



# State of New Jersey

Office of Information Technology  
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CHRIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lt. Governor*

E. STEVEN EMANUEL  
*Chief Information Officer*

July 22, 2014

Ebony S. Simmons  
Grants Specialist  
Grants and Agreements Management Division  
100 Bureau Drive, MS 1650  
Gaithersburg, MD 20899

Ms. Simmons

In response to your inquiry dated July 15, 2014 please find the below table which clearly defines the roles and responsibilities of the Office of Information Technology (OIT) and the Office of Homeland Security and Preparedness (OHSP) as it relates to the implementation activities under the State and Local Implementation Grant Program (SLIGP):

Task	OIT	OHSP
Identify funding requirements		✓
Perform community outreach		✓
Perform Project Management of implementation activities		✓
Submit monthly/quarterly reports	✓	
Process funding draw downs	✓	
Comply with all regulations, terms and conditions of the award	✓	✓

As previously stated the Office of Information Technology and the Office of Homeland Security and Preparedness work closely on this project, and under the governance of the Statewide Public Safety Communications Commission, co-chaired by the appointing authorities of each organization, OIT and OHSP.

If you require any further details please let me know. Thank you for your consideration of the sub-award action request.

Sincerely,

E. Steven Emanuel  
Chief Information Officer  
NJ Office of Information Technology