Interoperable Communications Investment Proposal (ICIP)
Version 3.2 June 2026

Applicants proposing a project with an interoperable communications or electronic information sharing component must complete the Interoperable Communications Investment Proposal (ICIP) template. **Please thoroughly read and include all pages of the ICIP with your proposal.**

Interoperable communications projects improve sharing of electronic information (voice, data, images, video), via radio, internet, microwave, computers, satellites, fiber optics, etc. Interoperable Communications projects may include the purchase or modifications of radios, transmission towers and other communications–related equipment and software. Interoperability projects may also include efforts related to communications training and exercises, education and outreach, programming radios, development of Standard Operating Procedures, Tactical Interoperability Communications Plans, etc.

Guidance and Compliance

ICIPs submitted for these projects are reviewed by the Statewide Interoperability Coordinator (SWIC) and/or the Statewide Interoperability Executive Committee (SIEC) Executive Management Committee and recommended back to the grantor as compliant or amended/denied if not compliant. Compliance requirements are listed here:

1. Interoperable Communications projects must align with the goals identified in the Commonwealth's current Statewide Communications Interoperability Plan (SCIP). The most recent revision of this plan can be requested by emailing MA.SWIC@Mass.gov.
2. Interoperable Communications projects must meet applicable SAFECOM P25 guidance as published on the Cybersecurity and Infrastructure Security Agency (CISA) grant guidance document page. This includes P25 standards for radio equipment encryption. Additional encryption guidance is available from the SIEC as a Guidance Bulletin 20–1: Public Safety Agency Encryption Guidance.
3. Radio equipment subscriber units purchased with SIEC approved funding must be programmed with the Massachusetts Tactical Channel Plan (MTCP) in the radio, in addition to the purchaser's chosen channel programming lineup.
4. Radio equipment subscriber units purchased with SIEC approved funding **must expand** departments' current interoperability capabilities.

When completing the ICIP, applicants should provide a clear description of the interoperability problem or gap.

As an example:

Problem: Although Mutual Aid Agreements are in place between the applicant and its four neighboring towns for public safety support during emergencies, the towns have no common radio frequencies or Standard Operating Procedures. Thus, radio communications cannot occur amongst the disparate radios during an emergency.

Background Information Investment Description: It was learned during a multiple alarm chemical fire that responders from the five mutual aid towns were unable to communicate directly with each other effectively. Subsequently, a consultant was hired to develop an interoperable communications plan that assessed the communications gaps and recommended solutions. This project seeks to implement the plan by replacing 30 incompatible portable radios, reprogramming all remaining (220 portable and 15 fixed) radios, conducting 3 training classes for the use of the equipment and the Standard Operating Procedures and conducting 1 tabletop exercise that will include all 5 towns that are included in the Mutual Aid Agreements.

Exemptions

Please note that the following items do not need SWIC or SIEC review, or completion of an ICIP as part of the grant application process:

- Batteries
- Cameras – Unless the project included backhaul infrastructure to be used for information/data sharing
- Computer Aided Dispatch (CAD)/Records Management System (RMS) Software
- Computers, general purpose – Unless used for information/data sharing
- GPS units
- Microphones (including collar/throat microphones)
- Multi–channel recorders
- Netclocks
- Warranties/Maintenance
- Wireless air cards
- Wireless IP routers

Questions

Any questions about the ICIP process, interoperability requirements, P25 compliance or interoperability equipment programming, please contact the Massachusetts Statewide Interoperability Coordinator (SWIC) at MA.SWIC@Mass.gov.

Interoperable Communications Investment Proposal (ICIP)

Please complete all sections **except** for *SIEC Review Section*.
The completed ICIP form must be emailed with your grant application to:

Agency Name _____

Email Address _____

For equipment purchases, a vendor price quote that includes the equipment make, model and specifications must be submitted with this form. Please identify the quote number(s) or other identification code(s) associated with this proposal in the requesting cell below so the correct quote is tied to the ICIP during review.

