

**BUDGET INFORMATION - Non-Construction Programs**

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. SLIGP	11.549	\$	\$	\$ 1,645,561.00	\$ 411,386.00	\$ 2,056,947.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 1,645,561.00	\$ 411,386.00	\$ 2,056,947.00
SECTION B - BUDGET CATEGORIES						
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY					
	(1) FEDERAL	(2) NON-FEDERAL	(3)	(4)	Total (5)	
a. Personnel	\$ 11,240.00	\$ 281,401.00	\$	\$	\$ 292,641.00	
b. Fringe Benefits	5,789.00	129,688.00			135,477.00	
c. Travel	165,000.00	0.00			165,000.00	
d. Equipment	0.00	0.00			0.00	
e. Supplies	3,548.00	297.00			3,845.00	
f. Contractual	1,341,984.00	0.00			1,341,984.00	
g. Construction	0.00	0.00			0.00	
h. Other	118,000.00	0.00			118,000.00	
i. Total Direct Charges (sum of 6a-6h)	1,645,561.00	411,386.00		0.00	2,056,947.00	
j. Indirect Charges					0.00	
k. TOTALS (sum of 6i and 6j)	\$ 1,645,561.00	\$ 411,386.00	\$	\$ 0.00	\$ 0.00	\$ 2,056,947.00
7. Program Income		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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SECTION C - NON-FEDERAL RESOURCES						
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS		
8. State and Local Implementation Grant Program	\$	411,386.00 \$	\$	411,386.00	\$	411,386.00
9.				0.00		0.00
10.				0.00		0.00
11.				0.00		0.00
12. TOTAL (sum of lines 8-11)	\$	0.00 \$	411,386.00 \$	0.00	0.00 \$	411,386.00
SECTION D - FORECASTED CASH NEEDS						
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
	\$	0.00 \$	\$	\$	\$	\$
13. Federal						
14. Non-Federal	0.00					
15. TOTAL (sum of lines 13 and 14)	\$	0.00 \$	0.00 \$	0.00 \$	0.00 \$	0.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT						
(a) Grant Program	FUTURE FUNDING PERIODS (Years)					
	(b) First	(c) Second	(d) Third	(e) Fourth		
16.State and Local Implementation Grant Program	\$	\$	\$	\$	\$	\$
17.						
18.						
19.						
20. TOTAL (sum of lines 16-19)	\$	0.00 \$	0.00 \$	0.00 \$	0.00 \$	0.00
SECTION F - OTHER BUDGET INFORMATION						
21. Direct Charges:						
\$2,056,947	22. Indirect Charges:					
23. Remarks:						

## INSTRUCTIONS FOR THE SF-424A

Public reporting burden for this collection of information is estimated to average 180 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0044), Washington, DC 20503.

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

### General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the latter case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

### Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a *single* Federal grant program (Federal Domestic Assistance Catalog number) and *not requiring* a functional or activity breakdown, enter on Line 1 under Column (a) the Catalog program title and the Catalog number in Column (b).

For applications pertaining to a *single* program *requiring* budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the Catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the Catalog program title on each line in *Column* (a) and the respective Catalog number on each line in Column (b).

For applications pertaining to *multiple* programs where one or more programs *require* a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

### Lines 1-4, Columns (c) through (g)

*For new applications*, leave Column (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

*For continuing grant program applications*, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

*For supplemental grants and changes* to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

**Line 5** - Show the totals for all columns used.

### Section B Budget Categories

In the column headings (1) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

**Line 6a-i** - Show the totals of Lines 6a to 6h in each column.

**Line 6j** - Show the amount of indirect cost.

**Line 6k** - Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

**Line 7** - Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount, Show under the program

## INSTRUCTIONS FOR THE SF-424A (continued)

narrative statement the nature and source of income. The estimated amount of program income may be considered by the Federal grantor agency in determining the total amount of the grant.

