applications and procedures during critical and significant incidents.</p>
<p>3rd Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>Milestone #2 seeks to provide NIMS compliant Communications Unit Leader courses and basic and in-service level training on interoperable communications protocols to Vermont's first responders, stakeholders and emergency communications dispatchers. This training will result in improved interoperable communications applications and procedures during critical and significant incidents.</p>
<p>4th Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>Milestone #2 seeks to provide NIMS compliant Communications Unit Leader courses and basic and in-service level training on interoperable communications protocols to Vermont's first responders, stakeholders and emergency communications dispatchers. This training will result in improved interoperable communications applications and procedures during critical and significant incidents.</p>

FY 2008 IECGP, Project #2 - Exercises

IECGP Objective *(not to exceed a ½ page):*

The objective of this project will be to design, conduct and evaluate one Homeland Security Exercise & Evaluation Program (HSEEP) compliant communications-specific workshop, tabletop and drill in each of Vermont's four Public Safety Districts. These exercises will focus on the use of existing interoperable communications solutions and standard operating protocols. Vermont will continue to utilize an exercise building block methodology that has had a history of

success. Interoperable communications exercise programs tailored to each region will be developed through this methodology which ensures a consistent delivery method. This project will address the preparedness level of first responders and will identify interoperable communications challenges, needs and areas for improvement. This proposed exercise program allows for a logical progression of communications preparedness by increasing the size, complexity and stress factor over time, while allowing for significant learning opportunities that compliment, build upon and directly lead into one another effectively. Furthermore, this exercise program will lead to the enhancement of knowledge, skills and abilities across all disciplines, jurisdictions and all levels of government.

Alignment to IECGP Priority Groups:

Please select the Priority Group and Objective(s) to which this project aligns:

- Priority Group 1, Leadership and Governance.**
 - Establishment of formal interoperable emergency communications governance structures.

Or:

- Priority Group 2, Common Planning and Operational Protocols and Emergency Responder Skills and Capabilities.**
 - Establishment of common planning and operational protocols;
 - Enhancement of emergency responder skills and capabilities through training and exercises.

For State/Territory-level Projects Only:

Per the FY 2008 IECGP funding objectives, State and Territory level applicants are expected to prioritize Priority 1 Group objectives over Priority Group 2. Applicants must answer the following questions about Priority Group 1, Leadership and Governance. If applicants are unable to check all of the following boxes, it is expected that FY 2008 IECGP funds be directed to meet these minimum expectations prior to choosing Priority Group 2 projects.

- The State or Territory has a formal statewide interoperable emergency communications governance committee, consistent with the FY 2007 Statewide Planning Criteria, which has:
 - representation from each public safety discipline;
 - representation across each level of government: Federal, State, local, and tribal (if applicable);
 - representation from each region within the State or Territory (as applicable, and/or defined in the SCIP);
 - executive or legislative authority and a formal charter.

Please also verify the following:

- The State or Territory has hired a full-time statewide interoperability coordinator with sufficient capabilities/resources (e.g., project management, technical expertise) to effectively execute his/her mission, consistent with the FY 2007 Statewide Planning Criteria.

If not, please provide an explanation of why and how the State or Territory intends on ensuring SCIP implementation efforts are effectively coordinated statewide.

The Vermont Communications (VCOMM) Steering Committee is responsible for all activities related statewide interoperable communications coordination including the implementation of the SCIP and aligning the SCIP to the NECP. The Steering Committee is comprised of the VCOMM Chair – representing the Vermont Police Chiefs’ Association, two Co-Chairs – representing the Vermont Sheriffs’ Association and Vermont’s Criminal Justice Services, the

Operational Committee Chair – representing the Vermont National Guard, the Institutional Committee Chair – representing local law enforcement, the Technical Committee Chair – representing the Vermont State Firefighter’s Association and a Vermont Homeland Security Unit Liaison to VCOMM. Lieutenant Michael J. Manning, the Vermont Homeland Security Unit Liaison to VCOMM, is the primary point of contact for interoperable communications coordination.

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Alignment to SCIP Goals, Objectives, and/or Initiatives (not to exceed 1 page):

The overall goal of Vermont’s SCIP is to build a two-way radio system and mobile data network that will be offered to all public safety emergency service providers (ESP) allowing for effective communication throughout the state. Section 7.1, pages 33 -35 of Vermont’s SCIP, discusses the Statewide Training and Exercise Program and outlines the state’s exercise goals to:

1. Prevent or limit loss of life or property to Vermont communities by increasing preparedness.
2. Reduce Vermont’s vulnerability to all-hazard emergencies.
3. Minimize the damage and recover from any all-hazard emergencies that do occur.

The objective of this project is to design, conduct and evaluate one HSEEP compliant communications-specific workshop, tabletop and drill in each of Vermont’s four Public Safety Districts. This objective will support the exercise goals outlined in Vermont’s SCIP through the use and evaluation of existing communications solutions and protocols. All exercises coordinated and funded through the Vermont Communications (VCOMM) Board and the Vermont Homeland Security Unit (VTHSU) are based upon the guidance provided through HSEEP.

Vermont has directly integrated its efforts within the national homeland security community by adopting similar overarching goals for the state, and refining objectives to improve domestic preparedness activities. Additionally, by participating in the national framework approach, Vermont is able to maximize opportunities to share best practices and lessons learned with communities of interest throughout the United States. One of the ways in which Vermont will accomplish its goal of preventing or limiting loss of life or property within the state will be to enhance and exercise communications and equipment to include:

- State Public Safety
- Critical Incident Dispatch
- Mobile Command Post
- Cellular/mobile phones
- Landline/telephone

Vermont’s jurisdictions possess different levels of preparedness regarding all-hazard prevention, response and recovery capabilities. In alignment with DHS and Vermont SCIP approach to

exercising, the exercise building block approach will be used to ensure the successful progression in exercise design, complexity and execution allowing for the appropriate training and preparation to take place in the communities participating in the exercise programs.

Alignment to TICP AAR, or other Assessment/Tool *(not to exceed a ½ page):*

Vermont's TICP AAR noted the following recommendations:

- The need to initiate basic and advanced training and exercises on SOPs (include communications unit implementation consistent with the TICP) to ensure that all participating first responder agencies attain and maintain NIMS/ICS compliance.
- Regularly test and exercise deployment of all applicable regional interoperability resources, including gateways and shared channels, to improve proficiency.
- Consider adding communications interoperability as a component of all future exercises.

The goal of Project #2 – Exercises is to design, conduct and evaluate a total of 12 HSEEP compliant communications-specific exercises across Vermont. These exercises will use existing Standard Operating Procedures for the use of the national calling and tactical channels and existing equipment and infrastructure that is part of the Lifeline System. First responders have had and will continue to receive NIMS/ICS training as part of Vermont's enduring efforts to maintain NIMS compliance. The exercises will provide first responders with a means to practically implement and maintain training and become more familiarized with the Standard Operating Procedures.

Dispatchers will receive training on all new systems within Vermont's Public Safety Answering Points (PSAP). As part of the plan for ensuring regular usage, once communication upgrades at each PSAP are completed the PSAP Administrator will establish a schedule, as part of the standard operating procedures, for regular exercising of the national frequencies, command and control equipment and protocols that are a part of the Lifeline System.

Vermont's SCIP discusses the state's actions for addressing the recommendation to add communications interoperability as a component of all future exercises. Localized training and exercising conducted through individual departments are encouraged to use the national calling and tactical channels. An objective of the VTHSU funded exercises will be to discuss and/or utilize the national calling and tactical channels. The twelve exercises proposed for this project are in addition to these efforts that are already currently underway.

Governance *(not to exceed a ½ page):*

The Vermont Communications (VCOMM) board was established through Executive Order to identify, develop and implement a statewide interoperable communications network. VCOMM is made up of multi-jurisdictional, multi-disciplinary representatives from Vermont's first responder communities as well as state and federal stakeholders.

The Chair of the VCOMM Board will update the Commissioner of the Department of Public Safety (SAA) on the progress of the statewide communications project. VCOMM reports to the

Commissioner of Public Safety (SAA) who has the responsibility by statute to brief the Governor's Office and the Legislative Oversight Committees on the progress of the project.

In alignment with the SAFECOM guidance, three sub-committees were established as follows: Technical Committee, Operational Committee and an Institutional Committee. In addition to these three sub-committees, a Steering Committee has been created to provide broad oversight of the project to ensure that all sub-committees are working towards a common goal. The Steering Committee is also responsible for budgetary oversight and working with other members of state and municipal government for the coordination of all plans and activities that are directly related to interoperable communications.

VCOMM will work with the VTHSU Exercise staff on a communications-specific exercise program. The VTHSU Exercise staff will be responsible for designing and conducting the HSEEP compliant communications-specific exercises outlined in this Project.

Performance Measure(s) and Basis of Evaluation *(not to exceed a ½ page):*

During the performance period of the IECGP, Vermont will design, conduct and evaluate one HSEEP compliant communications-specific workshop, tabletop and drill in each of Vermont's four Public Safety Districts. The two VTHSU Exercise Planners will be responsible for following up with participating organizations for the purposes of writing After-Action Reports.

Milestones *(not to exceed a ½ page):*

Milestone #1 Start: 11-01-2008 End: 02-28-09

Design, conduct and evaluate one HSEEP compliant workshop in each of Vermont's four Public Safety Districts.

Milestone #2 Start: 03-01-09 End: 08-31-09

Design, conduct and evaluate one HSEEP compliant TTX in each of Vermont's four Public Safety Districts.

Milestone #3 Start: 09-01-09 End: 02-28-10

Design, conduct and evaluate one HSEEP compliant drill in each of Vermont's four Public Safety Districts.

Challenges/Risks *(not to exceed a ½ page):*

The major challenge faced by Vermont in regards to exercises is first responder participation. Many of Vermont's first responders are volunteers and have limited time to devote to the

planning and participation of exercises.

Budget (not to exceed 1 page):

This project will only address the exercise component of this application. The pass through requirement will be met through an MOU between the SAA and VCOMM and awards will be provided to Vermont's local first responder communities that will participate in the HSEEP exercises within each Public Safety District.

The Vermont Homeland Security Exercise Planners have estimated, based on actual costs of past exercises of similar scope and size, that the exercise program development for each Public Safety District will cost \$5,000, with total projected exercise costs being \$20,000.

These costs will assist in the design and development, conduct and evaluation of exercises, and the implementation of improvement plan activities identified through the exercises.

