Letter to States/territories on SCIP Implementation Reports

Dear Statewide Interoperability Coordinator or SCIP POC:

The Fiscal Year (FY) 2010 Interoperable Emergency Communications Grant Program (IECGP)[1] requires States and territories to report progress to the Department of Homeland Security's Office of Emergency Communications (OEC) on the initiatives included in your Statewide Communication Interoperability Plan (SCIP) Implementation Report. Attached is the most recent SCIP Implementation Report we have for your State or territory. **Per the IECGP requirement, please complete the 2010 template report with your State or territory's information and return it by email to OEC (oec@hq.dhs.gov) by [TBD].** Below is further background on the SCIP Implementation Reports and guidance for updating the report and meeting the IECGP reporting requirement. If you have further questions regarding this requirement, please contact **oec@hq.dhs.gov**.

Background on SCIP Implementation Reports

Based on the SCIP your State or territory submitted in 2009 and in an effort to summarize and support your efforts going forward, OEC developed SCIP Implementation Reports for each State and territory to provide an overview of your current status of interoperable communications and identify specific initiatives from your SCIP.

The 9/11 Act, which created the IECGP, requires States and territories to submit annual reports to OEC on progress in implementing that State's SCIP and achieving interoperability at the interstate, State, county, regional, and city levels as a condition of receiving funding. To leverage work already done, OEC is using the SCIP Implementation Reports to meet this Congressionally-mandated reporting requirement.

Reporting Guidance

Attached is the most recent updated SCIP Implementation Report we have for your State or territory. It is critical that the report accurately represent the current interoperability efforts within your State or territory.

OEC recommends that you coordinate a review of the report with your governing body and other relevant stakeholders as appropriate. These governance structures are essential to strengthening the partnerships required to address interoperable communications and achieve buy-in to the SCIPs. Specifically, please review and comment on the report to ensure that:

1) Current status of interoperable communications information is up-to-date.
2) Each SCIP initiative accurately reflects the gap it will address, has an owner, and identifies the expected completion date.
3) New initiatives planned since the submission of your 2009 SCIP Implementation Report (such as IECGP projects) are included.

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[1] See page 10 of the 2010 IECGP Grant Guidance and Application Kit:
http://www.fema.gov/government/grant/iecgp/index.shtm

4) Current status of each initiative (i.e. complete, in progress, not started, etc.) is included.

Again, please provide updates or other comments to the SCIP Implementation Report, including your success stories and challenges by **TBD** to OEC at **oec@hq.dhs.gov**.

We appreciate the time and input you have provided to the SCIP process and look forward to continuing our relationship. Please feel free to contact OEC with any questions or concerns.