### Section C. Non-Federal Resources

**Lines 8-11** Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

**Column (a)** - Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

**Column (b)** - Enter the contribution to be made by the applicant.

**Column (c)** - Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

**Column (d)** - Enter the amount of cash and in-kind contributions to be made from all other sources.

**Column (e)** - Enter totals of Columns (b), (c), and (d).

**Line 12** - Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f), Section A.

### Section D. Forecasted Cash Needs

**Line 13** - Enter the amount of cash needed by quarter from the grantor agency during the first year.

**Line 14** - Enter the amount of cash from all other sources needed by quarter during the first year.

**Line 15** - Enter the totals of amounts on Lines 13 and 14.

### Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

**Lines 16-19** - Enter in Column (a) the same grant program titles shown in Column (a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

**Line 20** - Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

### Section F. Other Budget Information

**Line 21** - Use this space to explain amounts for individual direct object class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

**Line 22** - Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

**Line 23** - Provide any other explanations or comments deemed necessary.

## SLIGP Detailed Budget Spreadsheet-Revised June 12

Category	Detailed Description of Budget (for full grant period)			Breakdown of Costs		Comments
	Quantity	Unit Cost	Total Cost	Federal	Non-Federal	
<b>a. Personnel</b>						
SWIC The SWIC will spend 70% of the time on SLIGP grant activities for 3.5 years non-federal. The SWIC's annual salary is \$53,333.33 x 70% = \$37,333.33 x 3.5yrs = \$130,665 non-federal. \$53,333 x 42.15% = 22,480 annual x 0.5 year = \$11,240 Federal	4.0 years	\$35,476	\$141,905	\$11,240	\$130,665	
Administrative Support Coordinator One administrative support coordinator will spend 100% of their time on the project for 3.5 years. The Staff Member annual salary is \$40,000. \$40,000 x 100% = \$40,000.	4	\$40,000	140000		\$140,000	
Pre Award Grant Preparation Time- Time of State Employees working on SLIGP Grant Application Packet. 350.75 hours at an average rate of \$30.61/hr	350.75 hours	\$30.61per hr	\$10,736		\$10,736	
<b>Total Personnel</b>			<b>\$292,641</b>	<b>\$11,240</b>	<b>\$281,401</b>	
<b>b. Fringe Benefits</b>						
SWIC Fringe is calculated at an average of 51.43% of total salary costs. \$130,6650*.5142857 non-federal=67,199.14. \$11,240*.51583=5798 Federal.	\$141,905	51.43%	\$72,988	\$5,789	\$67,199	
Administrative Support Coordinator Fringe is calculated at 48% of salary, for the portion of time spent on SLIGP activities (100%). <b>Only \$62489 is needed to meet the match requirement.</b>	\$140,000	48%	\$62,489		\$62,489	
<b>Total Fringe Benefits</b>			<b>\$135,477</b>	<b>\$5,789</b>	<b>\$129,688</b>	
<b>c. Travel</b>						
	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>	

Pre Award Travel for Regional and National Meetings with FirstNet 10 individuals will attend 1 meeting Airfare is estimated at \$750/ticket; hotel is estimated at \$200/night for two nights; per diem is estimated at \$75/day for two days, \$200 local allowable expenses, for a total of \$1500/trip	10 trips	\$1,500.00	\$15,000	\$15,000	
Travel for Regional and National Meetings with FirstNet 5 individuals will attend 20 meetings Airfare is estimated at \$750/ticket; hotel is estimated at \$200/night for two nights; per diem is estimated at \$75/day for two days; approved travel expenses ie. taxi, luggage fees,local travel, parking \$200 for a total of \$1500/trip x 5 individuals	20 trips	\$7,500	\$150,000	\$150,000	
<b>Total Travel</b>			<b>\$165,000</b>	<b>\$165,000</b>	<b>\$0</b>
<b>d. Equipment</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>
N/A	0	\$0	\$0	\$0	
<b>Total Equipment</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>e. Supplies</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>
Posters, brochures, and other printed material to be used at emergency services conferences. Printing and material costs for conducting outreach & education grant-related work. Free standing educational poster \$600, memory sticks \$200, conference handouts & reference material \$2,000, posters \$348, survey material for 1st responders \$400			\$3,548	\$3,548	
Pre Award Office Supplies for Grant Preparation: Thumb drives \$57, and ink cartridges-\$240			\$297		\$297
<b>Total Supplies</b>			<b>\$3,845</b>	<b>\$3,548</b>	<b>\$297</b>
<b>f. Contractual</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>