<p>1st Quarter Activity</p>	<p>Expected Outcome (not to exceed a ¼ page):</p> <p>In alignment with Milestone #1, the expected outcome in the first quarter will be to begin the process of designing, developing, exercising, evaluating and improvement planning for one workshop in each of the four Public Safety Districts.</p>
<p>2nd Quarter Activity</p>	<p>Expected Outcome (not to exceed a ¼ page):</p> <p>The outcome for the second quarter will be to complete Milestone #1, the designing, developing, exercising, evaluating and improvement planning processes for one workshop in each of the four Public Safety Districts.</p>
<p>3rd Quarter Activity</p>	<p>Expected Outcome (not to exceed a ¼ page):</p> <p>In the third quarter Vermont will begin to implement Milestone #2 to design, conduct and evaluate one HSEEP compliant TTX in each of Vermont's four Public Safety Districts.</p> <p>After the first two TTXs are conducted, VCOMM will reevaluate the needs for additional first responder and stakeholder training, technology gaps and changes to the communications protocols.</p>
<p>4th Quarter Activity</p>	<p>Expected Outcome (not to exceed a ¼ page):</p> <p>The outcome for the fourth quarter will be to complete Milestone #2, the designing, developing, exercising, evaluating and improvement planning processes for one TTX in each of the four Public Safety Districts.</p>

	<p>During the fourth quarter Vermont will begin to implement Milestone #3, the designing, developing, exercising, evaluating and improvement planning processes for one drill in each of the four Public Safety Districts.</p> <p>After the drills are conducted during the second year of this project, Vermont will then have a clear picture on needed improvements of planning, training and usage based upon the After Actions Reports to tailor additional training and exercises for the future. The After Actions Reports will highlight best practices and identify gaps for future funding priorities.</p>
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FY 2008 IECGP, Project #3 - Planning

IECGP Objective (not to exceed a 1/2 page):

The national calling and tactical channels are the basis of the Lifeline System. Over the past 18 months, Vermont has had difficulty obtaining the proper frequency licenses for these channels due to potential harmful interference with Canada.

Based on these challenges, VCOMM has had to reassess the Statewide Interoperable Communications project. These reassessments have occurred since the final submission of the SCIP in March 2008.

The objective of this project will be to address new planning needs identified in the revised assessment process. Specifically, this project will hire short term contractors, who are subject matter experts, to address the following:

- NEPA studies
- Engineering reports
- Site feasibility studies
- Communications equipment inventories
- Channel assessments

These required planning activities are critical to the build out of the VCOMM Lifeline System.

Alignment to IECGP Priority Groups:

Please select the Priority Group and Objective(s) to which this project aligns:

- Priority Group 1, Leadership and Governance.**
 Establishment of formal interoperable emergency communications governance structures.

Or:

X Priority Group 2, Common Planning and Operational Protocols and Emergency Responder Skills and Capabilities.

- X Establishment of common planning and operational protocols;
- Enhancement of emergency responder skills and capabilities through training and exercises.

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For State/Territory-level Projects Only:

Per the FY 2008 IECGP funding objectives, State and Territory level applicants are expected to prioritize Priority 1 Group objectives over Priority Group 2. Applicants must answer the following questions about Priority Group 1, Leadership and Governance. If applicants are unable to check all of the following boxes, it is expected that FY 2008 IECGP funds be directed to meet these minimum expectations prior to choosing Priority Group 2 projects.

- X The State or Territory has a formal statewide interoperable emergency communications governance committee, consistent with the FY 2007 Statewide Planning Criteria, which has:
 - X representation from each public safety discipline;
 - X representation across each level of government: Federal, State, local, and tribal (if applicable);
 - X representation from each region within the State or Territory (as applicable, and/or defined in the SCIP);
 - X executive or legislative authority and a formal charter.

Please also verify the following:

- The State or Territory has hired a full-time statewide interoperability coordinator with sufficient capabilities/resources (e.g., project management, technical expertise) to effectively execute his/her mission, consistent with the FY 2007 Statewide Planning Criteria.

If not, please provide an explanation of why and how the State or Territory intends on ensuring SCIP implementation efforts are effectively coordinated statewide.

The Vermont Communications (VCOMM) Steering Committee is responsible for all activities related statewide interoperable communications coordination including the implementation of the SCIP and aligning the SCIP to the NECP. The Steering Committee is comprised of the VCOMM Chair – representing the Vermont Police Chiefs’ Association, two Co-Chairs – representing the Vermont Sheriffs’ Association and Vermont’s Criminal Justice Services, the Operational Committee Chair – representing the Vermont National Guard, the Institutional Committee Chair – representing local law enforcement, the Technical Committee Chair – representing the Vermont State Firefighter’s Association and a Vermont Homeland Security Unit Liaison to VCOMM. Lieutenant Michael J. Manning, the Vermont Homeland Security Unit Liaison to VCOMM, is the primary point of contact for interoperable communications coordination.

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Alignment to SCIP Goals, Objectives, and/or Initiatives *(not to exceed 1 page):*

Vermont’s SCIP has identified the following challenges:

- Expectations by the public that emergency service providers can communicate

- Inadequate radio coverage throughout the state
- Channel congestion
- Interference issues
- Dramatically changing wireless communications environment

The SCIP has also identified the following goals:

1. Provide good to excellent mobile coverage.
2. Minimize new construction and permitting challenges.
3. Allow first responder agencies to maintain their own radio systems with an access to an interoperable network.
4. Keep the financial investment practical.

These challenges and goals are outlined under pages 11-13 in the SCIP.

Within the State of Vermont, the majority of first response agencies utilize either UHF (law enforcement) or VHF (fire services and emergency medical services). The largest communications system within Vermont is the Vermont State Police UHF radio system. Every law enforcement agency within the state has the capability to operate on this system. Vermont's first responder agencies will continue to maintain their own radio systems but will also have access to the Lifeline System once complete (Page 29 of the SCIP).

One of the proposed initiatives for this project is to conduct a statewide communications equipment inventory. This will assist with identifying current capabilities as well as plan for future capabilities.

The VCOMM Lifeline System will allow for existing legacy systems to be managed and maintained by their respective parent agencies. System upgrades and the acquisition and deployment of P-25 compliant equipment and advanced gateway technology at the Public Safety Answering Points will allow for the utilization of the national calling and tactical channels. These gateway devices will have the ability to establish communications with IP-based and 700 MHz systems. The system technology will have the ability to migrate to an IP-based platform during future phases of the project (Page 30 of the SCIP).

The funds will address the necessary planning assessments relating to the goals and challenges identified in the SCIP. Once planning is completed, other funding sources will be leveraged to implement these goals.

Alignment to TICP AAR, or other Assessment/Tool *(not to exceed a ½ page):*

Vermont is building a Lifeline System based upon existing national calling and tactical channels. The use of these national frequencies will allow first responders from any part of Vermont to communicate with one of the Public Safety Answering Points located throughout the state and provide tactical frequencies, alleviating channel congestion, during tactical operations at an incident. However, over the past 18 months, Vermont has had difficulty obtaining the proper frequency licenses for these channels due to potential harmful interference with Canada. Based

on these challenges, VCOMM has had to reassess the Statewide Interoperable Communications project.

There were no TICP AAR or SAFECOM Scorecard recommendations pertaining to the planning objectives identified in this Project. However, planning continues to be an integral component of the statewide interoperable communications plan. The Lifeline System will involve upgrades to existing state, county, local and privately owned towers and dispatching facilities. NEPA studies, engineering reports and site feasibility studies are necessary planning initiatives needed prior to and during the build-out of the Lifeline System. VCOMM must continue to assess communications assets and available frequencies in the goal of utilizing national calling and tactical channels as identified both in the SCIP and the NECP.

Governance *(not to exceed a ½ page):*

The Vermont Communications (VCOMM) board was established through Executive Order to identify, develop and implement a statewide interoperable communications network. VCOMM is made up of multi-jurisdictional, multi-disciplinary representatives from Vermont's first responder communities as well as state and federal stakeholders.

The Chair of the VCOMM Board will update the Commissioner of the Department of Public Safety (SAA) on the progress of the statewide communications project. VCOMM reports to the Commissioner of Public Safety (SAA) who has the responsibility by statute to brief the Governor's Office and the Legislative Oversight Committees on the progress of the project.

In alignment with the SAFECOM guidance, three sub-committees were established as follows: Technical Committee, Operational Committee and an Institutional Committee. In addition to these three sub-committees, a Steering Committee has been created to provide broad oversight of the project to ensure that all sub-committees are working towards a common goal. The Steering Committee is also responsible for budgetary oversight and working with other members of state and municipal government for the coordination of all plans and activities that are directly related to interoperable communications.

The Technical Committee continues to work on finalizing the network to ensure compliance with federal standards and the needs of the first responders and stakeholders. Additional responsibilities include working closely with the Frequency Coordinator, FCC, and legislative committees to obtain channels for the Lifeline network.

The Operational Committee will distribute the SOP to the first responder community and update the document as the system matures. The Operational Committee continues to evaluate the needs of the first responder community and make recommendations for training.

The Institutional Committee is working on developing a system of conducting business and rules to govern the VCOMM proceedings.

Performance Measure(s) and Basis of Evaluation *(not to exceed a ½ page):*

The ability to continue and complete the planning and assessment process for the VCOMM Lifeline will allow VCOMM to begin the infrastructure build-out and technological upgrades to Vermont's nine Public Safety Answering Points (PSAP).

Upon completion of these efforts, VCOMM will begin the purchasing of equipment and contracting for the construction and technology upgrades.

Milestones *(not to exceed a ½ page):*

Milestone #1 Start: 09-01-08 End: 10-15-08

Design Request For Proposals (RFP) to contract for the following planning activities: NEPA studies, engineering reports, site feasibility studies, communications equipment inventories and channel assessments.

Milestone #2 Start: 10-15-08 End: 01-15-09

Post, receive and review Proposals.

Milestone #3 Start: 01-15-09 End: 07-31-10

Award contracts to approved vendors and monitor progress of contracts.

Challenges/Risks *(not to exceed a ½ page):*

The most significant challenge identified in the SCIP (page 10) is FCC coordination with Canada for the purposes of obtaining frequency licenses. Over the past year and a half Vermont has submitted and re-submitted applications with modifications to the FCC for the licensing of the sites to be used for the VCOMM Lifeline. Industry Canada has repeatedly rejected Vermont's applications due to potentially harmful interference to Canadian communication licensees. The national calling channels were established within the United States for public safety use; however, Canada does not establish blocks of frequencies for public safety.

As a result of coordinated efforts by all parties, a meeting was recently held to include representatives from Industry Canada, the FCC and VCOMM as well as VCOMM's Frequency Coordinator and Vermont's Congressional Delegation. During the meeting Industry Canada agreed to on-air testing of the frequencies VCOMM plans to use for the Lifeline as a way to decrease application processing times. The on-air testing will determine what specific sites can be used for the VCOMM Lifeline.

