

U.S. Department of Commerce SLIGP 2.0 Performance Progress Report				2. Award or Grant Number:	01-10-S18001
1. Recipient Name		State Office of Information Technology		4. EIN:	63-6000619
3. Street Address		64 North Union Street, Folsom Administration Building, Suite 200		6. Report Date (MM/DD/YYYY)	10/01/2019
5. City, State, Zip Code		Montgomery, Alabama 36130-30230		7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2019
				8. Final Report Yes No	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	03/01/2018	10b. End Date: (MM/DD/YYYY)	02/29/2020		
11. List the individual projects in your approved Project Plan					
	Activity Type (Planning, Governance Meetings, etc.)	Was this Activity Performed during the Reporting Quarter? (Yes/No)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category	
Activities/Metrics for All Recipients during the Reporting Quarter					
1	Governance Meetings	Yes	1	Actual number of governance, subcommittee, or working group meetings related to the NPSBN held during the quarter	
2	Individuals Sent to Broadband Conferences	No	0	Actual number of individuals who were sent to national or regional third-party conferences with a focus area or training track related to the NPSBN using SLIGP grant funds during the quarter	
3	Convened Stakeholder Events	No	0	Actual number of events coordinated - or held using SLIGP grant funds during the quarter, as requested by FirstNet.	
4	Staff Hired (Full-Time Equivalent)(FTE)	No	0.00	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal).	
5	Contracts Executed	No		Actual number of contracts executed during the quarter.	
6	Subrecipient Agreements Executed	No		Actual number of agreements executed during the quarter.	
7	Data Sharing Policies/Agreements Developed	No		Yes or No if data sharing policies and/or agreements were developed during this reporting quarter.	
8	Further Identification of Potential Public Safety Users	No		Yes or No if further identification of potential public safety users occurred during this reporting quarter.	
9	Plans for Emergency Communications Technology Transitions	No		Yes or No if plans for future emergency communications technology transitions occurred during this reporting quarter.	
10	Identified and Planned to Transition PS Apps & Databases	No		Yes or No if public safety applications or databases within the State or territory were identified and transition plans were developed this reporting quarter	
11	Identify Ongoing Coverage Gaps	No		Yes or No if participated in identifying ongoing coverage gaps using SLIGP funds during this reporting quarter.	
12	Data Collection Activities	No		<i>(Opt-In and Opt-Out Post-SMLA Phase Only)</i> Yes or No if participated in data collection activities as requested by FirstNet or following a documented data collection determination by Opt-Out (Post-SMLA) grantees.	
Activities for Opt-Out States only in the Pre-SMLA Phase during the Reporting Quarter					
13	Stakeholders Engaged			Actual number of individuals reached via stakeholder meetings or events during the quarter.	
14	Education and Outreach Materials Distributed In-Person			Actual number of materials distributed in-person during this quarter.	
15	Education and Outreach Materials distributed Electronically			Actual volume of hits or impressions to any website, e-newsletter, social media post, or other account supported by SLIGP during the quarter.	

11a. Narrative description for each activity reported in Question 11 for this quarter; any challenges or obstacles encountered and mitigation strategies you have employed; planned major activities for the next quarter; and any additional project. During this quarter, there were no activities completed other than the attendance at the quarterly meeting of the Alabama First Responder Wireless Commission (AFRWC).

12. Personnel

12a. Staffing Table - Please include all staff that have contributed time to the project with current quarter's utilization. Please only include FTE staff employed by the state not contractors. Please do not remove individuals from this table.