Actual



Workshop / Meeting Facilities for local outreach & education sessions and 1st responder conferences. Approximately 20 meetings per year for 4 years that will accommodate up to 100 participants 19.5 meetings x 4years x \$1,025.10 = \$80,000	78.0411	\$1,025	\$80,000	\$80,000	
			\$118,000	\$118,000	\$0
			35,		
<b>Total Direct Charges</b>			\$2,056,947	\$1,645,561	\$411,386
<b>i. Indirect Costs</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Federal</b>	<b>Non-Federal</b>
<b>Total Indirect</b>			\$0	\$0	\$0
<b>TOTALS</b>			\$2,056,947	\$1,645,561	\$411,386


\$0.00

	Federal	Non-Federal
Match		
Proportionality	80.000%	20.000%
Deobligation	(\$206,987)	(\$51,751)
Left to Spend	\$645,699.48	(\$17,551.04)
Goal Ratio (based on federal)	\$1,645,561.00	\$411,390.25
Overmatched		(\$3.86)
Goal Ratio (based on incurred match as of 9/31/16)	\$1,645,545.56	\$411,386.39
Deobligation:	(\$207,002.44)	(\$51,751)
Left to Spend:	\$645,684.04	(\$17,551.04)



## Kentucky SLIGP Budget Narrative- June 2017

### Personnel

<b>Federal:</b>	<b>\$ 11,260</b>
<b>Non-Federal:</b>	<b>\$ 281,401</b>
<b>Total:</b>	<b>\$ 292,641</b>

See the Detailed Budget Spreadsheet for calculations

- SWIC/SPOC (Federal and Non-Federal): The SWIC will provide oversight for the SLIGP grant, ensuring that all activities are completed on time and within budget. The SWIC will be the primary point of contact for consultation with FirstNet, and will work to expand the State's governance structure. The budgeted costs (75% time) are only for the duties associated with public safety broadband and the SLIGP grant, not the additional land mobile radio and general interoperable communication duties of the SWIC. The SWIC's salary/fringe was originally taken as federal (Q1 & Q2) but was changed, starting in Q3, to Non-Federal.
- Administrative Support Coordinator (Non-Federal): This person will provide administrative support to the SWIC, and Project Manager including document preparation, processing travel documentation, record keeping, capturing meeting minutes and general administrative work. He/She will spend 100% of their time on SLIGP grant activities. One hundred percent (100%) of this employee's salary will be provided as an in-kind match. The source of this match is the State's general fund and is not from another Federal source.
- Pre Award Grant Preparation Time (Non-Federal): State Employees time preparing SLIGP Grant Application packet (salary only). The State will donate the time their staff spends to SLIGP Grant preparation and submission as an in-kind match.

### Fringe

<b>Federal:</b>	<b>\$5,789</b>
<b>Non-Federal:</b>	<b>\$129,688</b>
<b>Total:</b>	<b>\$150,522</b>

See the Detailed Budget Spreadsheet for calculations

- SWIC/SPOC (Federal and Non-Federal): Benefits include FICA, unemployment, medical and retirement. This position spends 70% of the time on SLIGP, therefore 70% of the fringe benefits have been allocated to this grant. The SWIC's salary/fringe was originally taken as federal (Q1 & Q2) but was changed, starting in Q3, to Non-Federal.
- Administrative Support Coordinator (Non-Federal): Benefits include FICA, unemployment, medical and retirement. This position spends 100% of the time on SLIGP, therefore 100% of fringe benefits have been allocated to this grant. All of this expense will be provided as an in-kind match from the State's general fund, and is not from another Federal source.