Once these sites are identified, VCOMM will be able to move forward with the RFP process for the build-out of the Lifeline System. The requested FY 2008 IECGP planning funds will allow for the NEPA studies, engineering reports, site feasibility studies, communications equipment

<p>inventories and channel assessments that must be completed prior to the construction phase of the project.</p>	
<p>Budget <i>(not to exceed 1 page):</i></p> <p>This project will only address the planning component of this application. The pass through requirement will be met through an MOU between the SAA and VCOMM and funding will be used to secure contracts for the objectives identified in this Project. VCOMM has multi-jurisdictional, multi-disciplinary and intergovernmental representation.</p> <p>Five short-term contract positions are identified in this Project. It is expected that the combined total cost of these contracts will not exceed \$175,675.</p>	
<p>1st Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>During the first quarter of the IECG program, Vermont will complete Milestone #1 to design the Request For Proposals (RFP) to contract for the following planning activities: NEPA studies, engineering reviews, site engineering management, communications equipment inventories and channel assessments.</p>
<p>2nd Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>During the second quarter of the IECG program, Vermont will complete Milestone #2 to post, receive and review the Proposals.</p>
<p>3rd Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>During the third quarter Vermont will complete the portion of Milestone #3 to issue contracts.</p>
<p>4th Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>During the fourth quarter, and throughout the remainder of this grant program, VCOMM and the Vermont Homeland Security Unit will monitor the status of the contracts.</p>



Interoperable Emergency Communications Grant Program (IECGP)
Programmatic Review Feedback for IECGP Grantees

Vermont (VT)

Summary

IECGP Application	Federal Funds Requested	Status
Portfolio Narrative and Budget	-	Approved
Management and Administration – State Level	\$7,200.00	Approved
1. Communications Unit Leader Training and Standard Operating Procedure Training	\$40,000.00	Approved
2. Conduct Tabletop Exercise in Each Public Safety District	\$20,000.00	Approved
3. Address State Planning Needs to Build Out Statewide System	\$175,675.00	Approved
Total Award	\$242,875.00	Approved

P/S
P/S
P/S, O/E + Grants
P/S - contract

In accordance with the IECGP Guidance and Application Kit, the Federal Emergency Management Agency (FEMA) has approved Vermont's IECGP Application. A notice has been issued to the applicant and the funds have been released. The Office of Emergency Communications (OEC) and FEMA reviewers examined the State's application and offer the following feedback on your portfolio and projects for your consideration.

Portfolio Feedback

- General Program Requirements:** Proposed projects comply with Priority Groups and funding will be utilized prior to the close of Fiscal Year (FY) 2010
- Allowable Costs:** Proposed projects comply with allowable costs
- Portfolio Narrative:** Describes relationship of priorities and needs to the Statewide Communication Interoperability Plan (SCIP) and provides an overview of governance structure to oversee grant
- Portfolio Budget:** Includes budget itemized by allowable cost category

Portfolio comments: Overall, the reviewers agreed that the projects will enhance interoperable emergency communications capabilities across the State. The reviewers noted that these projects aligned with the goals, objectives, and initiatives identified in the SCIP. The reviewers believed the application was well-written, provided useful details, and clearly communicated the State's current interoperable emergency communications capabilities and needs. In particular, the reviewers noted the detail offered on Vermont's governance structure. However, the reviewers believed the application could have been stronger if the budget had been broken down by anticipated expenditures within allowable cost categories.



Interoperable Emergency Communications Grant Program (IECGP) Programmatic Review Feedback for IECGP Grantees

Project Feedback

Reviewers agreed that all of Vermont's projects were described well and aligned with its SCIP. With respect to Project 1, the budget narrative was informative and the milestones specified start and end dates. Project 2 was well written and described the productive working relationships among the regions within the State. The reviewers believed that Project 3 was clearly aligned with the goals, objectives and initiatives defined in the SCIP. The reviewers noted that the project milestones had start and end dates, which is a best practice for project management.

Considerations for future applications: The reviewers felt the application could have been stronger if the budget had been presented in a table format and if it had included additional information, to include a breakdown of anticipated expenditures within allowable cost categories.

Determination: Overall, all proposed projects met IECGP requirements and were approved for funding. Throughout the period of performance, FEMA will monitor the milestones and budget reports to ensure that objectives are met on schedule and within the scope of allowable costs.



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Representative William Lippert
From: Nathan Lavery
Date: October 24, 2008
Subject: JFO #2348 & #2349

Representatives Michael Obuchowski and Shap Smith asked that I forward to you a copy of the enclosed request and cover memo. They are requesting you provide them with your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski
Rep. Shap Smith
Stephen Klein



State of Vermont
Department of Finance & Management
109 State Street, Pavilion Building
Montpelier, VT 05620-0401

[phone] 802-828-2376
[fax] 802-828-2428

Agency of Administration

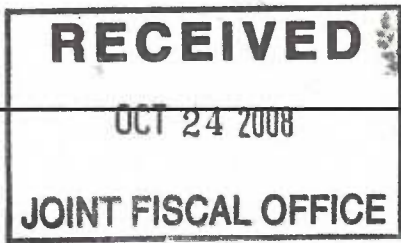
**STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:	Grant from Homeland Security to support planning, training and practice to improve Vermont's interoperable emergency communication.			
Date:	October 7, 2008			
Department:	Department of Public safety			
Legal Title of Grant:	Interoperable Emergency Communications Grant Program			
Federal Catalog #:	97.001			
Grant/Donor Name and Address:	Dept of Homeland Security, Washington, D.C.			
Grant Period:	From:	9/1/2008	To:	8/31/2010
Grant/Donation	\$242,875			
	SFY 1	SFY 2	SFY 3	Comments
Grant Amount:	\$95,031	\$126,100	\$21,744	

Position Information:	# Positions	Explanation/Comments
	None	

Additional Comments: Training programs are to be developed at the Vermont Police and Fire Academies for initial roll-out for all first responders (FR) then only for new FR thereafter. Public Safety is scheduled to receive an equivalent amount of funds in Federal Fiscal Year 2009 for same purpose which will extend program thru August 2012. *DB 10-10-08*

Department of Finance & Management	<i>[Signature]</i> 10/14/08	(Initial)
Secretary of Administration	<i>[Signature]</i> 10/15/08	(Initial)
Sent To Joint Fiscal Office	10/24/08	Date



STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION				
1. Agency:				
2. Department:		Public Safety		
3. Program:		Homeland Security		
4. Legal Title of Grant:		Interoperable Emergency Communications Grant Program		
5. Federal Catalog #:		97.001		
6. Grant/Donor Name and Address: Dept. of Homeland Security, Preparedness Directorate Office of Grants & Training Washington, D.C. 20528				
7. Grant Period:		From: 9/1/2008	To:	8/31/2010
8. Purpose of Grant: This grant is intended for the use of planning, training, and exercise initiatives in order to improve interoperable emergency communications.				
9. Impact on existing program if grant is not Accepted: If this grant is not accepted, then Vermont would not be able to complete the build out of the VCOMM Lifeline. The Lifeline is a statewide interoperable radio communications platform that will allow all of Vermont's first responders and stakeholders the ability to communicate during critical and significant events.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2009	FY 2010	FY 2011	
Personal Services	\$88380	\$117840	\$19655	
Operating Expenses	\$3915	\$5220	\$865	
Grants	\$2736	\$3040	\$1224	
Total	\$95,031	\$126,100	\$21,744	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$95031	\$126100	\$21744	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$95,031	\$126,100	\$21,744	
Appropriation No:	2140071000	Amount:	\$242875	
			\$	
			\$	
			\$	
			\$	

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

		\$
		\$
	Total	\$242,875

PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding

Appointing Authority Name: Thomas R. Tremblay Agreed by: TRT (initial)

12. Limited Service Position Information:	# Positions	Title
Total Positions		

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee Approval of this grant:	Signature: <u>Thomas R. Tremblay</u>	Date: <u>10/01/08</u>
	Title: <u>Commissioner</u>	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Check One Box: Accepted	<u>[Signature]</u> (Governor's signature)	<u>10/16/08</u>
<input type="checkbox"/> Rejected		Date:

15. SECRETARY OF ADMINISTRATION

<input type="checkbox"/> Check One Box: Request to JFO	<u>[Signature]</u> (Secretary's signature or designee)	<u>10/15/08</u>
<input type="checkbox"/> Information to JFO		Date:

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

<input type="checkbox"/> Request Memo	<input type="checkbox"/> Request Memo
<input type="checkbox"/> Dept. project approval (if applicable)	<input type="checkbox"/> Dept. project approval (if applicable)
<input type="checkbox"/> Notice of Award	<input type="checkbox"/> Notice of Donation (if any)
<input type="checkbox"/> Grant Agreement	<input type="checkbox"/> Grant (Project) Timeline (if applicable)
<input type="checkbox"/> Grant Budget	<input type="checkbox"/> Request for Extension (if applicable)

End Form AA-1



Department of Homeland Security FEMA
Grant Programs Directorate

Grant

PAGE 1 OF 4

1. RECIPIENT NAME AND ADDRESS (Including Zip Code)

Vermont Department of Public Safety
103 South Main Street
Waterbury, VT 05671-2101

4. AWARD NUMBER: 2008-IO-T8-0041

5. PROJECT PERIOD: FROM 09/01/2008 TO 08/31/2010
BUDGET PERIOD: FROM 09/01/2008 TO 08/31/2010

6. AWARD DATE 09/16/2008

7. ACTION

Initial

1A. GRANTEE IRS/VENDOR NO.

036000274

8. SUPPLEMENT NUMBER

00

9. PREVIOUS AWARD AMOUNT

\$ 0

3. PROJECT TITLE

FY 2008 Interoperable Emergency Communications Grant Program

10. AMOUNT OF THIS AWARD

\$ 242,875

11. TOTAL AWARD

\$ 242,875

12. SPECIAL CONDITIONS

THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).