Community Name _____

Project Point of Contact _____

Phone # _____ **Email** _____

FFY/Program_____ **Project Costs** _____

Project Start Date _____ **Project End Date** _____

Investment Name _____

Vendor Quote # _____

Investment Summary – Describe your project

_____
_____

Communications Interoperability Problem Description

_____
_____

Background Information/Detailed Investment Description

_____
_____

Expected Outcomes – Describe the communications interoperability gaps that will be addressed

_____
_____

SCIP Goals – Identify each SCIP goal (Governance, SOP, Technology, Training & Exercise) that this investment will support and describe how that support will be accomplished. The current Massachusetts SCIP is available from the office of the SWIC. You can request the most up to date version of this document by emailing MA_SWIC@Mass.gov.

Goal	Describe Support

Ownership – Identify the proposed owners of all assets procured with this investment

Organization	Asset Description

Usage Plan – Describe the usage plan for the equipment/project

_____

_____

Disciplines – Identify each responder discipline that will enhance its communications interoperability from this investment and describe the interoperability enhancement.

Please use the following abbreviations to represent the corresponding discipline: **LE** – Law Enforcement; EMS – Emergency Medical Services; **EMA** – Emergency Management Agency; **FS** – Fire Service; **HZ** – HAZMAT; **PW** – Public Works; **PH** – Public Health; **GA** – Governmental Administrative; **PSC** – Public Safety Communications; **HC** – Health Care; O – Other.

Discipline	Enhancement

Multi–Jurisdictional Interoperability – All investments must provide interoperability between two or more jurisdictions. Identify each jurisdiction that will achieve interoperability from this investment.

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_____

Special Conditions

The attached Special Condition must be signed and submitted with your completed ICIP form. ICIP forms submitted without the signed Special Conditions will not be reviewed.

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MASSACHUSETTS STATE INTEROPERABILITY EXECUTIVE COMMITTEE (SIEC)

Special Conditions for Interoperability and Information Sharing Grants

Version 3.2 June 2026

Radio (RF) Equipment Purchase specifications – All radio equipment purchased, upgraded or programmed from SIEC-approved funding will meet current SAFECOM P25 compliance requirements as published on the Cybersecurity and Infrastructure Security Agency (CISA) grant guidance documents site. Additionally, this equipment will comply with the SIEC Guidance Bulletin 20-1: Public Safety Agency Encryption.

Radio (RF) Equipment programming – Compliance with this section is met by programming the full Massachusetts Tactical Channel Plan (MTCP) by appropriate band in all purchased RF equipment.

1. **National Interoperability Channels – Common.** All radios purchased, upgraded, or programmed from SIEC-approved funding must include a minimum channel complement of the National Interoperability Channels respective to the frequency band the radio operates on, (VTAC, UTAC, 8TAC, etc.). All National Interoperability Channels will use the National Public Safety Telecommunications Council (NPSTC) naming conventions.

2. **National Interoperability Channels – Discipline.** All radios purchased, upgraded, or programmed from SIEC–approved funding should include the discipline–specific National Interoperability Channels when room is available in the radio, (VLAW, VFIRE, VMED). All National Interoperability Channels will use the National Public Safety Telecommunications Council (NPSTC) naming conventions.

3. **Statewide Interoperability Channels.** All radios purchased, upgraded, or programmed from SIEC-approved funding must include statewide interoperability channels as identified in the MTPC. These channels will be programmed according to the MOU or guidance in place for the statewide system and participating agency. (Examples include, State Police 800MHz LPS Channels, FAMTRAC, MEMA VHF Channels, etc.)

4. **Regional Interoperability Channels.** All radios purchased, upgraded, or programmed from SIEC-approved funding must include regional interoperability channels as identified in the MTPC. These channels will be programmed according to the MOU or guidance in place for the statewide system and participating agency. (Examples include: BAPERN, WMLEC, Fire District Mutual Aid Channels, etc.)

5. **Cached Radios.** Cached radios purchased, upgraded, or programmed from SIEC-approved funding must include the standard interoperability template as identified in the MTCP.

6. **Radio Reprogramming.** Any reprogramming of existing equipment supported by SIEC–approved funds will follow the conditions above. If a reprogrammed radio does not possess the channel capacity to meet the MTCP programming requirements above, the SIEC will provide additional guidance.

Communications Asset Tracking Requirements

7. **CASM Data-Entry.** All transmitting/receiving RF devices purchased with SIEC–approved funding will be entered into CASM (Communications Asset Survey & Mapping tool) by the region, state agency or organization receiving the award.