Job Title	FTE%	Project (s) Assigned	Change
Grant Manager-Jade Berrong	100%	Outreach, Media, Performance Progress Reporting, Support of the Program Director with grant activities	New Position Added
Grant Manager-Danitra Tolbert	100%	Outreach, Media, Performance Progress Reporting, Support of the Program Director with grant activities	Vacant-Contribution Completed
Financial Oversight- Brian Woika	10%	Alabama FirstNet Grant Financial Reporting and Fiscal Close Out	No Change
Project Manager- Suzanna Willis	10%	Alabama FirstNet Grant Proposal, Project Management	No Change
Alabama FirstNet Accountant- Lindsey Raughton	30%	Accounting and Reconciliation, Fiscal Monitoring, Financial Reporting, Fiscal Close Out	No Change
Alabama FirstNet Communications Manager- Stefanie East	10%	Media coverage, Outreach resources	No Change
Pre-Award Contributor- Art Bess	10%	FirstNet Grant Proposal	Vacant-Contribution Completed
Pre-Award Contributor-Clay Weaver	10%	FirstNet Grant Proposal, Project Management, Support of the Program Director with Grant Activities	Vacant-Contribution Completed
Alabama FirstNet Legal Counsel- Taylor Nichols	10%	All Alabama FirstNet legal matters	No Change


12b. Narrative description of any staffing challenges, vacancies, or changes.

13. Contractual (Contract and/or Subrecipients)

13a. Contractual Table – Include all contractors. The totals from this table should equal the “Contractual” in Question 14f.

Name	Subcontract Purpose	Type (Contract/Subrec.)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
Meghan Echols	Alabama FirstNet Program Director	Contract	y	y	08/20/2018	02/29/2020		
Terrance Carson	Alabama FirstNet Program Director	Contract	y	y	03/05/2018	08/10/2018	\$59,092.56	\$14,773.14

13b. Narrative description any challenges, updates, or changes related to contracts and/or subrecipients.

14. Budget Worksheet									
Columns 2, 3 and 4 must match your current project budget for the entire award, which is the SF-424A on file. Only list matching funds that the Department of Commerce has already approved.									
Project Budget Element (1)	NTE Total Federal Funds Approved (2)	NTE Total Matching Funds Approved (3)	NTE Total Budget (4)	Federal Funds Obligated to Date (5)	Matching Funds Approved to Date (6)	Total Budget to Date (7)	Federal Funds Expended (8)	Approved Matching Funds Expended (9)	Total funds Expended (10)
a. Personnel Salaries	\$381,408.64	\$0.00	\$381,408.64	\$381,408.64	\$0.00	\$381,408.64	\$28,485.12	\$7,121.28	\$35,606.40
b. Personnel Fringe Benefits	\$44,068.84	\$70,353.75	\$114,422.59	\$44,068.84	\$70,353.75	\$114,422.59	\$15,683.68	\$3,920.92	\$19,604.60
c. Travel	\$137,284.97	\$979.03	\$138,264.00	\$137,284.97	\$979.03	\$138,264.00	\$3,113.42	\$778.35	\$3,891.77
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$15,600.00	\$0.00	\$15,600.00	\$15,600.00	\$0.00	\$15,600.00	\$0.00	\$0.00	\$0.00
f. Contractual	\$80,000.00	\$0.00	\$80,000.00	\$80,000.00	\$0.00	\$80,000.00	\$117,501.81	\$29,375.46	\$146,877.27
g. Other	\$18,240.00	\$31,060.00	\$49,300.00	\$18,240.00	\$31,060.00	\$49,300.00	\$14,185.54	\$3,546.35	\$17,731.89
h. Indirect	\$7,089.33	\$68,530.17	\$75,619.50	\$7,089.33	\$68,530.17	\$75,619.50	\$17,896.96	\$4,474.24	\$22,371.20
i. Total Costs	\$683,691.78	\$170,922.95	\$854,614.73	\$683,691.78	\$170,922.95	\$854,614.73	\$196,866.53	\$49,216.60	\$246,083.13
j. Proportionality Percent	80.00%	20.00%	100.00%	80.00%	20.00%	100.00%	80.00%	20.00%	100.00%
15. Certification: I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purpose(s) set forth in the award documents.									
16a. Typed or printed name and title of Authorized Certifying Official: Meghan Echols, Program Director						16c. Telephone (area code, number, and extension) 334-353-0219			
16b. Signature of Authorized Certifying Official: 						16d. Email Address: meghan.echols@oit.alabama.gov			
						Date: 01/31/2019			

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