13. STATUTORY AUTHORITY FOR GRANT

This project is supported under Consolidated Appropriations Act, 2008, P.L. No. 110-161

15. METHOD OF PAYMENT

PAPRS

AGENCY APPROVAL

GRANTEE ACCEPTANCE

16. TYPED NAME AND TITLE OF APPROVING DHS OFFICIAL

W. Ross Ashley, III
Assistant Administrator, Grant Programs Directorate

18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL

Thomas Tremblay
Commissioner

17. SIGNATURE OF APPROVING DHS OFFICIAL

19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

19A. DATE

9/19/08

AGENCY USE ONLY

20. ACCOUNTING CLASSIFICATION CODES

FISCAL YEAR	FUND CODE	BUD. ACT.	DIV. OFC.	REG.	SUB.	POMS	AMOUNT
8	T	IO	25	00	00		242875

21. IO08V40022



Department of Homeland Security
FEMA
Grant Programs Directorate

**AWARD CONTINUATION
SHEET
Grant**

PAGE 2 OF 4

PROJECT NUMBER 2008-IO-T8-0041

AWARD DATE 09/16/2008

SPECIAL CONDITIONS

1. The grantee and any subgrantee shall comply with all applicable laws, regulations and program guidance. A non-exclusive list of regulations commonly applicable to DHS grants are listed below, including the guidance:
 - A. Administrative Requirements
 - 1) OMB Circular A-102, State and Local Governments (10/07/94, amended 08/29/07) (44CFR Part 13)
 - 2) OMB Circular A-110, Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (11/19/93, amended 09/30/99) (2 CFR Part 215)
 - B. Cost Principles
 - 1) OMB Circular A-87, State and Local Governments (05/10/04)
 - 2) OMB Circular A-21, Educational Institutions (5/10/04)
 - 3) OMB Circular A-122, Non-Profit Organizations (5/10/04)
 - C. Audit Requirements
 - 1) OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations (6/24/97, includes revisions published in the Federal Register 6/27/03)
2. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of GPD.
3. The grantee and subgrantee must comply with FEMA's codified regulation 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
4. The grantee and subgrantee must comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit requirements.
5. When implementing GPD-funded activities, the recipient must comply with all federal civil rights laws, to include Title VI of the Civil Rights Act, as amended.
6. The recipient acknowledges that GPD reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for Federal government purposes: (a) the copyright in any work developed under an award or sub-award; and (2) any rights of copyright to which a recipient or sub-recipient purchases ownership with Federal support. The recipient agrees to consult with GPD regarding the allocation of any patent rights that arise from, or are purchased with, this funding.
7. The recipient agrees that all publications created with funding under this grant shall prominently contain the following statement: "This document was prepared under a grant from FEMA's Grant Programs Directorate, U.S. Department of Homeland Security. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA's Grant Programs Directorate or the U.S. Department of Homeland Security." The recipient also agrees that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security."



Department of Homeland Security
FEMA
Grant Programs Directorate

**AWARD CONTINUATION
SHEET**
Grant

PAGE 3 OF 4

PROJECT NUMBER 2008-IO-T8-0041

AWARD DATE 09/16/2008

SPECIAL CONDITIONS

8. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this agreement.
9. The recipient agrees that federal funds under this award will be used to supplement, but not supplant, state or local funds for the same purposes.
10. The recipient agrees to submit quarterly financial reports on Standard Form SF 269A. These reports will be submitted within 30 days after the end of the calendar quarter, with a final report due 90 days following the end of the award period. The report shall be submitted in the Payment and Reporting System (PARS).

In accordance with Treasury regulations at 31 CFR Part 205, the Grantee shall maintain procedures to minimize the time elapsing between the transfer of funds and the disbursement of said funds. See 44 CFR, Part 13.21(i) regarding payment of interest earned on advances.

11. To the extent that recipients of a grant use contractors or subcontractors, such recipients shall use small, minority, women-owned or disadvantaged business concerns and contractors or subcontractors to the extent practicable.
12. As required by 2 CFR 215.25, the recipient shall notify GPD's program office of developments that have a significant impact on award-supported activities, including changes in key project staff. If key project staff has not been designated in the recipient's approved application, recipient must request approval prior to hiring.
13. Construction related activities are not permitted with funding from the FY 2008 Interoperable Emergency Communications Grant Program (IEGCP).

The recipient shall comply with all applicable Federal, State, and local environmental and historic preservation (EHP) requirements and shall provide any information requested by FEMA to ensure compliance with applicable laws including: National Environmental Policy Act, National Historic Preservation Act, Endangered Species Act, and Executive Orders on Floodplains (11988), Wetlands (11990) and Environmental Justice (12898). Failure of the recipient to meet Federal, State, and local EHP requirements and obtain applicable permits may jeopardize Federal funding. Recipient shall not undertake any project having the potential to impact EHP resources without the prior approval of FEMA, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings that are 50 years old or greater. Recipient must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, the recipient must ensure monitoring of ground disturbance and if any potential archeological resources are discovered, the recipient will immediately cease construction in that area and notify FEMA and the appropriate State Historic Preservation Office. Any construction activities that have been initiated prior to the full environmental and historic preservation review will result in a non-compliance finding.

14. The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2008 Interoperable Emergency Communications Grant Program (IEGCP) Guidance and Application Kit. Allocations and use of grant funding must support the goals and objectives included in the State and/or Urban Area Homeland Security Strategies. Allocations and use of grant funding must also support the projects identified in the FY 2008 IECGP application.



Department of Homeland Security
FEMA
Grant Programs Directorate

**AWARD CONTINUATION
SHEET**
Grant

PAGE 4 OF 4

PROJECT NUMBER 2008-IO-T8-0041

AWARD DATE 09/16/2008

SPECIAL CONDITIONS

15. The recipient must submit to GPD within 45 days of the grant award through the Initial Strategy Implementation Plan the funding to be allocated per project based upon the final grant award amounts and a certification that funds have been obligated to local units of government (to include the identification of sub-grantees and sub-award amounts). Failure to provide this information within 45 days may result in GPD withholding grant funds from further draw down. The recipient thereafter must update and submit this information to GPD on a semi-annual basis.



VERMONT HOMELAND SECURITY UNIT

INTEROPERABLE EMERGENCY COMMUNICATIONS GRANT PROGRAM FISCAL YEAR 2008

PORTFOLIO NARRATIVE

Overview of Vermont's Risk Profile:

Vermont is a small rural New England state sharing an international border with Canada. Vermont's population is approximately 624,000 residents. Tourism is the main industry in Vermont bringing 13.4 million visitors to the state during 2005. Floods, fire and extreme weather are the highest risk hazards Vermont faces, according to Vermont's latest Hazards Inventory and Risk Assessment. There are no tribal entities or County government in Vermont.

The terrain along the border varies from gently rolling hills, farm and pasturelands, rivers and swamps to densely wooded forests and steep mountains. During the winter months, heavy snowfall can make a portion of the border region inaccessible. The two major lakes can freeze during winter months, making them accessible by foot, ATV, snowmobile or other means and thus potentially exploited by criminals. The resident population along the international border is sparse. The porosity of the border and the known existence of criminal organizations (to include terrorist cells) within two hours of the Vermont/Canadian border make it an ideal staging ground to plan crimes against and/or enter the US.

Overview of Vermont's Interoperable Emergency Communications Priorities and Needs:

Section 1.5 Significant Challenges (page 10) of Vermont's SCIP identifies funding for the build-out of the Lifeline System as the largest challenge to achieving interoperable communications in the state. To address this challenge VCOMM is combining multiple fiscal year HSGP allocations, the Public Safety Interoperable Communications Grant allocation and Coast Guard Grant funding provided through the Vermont State Police in support of interoperable communications along Vermont's international bodies of water. VCOMM will continue to utilize existing financial sources and seek creative ways to sustain the Lifeline through partnerships with private industry, local user fees and state funding.

Another challenge identified in the SCIP (page 10) is FCC coordination with Canada for the purposes of obtaining frequency licenses. Over the past year and a half Vermont has submitted and re-submitted applications with modifications to the FCC for the licensing of the sites to be used for the VCOMM Lifeline. Industry Canada has repeatedly rejected Vermont's applications due to potentially harmful interference to Canadian communication licensees. The national calling channels were established within the United States for public safety use; however, Canada does not establish blocks of frequencies for public safety.

As a result of coordinated efforts by all parties, a meeting was recently held to include representatives from Industry Canada, the FCC and VCOMM as well as VCOMM's Frequency Coordinator and Vermont's Congressional Delegation. During the meeting Industry Canada agreed to on-air testing of the frequencies VCOMM plans to use for the Lifeline as a way to decrease application processing times. The on-air testing will determine what specific sites can be used for the VCOMM Lifeline.

Once these sites are identified, VCOMM will be able to move forward with the RFP process for the build-out of the Lifeline System. The requested FY 2008 IECGP planning funds will allow for the NEPA studies, engineering reports, site feasibility studies, communications equipment inventories and channel assessments that must be completed prior to the construction phase of the project.

Section 7.1, pages 33 -35 of Vermont's SCIP, discusses the Statewide Training and Exercise Program, specifically addressing VCOMM's goal to provide basic level and in-service training on the use of the Lifeline System. In direct alignment with Vermont's SCIP, VCOMM is working with both of Vermont's Public Safety Academies, as well as the Vermont State Police Office of Professional Development, to provide basic level and in-service training on the use of VCOMM Lifeline System and interoperable communications protocols. The priorities for training continue to be communications operability, interoperability and continuity of communications as outlined in the National Emergency Communications Plan (NECP). Each Academy will provide standard operation procedural training on the proper usage of the Lifeline System.

Dispatchers will also receive training on all new systems within Vermont's Public Safety Answering Points (PSAP). As part of the plan for ensuring regular usage, once communication upgrades at each PSAP are completed the PSAP Administrator will establish a schedule, as part of the standard operating procedures, for regular testing of the national frequencies, command and control equipment and protocols that are a part of the Lifeline System.

NIMS training and compliance have been and continue to be a priority for Vermont. As outlined in the SCIP as well as one of the objectives of the NECP, the need to establish and provide a NIMS Communications Unit Leader (COML) course is critical for continuity of command and interoperable communications during significant and critical incidents. Vermont will address this need by offering COML training through its Public Safety Academies.

The only communications training related recommendation in Vermont's TICP AAR was to hold Communications Unit Leader training for command staff. This training will assist command staff with identifying a Communications Unit Leader early in an incident, and providing that person with clear instructions.

Section 7.1, pages 33 -35 of Vermont's SCIP, discusses the Statewide Training and Exercise Program and outlines the state's exercise goals to:

1. Prevent or limit loss of life or property to Vermont communities by increasing preparedness.
2. Reduce Vermont's vulnerability to all-hazard emergencies.
3. Minimize the damage and recover from any all-hazard emergencies that do occur.

The objective of the exercise component of this application is to design, conduct and evaluate one HSEEP compliant communications-specific workshop, tabletop and drill in each of

Vermont's four Public Safety Districts. This objective will support the exercise goals outlined in Vermont's SCIP through the use and evaluation of existing communications solutions and protocols. All exercises coordinated and funded through the Vermont Communications (VCOMM) Board and the Vermont Homeland Security Unit (VTHSU) are based upon the guidance provided through HSEEP.