## Travel

<b>Federal:</b>	<b>\$165,000</b>
<b>Non-Federal:</b>	<b>\$0</b>
<b>Total:</b>	<b>\$165,000</b>

See the Detailed Budget Spreadsheet for calculations

- Pre Award Travel for 1 Regional Meeting with FirstNet (Federal): Staff will attend regional meeting with FirstNet and share information and collaborate with other grant recipients from our region. Travel costs include airfare, hotel, per diem and approved expenses for parking, mileage, luggage fees, etc.
- Travel for Regional and National Meetings with FirstNet (Federal): Staff will attend national and regional conferences to meet with FirstNet and share information and collaborate with other grant recipients. Travel costs include airfare, hotel, and per diem. Estimated room costs \$200 per night/per person for 2 days, estimated flights \$750 per flight/per person, \$75 per Diem for 2 days, local travel (parking, taxi, & fees.) \$200.

## Equipment

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

No equipment costs for this grant program.

## Supplies

<b>Federal:</b>	<b>\$3,548</b>
<b>Non-Federal:</b>	<b>\$297</b>
<b>Total:</b>	<b>\$3,845</b>

See the Detailed Budget Spreadsheet for calculations

- Printing and material costs for conducting outreach & education grant-related work. Free standing educational poster \$600, memory sticks \$200, conference handouts & reference material \$2,000, posters \$348, survey material for 1<sup>st</sup> responders \$400
- Pre award Office Supplies (Non-Federal) The State will purchase office supplies for grant preparation to include; printer ink \$240, folders, paper and pens \$57. All of this expense will be provided as an in-kind match from the State's general fund, and is not from another Federal source. Budgeted amounts for this line item reflect actual expenditures from the pre-award period.

**Contractual**

<b>Federal:</b>	<b>\$ 1,341,984</b>
<b>Non-Federal:</b>	<b>\$0</b>
<b>Total:</b>	<b>\$ 1,341,984</b>

See the Detailed Budget Spreadsheet for calculations

- **Project Manager (Federal):** This person will provide project and grant management support, including completing progress reports, managing the project's budget, and ensuring grant activities are completed on time. This position is budgeted for 4 years, with 100% of their time on SLIGP grant activities.
- **Outreach and Education Program Manager (Federal) (Two Positions):** As a program manager, this position initiates and manages the statewide education and outreach program which must reach Kentucky stakeholders in the planned nationwide First Responder Network. These stakeholders include first responders and support services in state, county, and city governments; fire, special purpose, and utility districts; and private sector partners, such as transportation, public utilities, and other potential authorized secondary users. One program manager began work on the program on 11/1/16 and the other began work on 1/1/17.
- **Website Development and Maintenance (Federal):** The State will contract with a website development firm to create and maintain a website for the purpose of public awareness and education on the PSBN. The site would also be used by team, work group, and committee members for reviews and status updates.
- **Data Collection (Federal):** During Phase 2, the State will contract with a data collection firm to gather information about existing infrastructure, potential users, and other information as requested by FirstNet/NTIA.
- **Contracted Consultant (Federal):** The State will contract with a consultation firm to assist the SWIC and Kentucky Wireless Interoperability Executive Committee in the development and execution of strategic planning initiatives related to the PSBN. Assist in the creation and execution of education, outreach and awareness of the PSBN. Provide data validation and support to the Commonwealth.

**Construction**

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

No construction costs for this grant program.

**Other**

<b>Federal:</b>	<b>\$118,000</b>
<b>Non-Federal:</b>	<b>\$0</b>
<b>Total:</b>	<b>\$178,510</b>

See the Detailed Budget Spreadsheet for calculations

- Meals for meeting participants (Federal): Breakfast and Lunch will be provided to those who attend regional meetings and workshops. We anticipate the meetings and workshops to be an entire business day (7:30-4:30).
- Meeting Facilities (Federal): The State will need to obtain meeting facilities to conduct regional workshops and outreach meetings with local first responders and stakeholders.

**Indirect**

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

No indirect costs for this grant program.

**TOTALS**

<b>Federal:</b>	<b>\$1,645,561</b>
<b>Non-Federal:</b>	<b>\$411,386</b>
<b>Total:</b>	<b>\$2,056,947</b>