

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 60-10-S13060
		4. EIN 97-0000676
1. Recipient Name American Samoa Department of Homeland Security (ASDHS)		6. Report Date (MM/DD/YYYY) 1/30/2014
3. Street Address PO Box 4567		7. Reporting Period End Date: OCT 30h
5. City, State, Zip Code Pago Pago, AS 96799		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		9. Report Frequency <input checked="" type="checkbox"/> Quarterly
10a. Project/Grant Period Start Date: 9/1/2013	10b. End Date: 08/31/2016	

**11. List the individual projects in your approved Project Plan**

	Project Type (Capacity Building, SCIP Update, Outreach, Training etc.)	Project Deliverable Quantity (Number & Indicator Description)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Funding Amount expended
1	Stakeholder Meetings	10 participants reached			0%
2	Training Sessions	0			0%
3	Broadband Conferences	3 people			0%
4	Staff Hire (Full Time Equivalent)	0 Staff			0%
5	Contract Executions	0			0%
6	Statutory or Regulatory Changes	0			0%
7	Governance Meeting	3 Meetings conducted			0%
8	Educational Material	0 Educational Materials			0%
9	Phase II Activity	TBD			0%

11a. Describe your progress meeting each major activity/milestone approved in the Baseline Report for this project; any challenges or obstacles encountered and mitigation strategies you have employed; planned major activities for the next quarter; and any additional project milestones or information.

**Milestone activities:**

ASDHS has identified staff to assist in coordination and assisting in the establishment of the SLIG-Program. ASDHS Deputy Director and ASDHS CIO have been identified as project leads to coordinate the application process of the SLIG-P. In June, 2013 Deputy Director, CIO, and the ASDHS Emergency Communications Coordinator were able to travel (pre-award) to San Francisco for the FirstNet Consultation session. The session was informative and assisted American Samoa further with the development of its SLIG-P application.

ASDHS has started discussions by meeting with our Territorial Emergency Communications Committee (TECC) regarding the establishment of a sub-committee working group to begin development of the American Samoa Public Safety Broadband strategy and planning. ASDHS has started recruitment of staffing for the SLIG-Program and hopes to have full staff on board by Jan 1, 2014. SLIG-P project lead at the moment is the ASDHS CIO. ASDHS CIO has already engaged existing Disaster Preparedness Outreach Team to strategically look at assisting with outreach activities for key stakeholders in the public safety community and the community as a whole.

ASDHS has recruited a person for the SLIG-P Program Coordinator Position. The tentative start date for this person is Jan 13, 2013.

**11b. If the project team anticipates requesting any changes to the approved Baseline Report in the next quarter, describe those below. Note that any substantive changes to the Baseline Report must be approved by the Department of Commerce before implementation.**

We would like to begin activities and coordination, but cannot until our funded FTE positions have been filled. We anticipate most of the FTE to be hired in Q2.

**11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.**

Most of the work this quarter has been focused on getting the SLIG-Program established through our finance section and getting the necessary paperwork completed to meet requirements in order for local government requirements are met along with registration of the SAM so that we can begin the sourcing of personnel. Initial discussions and planning has taken place with the key stakeholders and governance committees, but the program coordinator will be required in order to proceed further with activities and plans that are currently being discussed for outreach and governance meetings. The SLIGP Program Coordinator tentative start date is Jan 13, 2014.

**11d. Describe any success stories or best practices you have identified. Please be as specific as possible.**

None at this time.

**12. Personnel**

**12a. If the project is not fully staffed, describe how any lack of staffing may impact the project's time line and when the project will be fully staffed.**

The project is not fully staffed, but we anticipate hiring of all staff by Q3.

**12b. Staffing Table**

Job Title	FTE %	Project(s) Assigned	Change
SWIC	.5	Provide additional oversight and incorporation into the State Interoperability Plan	
SLIG-P Program Coordinator	1.0	Provide administrative oversight of project for grants management, governance, and outreach activities	
Technical/Administrative Support Staff	1.0	Provide support role in assisting in coordination of all SLIG-P activities and performing the leg-work for all the activities proposed in the plan.	
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the leg-work for all the activities proposed in the plan.									
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<b>13. Subcontracts (Vendors and/or Subrecipients)</b>									
NONE									
<b>13a. Subcontracts Table – Include all subcontractors. The totals from this table must equal the “Subcontracts Total” in Question 14f.</b>									
Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated	Project and % Assigned
<div style="display: flex; justify-content: center; gap: 20px;"> <span>Add Row</span> <span>Remove Row</span> </div>									
<b>13b. Describe any challenges encountered with vendors and/or sub recipients.</b>									
NONE									
<b>14. Budget Worksheet</b>									
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)	Federal Funds Awarded (2)	Approved Matching Funds (3)	Total Budget (4)	Federal Funds Expended (5)	Approved Matching Funds Expended (6)	Total Funds Expended (7)			
a. Personnel Salaries	291,000	0	291,000	0	0	0			
b. Personnel Fringe Benefits	48,597	0	48,597	0	0	0			
c. Travel	54,981	0	54,981	0	0	0			
d. Equipment	0	0	0	0	0	0			

e. Materials/Supplies	15,175	0	15,175	0	0	0
f. Subcontracts Total	0	0	0	0	0	0
g. Other	30,000	0	30,000	0	0	0
h. Indirect Costs	63,177	0	63,177	0	0	0
i. Total Costs	502,930	0	502,930	0	0	0
j. % of Total	100%	0%	100%	0%	0%	0%

**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**

JACINTA BROWN, DEPUTY DIRECTOR

AMERICAN SAMOA DEPARTMENT OF HOMELAND SECURITY

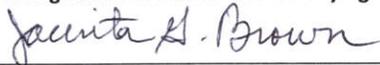
**16c. Telephone (area code, number, and extension)**

684-633-2827

**16d. Email Address**

j.brown@asdhs.as.gov

**16b. Signature of Authorized Certifying Official**



**16e. Date Report Submitted (month, day, year)**

1/30/2014

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 10 hours per response for the application process, 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 Michael Dame, Director, State and Local Implementation Grant Program, Office of Public Safety Communications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.