Improving communications is one of the state's highest priorities. In the past three years, emergency response communications has improved dramatically through the adoption of national calling and tactical channels and ensuring access by all first responders to those channels. Continued planning, training and exercising of the communication infrastructure will assist in the development of Vermont's overall interoperable communications capabilities.

Relationship to Priority Groups 1 and 2:

Leadership and Governance – Please refer to the Overview of the Governance Structure below.

Common Planning and Operational Protocols and Emergency Responder Skills and Capabilities - Funding under this program will be utilized to enhance interoperable communications planning efforts that will assist with the build-out of Vermont's interoperable communications Lifeline System (further defined in the template), as well as Communications Unit Leader training for Command Staff and the Incident Dispatch Team, Standard Operating Procedures training for local first responders and conducting interoperable communications workshops, tabletop exercises and drills in each of Vermont's four Public Safety Districts.

Overview of the Governance Structure:

The State of Vermont Communications Study Group (CSG) inceptioned in 2004. Based on SAFECOM guidance, the CSG reorganized into the Vermont Communications (VCOMM) Board and established Steering (oversight), Operational, Institutional (Governance) and Technical Committees. VCOMM was established by Executive Order on June 5, 2006. VCOMM's mission is to assess Vermont's overall interoperable communications capabilities, policies and needs; to advise on strategies to create an interoperable, accessible radio system for police, fire and emergency service responders that links local, state and federal agencies in Vermont as well as international and regional agencies in Canada and our neighboring states and to meet the following mandates from the Federal government:

DHS: By the end of September 2007 each state must develop and adopt a statewide communications interoperability plan. The first priority of Federal funding for improving public safety communications is to provide basic, operable communications within a department with safety as the overriding consideration.

FCC Mandate: For Public Safety Radio Pool licensees operating PLMR services in the same bands, we also establish a January 1, 2013 deadline for migration to 12.5 kHz technology, or a technology that achieves the narrowband equivalent of one channel per 12.5 kHz of channel bandwidth (voice) or 4800 bits per second per 6.25 kHz (data) if the bandwidth for transmissions specified in the modification application is greater than 12.5 kHz.

Adhering to VCOMM's Mission Statement, the VCOMM Steering Committee, a multi-jurisdictional, multi-disciplinary oversight Committee, has been tasked with prioritizing, reviewing and selecting all interoperable communications projects that will advance stakeholder's communications needs.

VCOMM will work with the Vermont Public Safety Academies through the Vermont Homeland Security Unit to incorporate standardized interoperable communications protocols (SOPs) on the use of Vermont's Lifeline System into basic level and in-service training courses. VCOMM will also work with the Public Safety Academies on incorporating Communications Unit Leader (COML) training into the Public Safety Academies training program. The Academies are responsible for all NIMS/ICS training and are required to submit quarterly progress reports to the Vermont Homeland Security Unit for the purposes of tracking training progress.

VCOMM will work with the VTHSU Exercise staff on a communications-specific exercise program. The VTHSU Exercise staff will be responsible for designing and conducting the HSEEP compliant communications-specific exercises outlined in this Project.

The methodology used for prioritizing the FY 2008 IECGP projects involved a review the planning, training and exercise components of the VCOMM Lifeline, the State Homeland Security Strategy, the FY 2008 Capabilities Assessment, the Vermont SCIP, the TICP AAR and the SAFECOM Scorecard. Funds used under this program will address the gaps and needs identified in these areas.

Summary of Agencies Involved in IECGP Initiatives:

The Vermont Communications Board (VCOMM) is responsible for all activities relating to statewide interoperable communications coordination. VCOMM is a multi-jurisdictional, multi-disciplinary and intergovernmental Board. As such, local, state and federal stakeholders will participate and benefit from the planning, training and exercise programs under the IECGP.

The Planning Project will be coordinated by the VCOMM Steering Committee and the Vermont Homeland Security Unit. VCOMM and the Vermont Homeland Security Unit (VTHSU) will design Request For Proposals (RFP) to contract for the following planning activities: NEPA studies, engineering reports, site feasibility studies, communications equipment inventory and channel assessments. VCOMM and VTHSU will also post, receive and review Proposals and approve contracts to vendors and monitor the progress of contracts. These planning initiatives are a critical component of the build-out of the Lifeline System. Once complete, the Lifeline System will be utilized by Vermont's first responders and stakeholders.

Training will be offered to Vermont's first responders and stakeholders through Vermont's two Public Safety Academies. These Academies are required to provide quarterly progress reports, including number of people trained, to the Vermont Homeland Security Unit.

The exercise program will follow HSEEP guidelines and will be managed by VTHSU Exercise Planners. Vermont first responders and stakeholders will participate in the communications-specific workshops, tabletops and drills in each of Vermont's four Public Safety Districts.

Summary of Plans, Training and Exercises:

The results of the NEPA studies, engineering reports, site feasibility studies, communications equipment inventories and channel assessments will be used in the creation of the Lifeline System RFP, the modification of strategies and the updating of the SCIP.

Vermont will design, conduct and evaluate one communications-specific workshop, tabletop and drill in each of the state's four Public Safety Districts for a total of twelve exercises. It is estimated that 25 people will participate per workshop, 40 per tabletop and 70 per drill.

Feedback on lessons learned, needs identified and best practices from the After-Action Reports will be used to identify further training needs of Vermont's first responders and stakeholders.

Over 100 public safety professionals will receive training during this grant performance period. Each Academy will be required to provide quarterly status updates that will assist with measuring the impact of this project.

IECGP PORTFOLIO BUDGET

The pass through requirement will be met through MOUs between the SAA and VCOMM for each project identified in this application. VCOMM has multi-jurisdictional, multi-disciplinary and intergovernmental representation.

The Vermont Homeland Security Unit will be responsible for the Management and Administration of this program. VTHSU will maintain 3% of the award (\$7,200).

Training:

This funding will be used to provide training on interoperable communications solutions and protocols as a component of basic level and in-service training for first responders, stakeholders and emergency communications dispatchers. This training will be provided through Vermont's existing Public Safety Academies. Training expenditures will be \$20,000 per Academy.

Exercise:

The exercise project of this application will be managed by the Vermont Homeland Security Exercise Planners. The Planners have estimated, based on actual costs of past exercises of similar scope and size, that the exercise program development for each Public Safety District will cost \$5,000, with total projected exercise costs being \$20,000.

VT has 2 academies,
so \$40k total. NL

Planning:

Five short-term contract positions are identified in this Project. The planning funds will support all activities associated with the NEPA studies, engineering reports, site feasibility studies, communications equipment inventories and channel assessments. It is expected that the combined total cost of these contracts will not exceed \$175,675.

FY 2008 IECGP, Project #1 - Training

IECGP Objective (not to exceed a ½ page):

Vermont realizes that regular and consistent training provided on emergency communications solutions allows emergency service providers to more effectively use communications systems during major incidents. The objective of Project #1 is to incorporate standardized interoperable communications protocols (SOPs) on the use of Vermont's Lifeline System into basic level and in-service training courses offered through Vermont's two Public Safety Academies (Fire and Police). The Lifeline System is the statewide interoperable radio communications system that utilizes national calling and tactical channels to form an interoperable radio communications platform. The Lifeline System is not designed for single agency, routine use. It is an enhancement to allow all first responders, regardless of jurisdiction or discipline, the ability for complete statewide interoperability and eventually regional interoperability in future phases of the project. This project will specifically address the following gaps:

- Communications Unit Leader Training
- Standard Operating Procedure Training

Vermont will provide in-service training and a NIMS compliant Communication Unit Leader (COML) course for emergency communications dispatchers as well as basic certification programs and in-service training for Vermont's first responders.

The outcome of this project will be that first responders located within each of Vermont's four Public Safety Districts will be trained at the basic level on the usage of approved interoperable communications frequencies within Vermont's Lifeline System.

Alignment to IECGP Priority Groups:

Please select the Priority Group and Objective(s) to which this project aligns:

- Priority Group 1, Leadership and Governance.**
 Establishment of formal interoperable emergency communications governance structures.

Or:

- Priority Group 2, Common Planning and Operational Protocols and Emergency Responder Skills and Capabilities.**

- Establishment of common planning and operational protocols;
 Enhancement of emergency responder skills and capabilities through training and exercises.

For State/Territory-level Projects Only:

Per the FY 2008 IECGP funding objectives, State and Territory level applicants are expected to prioritize Priority 1 Group objectives over Priority Group 2. Applicants must answer the following questions about Priority Group 1, Leadership and Governance. If applicants are unable to check all of the following boxes, it is expected that FY 2008 IECGP funds be directed to meet these minimum expectations prior to choosing Priority Group 2 projects.

- The State or Territory has a formal statewide interoperable emergency communications governance committee, consistent with the FY 2007 Statewide Planning Criteria, which has:
 representation from each public safety discipline;
 representation across each level of government: Federal, State, local, and tribal (if

- applicable);
- X representation from each region within the State or Territory (as applicable, and/or defined in the SCIP);
- X executive or legislative authority and a formal charter.

Please also verify the following:

- The State or Territory has hired a full-time statewide interoperability coordinator with sufficient capabilities/resources (e.g., project management, technical expertise) to effectively execute his/her mission, consistent with the FY 2007 Statewide Planning Criteria.

If not, please provide an explanation of why and how the State or Territory intends on ensuring SCIP implementation efforts are effectively coordinated statewide.

Vermont does not have a full-time statewide planning coordinator. The Vermont Communications (VCOMM) Steering Committee is responsible for all activities relating to statewide interoperable communications coordination including the implementation of the SCIP and aligning the SCIP to the NECP. The Steering Committee is comprised of the VCOMM Chair – representing the Vermont Police Chiefs’ Association, two Co-Chairs – representing the Vermont Sheriffs’ Association and Vermont’s Criminal Justice Services, the Operational Committee Chair – representing the Vermont National Guard, the Institutional Committee Chair – representing local law enforcement, the Technical Committee Chair – representing the Vermont State Firefighter’s Association and a Vermont Homeland Security Unit Liaison to VCOMM. Lieutenant Michael J. Manning is the Vermont Homeland Security Unit Liaison to VCOMM and is the primary point of contact for interoperable communications coordination.

Contact information for Lt. Manning:

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Alignment to SCIP Goals, Objectives, and/or Initiatives (not to exceed 1 page):

Section 7.1, pages 33 -35 of Vermont's SCIP, discusses the Statewide Training and Exercise Program, specifically addressing VCOMM's goal to provide basic level and in-service training on the use of the Lifeline System. In direct alignment with Vermont's SCIP, VCOMM is working with both of Vermont's Public Safety Academies, as well as the Vermont State Police Office of Professional Development, to provide basic level and in-service training on the use of VCOMM Lifeline System and interoperable communications protocols. The priorities for training continue to be communications operability, interoperability and continuity of communications as outlined in the National Emergency Communications Plan (NECP). Each Academy will provide standard operation procedural training on the proper usage of the Lifeline System.