8. **CASM Maintenance.** The organization receiving SIEC–approved funding agrees to maintain current and accurate information in CASM for the equipment entered should changes occur.

Training, Exercise and Usage Requirements

9. **Training.** Recipient agrees to report results of the training program identified in the application associated with interoperability awards.

10. **Exercise.** Recipient agrees to report results of the tiered communications requirements for exercises to the SIEC. The SIEC will provide tiered communications requirements for all exercises using voice or data systems supported by SIEC-approved funding.

11. **Usage**. Recipient agrees to track results of the usage plan identified in the application. This information may be requested during monitoring, site visits, or during other SIEC-approved activities.

Additional Requirements

12. **SIEC Policies and Guidance Bulletins.** To the extent applicable and/or practical, the recipient agrees to support, to the best of their current ability, any future SIEC policies and guidance bulletins introduced for the furthering of interoperable communications across the Commonwealth.

Information Sharing Purchase Compliance – Information sharing is defined as, "Making information available to participants (people, processes, or systems)." Proposals with an information sharing component must meet the following conditions:

1. **Agreement to contribute data to appropriate Federal and State Systems or Repositories.** Where applicable, grantees will be required to contribute data to Federal and statewide systems or repositories. The following is the list of potential systems and repositories:

    - Massachusetts Criminal Justice Information System (CJIS): (inmate data – state and county)
    - Massachusetts State Police Identification Section: (ten print arrest fingerprint cards and mug shots)
    - Massachusetts Statewide Information Sharing System (SWISS): (police incident data)
    - Massachusetts CopLink: (police and custodial records management systems data)
    - Mass–Gangs: (gang intelligence data)
    - Massachusetts Offense Based Tracking Number (OBTN) system (unique number system for arrests or charges)
    - Massachusetts Ambulance Trip Record Information System (MATRIS) (EMS data collection system required by OEMS)
    - National Fire Incident Reporting System (NFIRS)
    - National Incident Based Reporting System (NIBRS)

Applicants must include in their application (narrative and budget) the costs – that are allowable under the respective grant program – associated with meeting the following five (5) general requirements to contribute data to the applicable system or repository.

1. Assign internal resources and/or hire resources to develop, test, and implement the functional and technical requirements.
2. Procure the required software and hardware.
3. Conduct acceptance testing.
4. Sign–off on acceptance testing.
5. Assign internal resources and/or hire resources to maintain the technical environment.

Contact the Executive Office of Technology Services and Security (EOTSS) if additional information is required.

2. **National Information Exchange Model (NIEM) Conformance.** Applicants applying for grant funds to develop new data exchanges must commit to developing these exchanges, incorporating the NIEM data exchange standards. Applicants must include in the narrative of the grant application a description of how the project will achieve NIEM conformance. For additional information on NIEM, please visit NIEM.

3. **Security Policies and Standards.** Applicants will abide by any of the following policies and standards that apply to the project.

   a. **Commonwealth of Massachusetts Enterprise Information Security (EIS) Policy and Standards.** State agencies or organizations under the Executive Branch must comply with the latest published EIS standards as applicable. These standards may be accessed via the online Enterprise Information Security Policies and Standards.
   b. **Commonwealth of Massachusetts Web Accessibility Standards.** Grant applications that propose to implement Internet or Intranet based web–browser interfaces must conform to the Commonwealth's Web Accessibility Standards. These standards may be accessed via the online Web Accessibility Standards.
   c. **Security Policies and Standards.** If an information sharing or data exchange project proposes the sharing or exchanging of Criminal Offender Record Information (CORI) data as defined in Massachusetts General Law Chapter 6 Section 168–172, the applicant and all participants within the project must ensure that all systems conform to the standards set forth in the current version of the FBI's *CJIS Security Policy*.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above conditions.

Project Name _____

Authorized Signature _____

Print Name _____ **Date** _____

Title _____

SIEC Recommendation

This section will be completed by SIEC.

Review Status

Statewide Interoperability Coordinator (SWIC) Recommendation ☐Approve ☐Amend ☐Deny

Executive Management Committee (EMC) Recommendation ☐Approve ☐Amend ☐Deny

Statewide Interoperability Executive Committee (SIEC) Recommendation ☐Approve ☐Amend ☐Deny

Applicant notified of Recommendation

SIEC Member Signature _____ **Date** _____