Dispatchers will also receive training on all new systems within Vermont's Public Safety Answering Points (PSAP). As part of the plan for ensuring regular usage, once communication upgrades at each PSAP are completed the PSAP Administrator will establish a schedule, as part of the standard operating procedures, for regular testing of the national frequencies, command and control equipment and protocols that are a part of the Lifeline System.

Training is announced through the Academies web sites. Outreach and user information are provided through the VCOMM web site.

NIMS training and compliance have been and continue to be a priority for Vermont. As outlined in the SCIP as well as one of the objectives of the NECP, the need to establish and provide a NIMS Communications Unit Leader (COML) course is critical for continuity of command and interoperable communications during significant and critical incidents. Vermont will address this need by offering COML training through its Public Safety Academies.

Alignment to TICP AAR, or other Assessment/Tool (not to exceed a ½ page):

The only communications training related recommendation in Vermont's TICP AAR was to hold additional training for command staff on the purpose and importance of identifying a COML early in an incident, and providing that person with clear instructions. As a result of this recommendation, COML training will be provided to the Critical Incident Dispatch Team and the Vermont State Police Command Staff as well as Emergency Communications Dispatchers. This project will ensure that this training is available not only for Command and Incident Dispatch staff, but others who may be part of Incident Command.

Vermont received one SAFECOM Scorecard recommendation relating to this project. The recommendation was to initiate basic and advanced training and exercises on SOPs (include communications unit implementation consistent with the TICP) to ensure that all participating first responder agencies attain and maintain NIMS/ICS compliance. Through this proposed project, Vermont will address the training component by offering basic level and in-service training that includes the use of standardized interoperable communications protocols (SOPs) on the use of Vermont's Lifeline System and a NIMS compliant Communication Unit Leader (COML) course to Vermont's first responders, stakeholders and emergency communications

dispatchers.

Governance *(not to exceed a ½ page):*

The Vermont Communications (VCOMM) board was established through Executive Order to identify, develop and implement a statewide interoperable communications network. VCOMM is made up of multi-jurisdictional, multi-disciplinary representatives from Vermont’s first responder communities as well as state and federal stakeholders.

The Chair of the VCOMM Board will update the Commissioner of the Department of Public Safety (SAA) on the progress of the statewide communications project. VCOMM reports to the Commissioner of Public Safety (SAA) who has the responsibility by statute to brief the Governor’s Office and the Legislative Oversight Committees on the progress of the project.

In alignment with the SAFECOM guidance, three sub-committees were established as follows: Technical Committee, Operational Committee and an Institutional Committee. In addition to these three sub-committees, a Steering Committee has been created to provide broad oversight of the project to ensure that all sub-committees are working towards a common goal. The Steering Committee is also responsible for budgetary oversight and working with other members of state and municipal government for the coordination of all plans and activities that are directly related to interoperable communications.

VCOMM will work with the Vermont Public Safety Academies through the Vermont Homeland Security Unit to incorporate standardized interoperable communications protocols (SOPs) on the use of Vermont’s Lifeline System into basic level and in-service training courses. VCOMM will also work with the Public Safety Academies on incorporating Communications Unit Leader (COML) training into the Public Safety Academies training program. The Academies are responsible for all NIMS/ICS training and are required to submit quarterly progress reports to the Vermont Homeland Security Unit for the purposes of tracking training progress.

Performance Measure(s) and Basis of Evaluation *(not to exceed a ½ page):*

During the grant period of performance, Vermont will incorporate interoperable communications protocols into basic level and in-service training courses through Vermont’s Public Safety Academies. A minimum of four basic level training courses will be conducted through Vermont’s Police and Fire Academies for first responders and stakeholders. In-service training for emergency communications dispatchers will be provided along with a NIMS compliant Communications Unit Leader (COML) course. Over 100 public safety professionals will receive training during this grant performance period. Each Academy will be required to provide quarterly status updates that will assist with measuring the impact of this project.

Milestones *(not to exceed a ½ page):*

Milestone #1: Start: September 1, 2008 End: January 1, 2009

Incorporate interoperable communications protocols into basic level and in-service training courses through Vermont's Public Safety Academies.

Milestone #2: Start: January 1, 2009 End: July 31, 2010

Provide NIMS compliant Communication Unit Leader courses along with basic and in-service level training on interoperable communications protocols to Vermont's first responders, stakeholders and emergency communications dispatchers.

Challenges/Risks *(not to exceed a ½ page):*

One potential challenge to this project will be the identification of qualified people able to attend the Communications Unit Leader (COML) training.

Budget *(not to exceed 1 page):*

This project will only address the training component of this application. The pass through requirement will be met through an MOU between the SAA and VCOMM and funding will be provided to Vermont's Public Safety Academies for the purposes of interoperable communications training. VCOMM has multi-jurisdictional, multi-disciplinary and intergovernmental representation.

This funding will be used to provide training on interoperable communications solutions and protocols as a component of basic level and in-service training for first responders, stakeholders and emergency communications dispatchers. This training will be provided through Vermont's existing Public Safety Academies and authorized training providers.

Vermont has made training in NIMS and ICS a priority for all first responders. An understanding of NIMS command and management by objectives concepts and principals is crucial in the success of incident management. A portion of this funding will be used to provide NIMS certified Communications Unit Leader training.

All SOPs are NIMS compliant and incorporate standardization such as the use of plain language.

It is expected that costs incurred with this project will be \$40,000. This dollar amount was estimated based on the average cost of providing basic level and in-service training through Vermont's two Public Safety Academies in a two-year period. The \$40,000 requested for the training component of this application represents 20% of this total cost.

<p>1st Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>Milestone #1 seeks to incorporate interoperable communications protocols into basic level and in-service training courses through Vermont’s Public Safety Academies. The outcome of this milestone will be to allow for standardized training for all of Vermont’s first responders, stakeholders and emergency communications dispatchers.</p>
<p>2nd Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>Milestone #2 seeks to provide NIMS compliant Communications Unit Leader courses and basic and in-service level training on interoperable communications protocols to Vermont’s first responders, stakeholders and emergency communications dispatchers. This training will result in improved interoperable communications applications and procedures during critical and significant incidents.</p>
<p>3rd Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>Milestone #2 seeks to provide NIMS compliant Communications Unit Leader courses and basic and in-service level training on interoperable communications protocols to Vermont’s first responders, stakeholders and emergency communications dispatchers. This training will result in improved interoperable communications applications and procedures during critical and significant incidents.</p>
<p>4th Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>Milestone #2 seeks to provide NIMS compliant Communications Unit Leader courses and basic and in-service level training on interoperable communications protocols to Vermont’s first responders, stakeholders and emergency communications dispatchers. This training will result in improved interoperable communications applications and procedures during critical and significant incidents.</p>

FY 2008 IECGP, Project #2 - Exercises

IECGP Objective *(not to exceed a ½ page):*

The objective of this project will be to design, conduct and evaluate one Homeland Security Exercise & Evaluation Program (HSEEP) compliant communications-specific workshop, tabletop and drill in each of Vermont’s four Public Safety Districts. These exercises will focus on the use of existing interoperable communications solutions and standard operating protocols. Vermont will continue to utilize an exercise building block methodology that has had a history of

success. Interoperable communications exercise programs tailored to each region will be developed through this methodology which ensures a consistent delivery method. This project will address the preparedness level of first responders and will identify interoperable communications challenges, needs and areas for improvement. This proposed exercise program allows for a logical progression of communications preparedness by increasing the size, complexity and stress factor over time, while allowing for significant learning opportunities that compliment, build upon and directly lead into one another effectively. Furthermore, this exercise program will lead to the enhancement of knowledge, skills and abilities across all disciplines, jurisdictions and all levels of government.

Alignment to IECGP Priority Groups:

Please select the Priority Group and Objective(s) to which this project aligns:

- Priority Group 1, Leadership and Governance.**
 - Establishment of formal interoperable emergency communications governance structures.

Or:

- Priority Group 2, Common Planning and Operational Protocols and Emergency Responder Skills and Capabilities.**
 - Establishment of common planning and operational protocols;
 - Enhancement of emergency responder skills and capabilities through training and exercises.

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For State/Territory-level Projects Only:

Per the FY 2008 IECGP funding objectives, State and Territory level applicants are expected to prioritize Priority 1 Group objectives over Priority Group 2. Applicants must answer the following questions about Priority Group 1, Leadership and Governance. If applicants are unable to check all of the following boxes, it is expected that FY 2008 IECGP funds be directed to meet these minimum expectations prior to choosing Priority Group 2 projects.

- The State or Territory has a formal statewide interoperable emergency communications governance committee, consistent with the FY 2007 Statewide Planning Criteria, which has:
 - representation from each public safety discipline;
 - representation across each level of government: Federal, State, local, and tribal (if applicable);
 - representation from each region within the State or Territory (as applicable, and/or defined in the SCIP);
 - executive or legislative authority and a formal charter.

Please also verify the following:

- The State or Territory has hired a full-time statewide interoperability coordinator with sufficient capabilities/resources (e.g., project management, technical expertise) to effectively execute his/her mission, consistent with the FY 2007 Statewide Planning Criteria.

If not, please provide an explanation of why and how the State or Territory intends on ensuring SCIP implementation efforts are effectively coordinated statewide.

The Vermont Communications (VCOMM) Steering Committee is responsible for all activities related statewide interoperable communications coordination including the implementation of the SCIP and aligning the SCIP to the NECP. The Steering Committee is comprised of the VCOMM Chair – representing the Vermont Police Chiefs’ Association, two Co-Chairs – representing the Vermont Sheriffs’ Association and Vermont’s Criminal Justice Services, the

Operational Committee Chair – representing the Vermont National Guard, the Institutional Committee Chair – representing local law enforcement, the Technical Committee Chair – representing the Vermont State Firefighter’s Association and a Vermont Homeland Security Unit Liaison to VCOMM. Lieutenant Michael J. Manning, the Vermont Homeland Security Unit Liaison to VCOMM, is the primary point of contact for interoperable communications coordination.

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Alignment to SCIP Goals, Objectives, and/or Initiatives *(not to exceed 1 page):*

The overall goal of Vermont’s SCIP is to build a two-way radio system and mobile data network that will be offered to all public safety emergency service providers (ESP) allowing for effective communication throughout the state. Section 7.1, pages 33 -35 of Vermont’s SCIP, discusses the Statewide Training and Exercise Program and outlines the state’s exercise goals to:

1. Prevent or limit loss of life or property to Vermont communities by increasing preparedness.
2. Reduce Vermont’s vulnerability to all-hazard emergencies.
3. Minimize the damage and recover from any all-hazard emergencies that do occur.

The objective of this project is to design, conduct and evaluate one HSEEP compliant communications-specific workshop, tabletop and drill in each of Vermont’s four Public Safety Districts. This objective will support the exercise goals outlined in Vermont’s SCIP through the use and evaluation of existing communications solutions and protocols. All exercises coordinated and funded through the Vermont Communications (VCOMM) Board and the Vermont Homeland Security Unit (VTHSU) are based upon the guidance provided through HSEEP.

Vermont has directly integrated its efforts within the national homeland security community by adopting similar overarching goals for the state, and refining objectives to improve domestic preparedness activities. Additionally, by participating in the national framework approach, Vermont is able to maximize opportunities to share best practices and lessons learned with communities of interest throughout the United States. One of the ways in which Vermont will accomplish its goal of preventing or limiting loss of life or property within the state will be to enhance and exercise communications and equipment to include:

- State Public Safety
- Critical Incident Dispatch
- Mobile Command Post
- Cellular/mobile phones
- Landline/telephone

Vermont’s jurisdictions possess different levels of preparedness regarding all-hazard prevention, response and recovery capabilities. In alignment with DHS and Vermont SCIP approach to

exercising, the exercise building block approach will be used to ensure the successful progression in exercise design, complexity and execution allowing for the appropriate training and preparation to take place in the communities participating in the exercise programs.

Alignment to TICP AAR, or other Assessment/Tool *(not to exceed a ½ page):*

Vermont's TICP AAR noted the following recommendations:

- The need to initiate basic and advanced training and exercises on SOPs (include communications unit implementation consistent with the TICP) to ensure that all participating first responder agencies attain and maintain NIMS/ICS compliance.
- Regularly test and exercise deployment of all applicable regional interoperability resources, including gateways and shared channels, to improve proficiency.
- Consider adding communications interoperability as a component of all future exercises.

The goal of Project #2 – Exercises is to design, conduct and evaluate a total of 12 HSEEP compliant communications-specific exercises across Vermont. These exercises will use existing Standard Operating Procedures for the use of the national calling and tactical channels and existing equipment and infrastructure that is part of the Lifeline System. First responders have had and will continue to receive NIMS/ICS training as part of Vermont's enduring efforts to maintain NIMS compliance. The exercises will provide first responders with a means to practically implement and maintain training and become more familiarized with the Standard Operating Procedures.

Dispatchers will receive training on all new systems within Vermont's Public Safety Answering Points (PSAP). As part of the plan for ensuring regular usage, once communication upgrades at each PSAP are completed the PSAP Administrator will establish a schedule, as part of the standard operating procedures, for regular exercising of the national frequencies, command and control equipment and protocols that are a part of the Lifeline System.

Vermont's SCIP discusses the state's actions for addressing the recommendation to add communications interoperability as a component of all future exercises. Localized training and exercising conducted through individual departments are encouraged to use the national calling and tactical channels. An objective of the VTHSU funded exercises will be to discuss and/or utilize the national calling and tactical channels. The twelve exercises proposed for this project are in addition to these efforts that are already currently underway.

Governance *(not to exceed a ½ page):*

The Vermont Communications (VCOMM) board was established through Executive Order to identify, develop and implement a statewide interoperable communications network. VCOMM is made up of multi-jurisdictional, multi-disciplinary representatives from Vermont's first responder communities as well as state and federal stakeholders.

The Chair of the VCOMM Board will update the Commissioner of the Department of Public Safety (SAA) on the progress of the statewide communications project. VCOMM reports to the

Commissioner of Public Safety (SAA) who has the responsibility by statute to brief the Governor's Office and the Legislative Oversight Committees on the progress of the project.

In alignment with the SAFECOM guidance, three sub-committees were established as follows: Technical Committee, Operational Committee and an Institutional Committee. In addition to these three sub-committees, a Steering Committee has been created to provide broad oversight of the project to ensure that all sub-committees are working towards a common goal. The Steering Committee is also responsible for budgetary oversight and working with other members of state and municipal government for the coordination of all plans and activities that are directly related to interoperable communications.

VCOMM will work with the VTHSU Exercise staff on a communications-specific exercise program. The VTHSU Exercise staff will be responsible for designing and conducting the HSEEP compliant communications-specific exercises outlined in this Project.

Performance Measure(s) and Basis of Evaluation *(not to exceed a ½ page):*

During the performance period of the IECGP, Vermont will design, conduct and evaluate one HSEEP compliant communications-specific workshop, tabletop and drill in each of Vermont's four Public Safety Districts. The two VTHSU Exercise Planners will be responsible for following up with participating organizations for the purposes of writing After-Action Reports.

Milestones *(not to exceed a ½ page):*

Milestone #1 Start: 11-01-2008 End: 02-28-09

Design, conduct and evaluate one HSEEP compliant workshop in each of Vermont's four Public Safety Districts.

Milestone #2 Start: 03-01-09 End: 08-31-09

Design, conduct and evaluate one HSEEP compliant TTX in each of Vermont's four Public Safety Districts.

Milestone #3 Start: 09-01-09 End: 02-28-10

Design, conduct and evaluate one HSEEP compliant drill in each of Vermont's four Public Safety Districts.

Challenges/Risks *(not to exceed a ½ page):*

The major challenge faced by Vermont in regards to exercises is first responder participation. Many of Vermont's first responders are volunteers and have limited time to devote to the

planning and participation of exercises.

Budget (not to exceed 1 page):

This project will only address the exercise component of this application. The pass through requirement will be met through an MOU between the SAA and VCOMM and awards will be provided to Vermont's local first responder communities that will participate in the HSEEP exercises within each Public Safety District.

The Vermont Homeland Security Exercise Planners have estimated, based on actual costs of past exercises of similar scope and size, that the exercise program development for each Public Safety District will cost \$5,000, with total projected exercise costs being \$20,000.

These costs will assist in the design and development, conduct and evaluation of exercises, and the implementation of improvement plan activities identified through the exercises.

<p>1st Quarter Activity</p>	<p>Expected Outcome (not to exceed a ¼ page):</p> <p>In alignment with Milestone #1, the expected outcome in the first quarter will be to begin the process of designing, developing, exercising, evaluating and improvement planning for one workshop in each of the four Public Safety Districts.</p>
<p>2nd Quarter Activity</p>	<p>Expected Outcome (not to exceed a ¼ page):</p> <p>The outcome for the second quarter will be to complete Milestone #1, the designing, developing, exercising, evaluating and improvement planning processes for one workshop in each of the four Public Safety Districts.</p>
<p>3rd Quarter Activity</p>	<p>Expected Outcome (not to exceed a ¼ page):</p> <p>In the third quarter Vermont will begin to implement Milestone #2 to design, conduct and evaluate one HSEEP compliant TTX in each of Vermont's four Public Safety Districts.</p> <p>After the first two TTXs are conducted, VCOMM will reevaluate the needs for additional first responder and stakeholder training, technology gaps and changes to the communications protocols.</p>
<p>4th Quarter Activity</p>	<p>Expected Outcome (not to exceed a ¼ page):</p> <p>The outcome for the fourth quarter will be to complete Milestone #2, the designing, developing, exercising, evaluating and improvement planning processes for one TTX in each of the four Public Safety Districts.</p>

	<p>During the fourth quarter Vermont will begin to implement Milestone #3, the designing, developing, exercising, evaluating and improvement planning processes for one drill in each of the four Public Safety Districts.</p> <p>After the drills are conducted during the second year of this project, Vermont will then have a clear picture on needed improvements of planning, training and usage based upon the After Actions Reports to tailor additional training and exercises for the future. The After Actions Reports will highlight best practices and identify gaps for future funding priorities.</p>
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FY 2008 IECGP, Project #3 - Planning

IECGP Objective *(not to exceed a 1/2 page):*

The national calling and tactical channels are the basis of the Lifeline System. Over the past 18 months, Vermont has had difficulty obtaining the proper frequency licenses for these channels due to potential harmful interference with Canada.

Based on these challenges, VCOMM has had to reassess the Statewide Interoperable Communications project. These reassessments have occurred since the final submission of the SCIP in March 2008.

The objective of this project will be to address new planning needs identified in the revised assessment process. Specifically, this project will hire short term contractors, who are subject matter experts, to address the following:

- NEPA studies
- Engineering reports
- Site feasibility studies
- Communications equipment inventories
- Channel assessments

These required planning activities are critical to the build out of the VCOMM Lifeline System.

Alignment to IECGP Priority Groups:

Please select the Priority Group and Objective(s) to which this project aligns:

- Priority Group 1, Leadership and Governance.**
 Establishment of formal interoperable emergency communications governance structures.

Or:

X Priority Group 2, Common Planning and Operational Protocols and Emergency Responder Skills and Capabilities.

- X Establishment of common planning and operational protocols;
- Enhancement of emergency responder skills and capabilities through training and exercises.

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For State/Territory-level Projects Only:

Per the FY 2008 IECGP funding objectives, State and Territory level applicants are expected to prioritize Priority 1 Group objectives over Priority Group 2. Applicants must answer the following questions about Priority Group 1, Leadership and Governance. If applicants are unable to check all of the following boxes, it is expected that FY 2008 IECGP funds be directed to meet these minimum expectations prior to choosing Priority Group 2 projects.

- X The State or Territory has a formal statewide interoperable emergency communications governance committee, consistent with the FY 2007 Statewide Planning Criteria, which has:
 - X representation from each public safety discipline;
 - X representation across each level of government: Federal, State, local, and tribal (if applicable);
 - X representation from each region within the State or Territory (as applicable, and/or defined in the SCIP);
 - X executive or legislative authority and a formal charter.

Please also verify the following:

- The State or Territory has hired a full-time statewide interoperability coordinator with sufficient capabilities/resources (e.g., project management, technical expertise) to effectively execute his/her mission, consistent with the FY 2007 Statewide Planning Criteria.

If not, please provide an explanation of why and how the State or Territory intends on ensuring SCIP implementation efforts are effectively coordinated statewide.

The Vermont Communications (VCOMM) Steering Committee is responsible for all activities related statewide interoperable communications coordination including the implementation of the SCIP and aligning the SCIP to the NECP. The Steering Committee is comprised of the VCOMM Chair – representing the Vermont Police Chiefs’ Association, two Co-Chairs – representing the Vermont Sheriffs’ Association and Vermont’s Criminal Justice Services, the Operational Committee Chair – representing the Vermont National Guard, the Institutional Committee Chair – representing local law enforcement, the Technical Committee Chair – representing the Vermont State Firefighter’s Association and a Vermont Homeland Security Unit Liaison to VCOMM. Lieutenant Michael J. Manning, the Vermont Homeland Security Unit Liaison to VCOMM, is the primary point of contact for interoperable communications coordination.

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Alignment to SCIP Goals, Objectives, and/or Initiatives (not to exceed 1 page):

Vermont’s SCIP has identified the following challenges:

- Expectations by the public that emergency service providers can communicate

- Inadequate radio coverage throughout the state
- Channel congestion
- Interference issues
- Dramatically changing wireless communications environment

The SCIP has also identified the following goals:

1. Provide good to excellent mobile coverage.
2. Minimize new construction and permitting challenges.
3. Allow first responder agencies to maintain their own radio systems with an access to an interoperable network.
4. Keep the financial investment practical.

These challenges and goals are outlined under pages 11-13 in the SCIP.

Within the State of Vermont, the majority of first response agencies utilize either UHF (law enforcement) or VHF (fire services and emergency medical services). The largest communications system within Vermont is the Vermont State Police UHF radio system. Every law enforcement agency within the state has the capability to operate on this system. Vermont's first responder agencies will continue to maintain their own radio systems but will also have access to the Lifeline System once complete (Page 29 of the SCIP).

One of the proposed initiatives for this project is to conduct a statewide communications equipment inventory. This will assist with identifying current capabilities as well as plan for future capabilities.

The VCOMM Lifeline System will allow for existing legacy systems to be managed and maintained by their respective parent agencies. System upgrades and the acquisition and deployment of P-25 compliant equipment and advanced gateway technology at the Public Safety Answering Points will allow for the utilization of the national calling and tactical channels. These gateway devices will have the ability to establish communications with IP-based and 700 MHz systems. The system technology will have the ability to migrate to an IP-based platform during future phases of the project (Page 30 of the SCIP).

The funds will address the necessary planning assessments relating to the goals and challenges identified in the SCIP. Once planning is completed, other funding sources will be leveraged to implement these goals.

Alignment to TICP AAR, or other Assessment/Tool *(not to exceed a ½ page):*

Vermont is building a Lifeline System based upon existing national calling and tactical channels. The use of these national frequencies will allow first responders from any part of Vermont to communicate with one of the Public Safety Answering Points located throughout the state and provide tactical frequencies, alleviating channel congestion, during tactical operations at an incident. However, over the past 18 months, Vermont has had difficulty obtaining the proper frequency licenses for these channels due to potential harmful interference with Canada. Based

on these challenges, VCOMM has had to reassess the Statewide Interoperable Communications project.

There were no TICP AAR or SAFECOM Scorecard recommendations pertaining to the planning objectives identified in this Project. However, planning continues to be an integral component of the statewide interoperable communications plan. The Lifeline System will involve upgrades to existing state, county, local and privately owned towers and dispatching facilities. NEPA studies, engineering reports and site feasibility studies are necessary planning initiatives needed prior to and during the build-out of the Lifeline System. VCOMM must continue to assess communications assets and available frequencies in the goal of utilizing national calling and tactical channels as identified both in the SCIP and the NECP.

Governance *(not to exceed a ½ page):*

The Vermont Communications (VCOMM) board was established through Executive Order to identify, develop and implement a statewide interoperable communications network. VCOMM is made up of multi-jurisdictional, multi-disciplinary representatives from Vermont's first responder communities as well as state and federal stakeholders.

The Chair of the VCOMM Board will update the Commissioner of the Department of Public Safety (SAA) on the progress of the statewide communications project. VCOMM reports to the Commissioner of Public Safety (SAA) who has the responsibility by statute to brief the Governor's Office and the Legislative Oversight Committees on the progress of the project.

In alignment with the SAFECOM guidance, three sub-committees were established as follows: Technical Committee, Operational Committee and an Institutional Committee. In addition to these three sub-committees, a Steering Committee has been created to provide broad oversight of the project to ensure that all sub-committees are working towards a common goal. The Steering Committee is also responsible for budgetary oversight and working with other members of state and municipal government for the coordination of all plans and activities that are directly related to interoperable communications.

The Technical Committee continues to work on finalizing the network to ensure compliance with federal standards and the needs of the first responders and stakeholders. Additional responsibilities include working closely with the Frequency Coordinator, FCC, and legislative committees to obtain channels for the Lifeline network.

The Operational Committee will distribute the SOP to the first responder community and update the document as the system matures. The Operational Committee continues to evaluate the needs of the first responder community and make recommendations for training.

The Institutional Committee is working on developing a system of conducting business and rules to govern the VCOMM proceedings.

Performance Measure(s) and Basis of Evaluation *(not to exceed a ½ page):*

The ability to continue and complete the planning and assessment process for the VCOMM Lifeline will allow VCOMM to begin the infrastructure build-out and technological upgrades to Vermont's nine Public Safety Answering Points (PSAP).

Upon completion of these efforts, VCOMM will begin the purchasing of equipment and contracting for the construction and technology upgrades.

Milestones *(not to exceed a ½ page):*

Milestone #1 Start: 09-01-08 End: 10-15-08

Design Request For Proposals (RFP) to contract for the following planning activities: NEPA studies, engineering reports, site feasibility studies, communications equipment inventories and channel assessments.

Milestone #2 Start: 10-15-08 End: 01-15-09

Post, receive and review Proposals.

Milestone #3 Start: 01-15-09 End: 07-31-10

Award contracts to approved vendors and monitor progress of contracts.

Challenges/Risks *(not to exceed a ½ page):*

The most significant challenge identified in the SCIP (page 10) is FCC coordination with Canada for the purposes of obtaining frequency licenses. Over the past year and a half Vermont has submitted and re-submitted applications with modifications to the FCC for the licensing of the sites to be used for the VCOMM Lifeline. Industry Canada has repeatedly rejected Vermont's applications due to potentially harmful interference to Canadian communication licensees. The national calling channels were established within the United States for public safety use; however, Canada does not establish blocks of frequencies for public safety.

As a result of coordinated efforts by all parties, a meeting was recently held to include representatives from Industry Canada, the FCC and VCOMM as well as VCOMM's Frequency Coordinator and Vermont's Congressional Delegation. During the meeting Industry Canada agreed to on-air testing of the frequencies VCOMM plans to use for the Lifeline as a way to decrease application processing times. The on-air testing will determine what specific sites can be used for the VCOMM Lifeline.

Once these sites are identified, VCOMM will be able to move forward with the RFP process for the build-out of the Lifeline System. The requested FY 2008 IECGP planning funds will allow for the NEPA studies, engineering reports, site feasibility studies, communications equipment

<p>inventories and channel assessments that must be completed prior to the construction phase of the project.</p>	
<p>Budget <i>(not to exceed 1 page):</i></p> <p>This project will only address the planning component of this application. The pass through requirement will be met through an MOU between the SAA and VCOMM and funding will be used to secure contracts for the objectives identified in this Project. VCOMM has multi-jurisdictional, multi-disciplinary and intergovernmental representation.</p> <p>Five short-term contract positions are identified in this Project. It is expected that the combined total cost of these contracts will not exceed \$175,675.</p>	
<p>1st Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>During the first quarter of the IECG program, Vermont will complete Milestone #1 to design the Request For Proposals (RFP) to contract for the following planning activities: NEPA studies, engineering reviews, site engineering management, communications equipment inventories and channel assessments.</p>
<p>2nd Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>During the second quarter of the IECG program, Vermont will complete Milestone #2 to post, receive and review the Proposals.</p>
<p>3rd Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>During the third quarter Vermont will complete the portion of Milestone #3 to issue contracts.</p>
<p>4th Quarter Activity</p>	<p>Expected Outcome <i>(not to exceed a ¼ page):</i></p> <p>During the fourth quarter, and throughout the remainder of this grant program, VCOMM and the Vermont Homeland Security Unit will monitor the status of the contracts.</p>



**Interoperable Emergency Communications Grant Program (IECGP)
Programmatic Review Feedback for IECGP Grantees**

Vermont (VT)

Summary

IECGP Application	Federal Funds Requested	Status
Portfolio Narrative and Budget	-	Approved
Management and Administration – State Level	\$7,200.00	Approved
1. Communications Unit Leader Training and Standard Operating Procedure Training	\$40,000.00	Approved
2. Conduct Tabletop Exercise in Each Public Safety District	\$20,000.00	Approved
3. Address State Planning Needs to Build Out Statewide System	\$175,675.00	Approved
Total Award	\$242,875.00	Approved

P/S
P/S
P/S, O/E + Grants
P/S-contrac

In accordance with the IECGP Guidance and Application Kit, the Federal Emergency Management Agency (FEMA) has approved Vermont's IECGP Application. A notice has been issued to the applicant and the funds have been released. The Office of Emergency Communications (OEC) and FEMA reviewers examined the State's application and offer the following feedback on your portfolio and projects for your consideration.

Portfolio Feedback

- General Program Requirements:** Proposed projects comply with Priority Groups and funding will be utilized prior to the close of Fiscal Year (FY) 2010
- Allowable Costs:** Proposed projects comply with allowable costs
- Portfolio Narrative:** Describes relationship of priorities and needs to the Statewide Communication Interoperability Plan (SCIP) and provides an overview of governance structure to oversee grant
- Portfolio Budget:** Includes budget itemized by allowable cost category

Portfolio comments: Overall, the reviewers agreed that the projects will enhance interoperable emergency communications capabilities across the State. The reviewers noted that these projects aligned with the goals, objectives, and initiatives identified in the SCIP. The reviewers believed the application was well-written, provided useful details, and clearly communicated the State's current interoperable emergency communications capabilities and needs. In particular, the reviewers noted the detail offered on Vermont's governance structure. However, the reviewers believed the application could have been stronger if the budget had been broken down by anticipated expenditures within allowable cost categories.



Interoperable Emergency Communications Grant Program (IECGP) Programmatic Review Feedback for IECGP Grantees

Project Feedback

Reviewers agreed that all of Vermont's projects were described well and aligned with its SCIP. With respect to Project 1, the budget narrative was informative and the milestones specified start and end dates. Project 2 was well written and described the productive working relationships among the regions within the State. The reviewers believed that Project 3 was clearly aligned with the goals, objectives and initiatives defined in the SCIP. The reviewers noted that the project milestones had start and end dates, which is a best practice for project management.

Considerations for future applications: The reviewers felt the application could have been stronger if the budget had been presented in a table format and if it had included additional information, to include a breakdown of anticipated expenditures within allowable cost categories.

Determination: Overall, all proposed projects met IECGP requirements and were approved for funding. Throughout the period of performance, FEMA will monitor the milestones and budget reports to ensure that objectives are met on schedule and within the scope of allowable costs.

