

U.S. Department of Commerce Performance Progress Report			2. Award or Grant Number:	05-10-513005	
			4. EIN:	71-6043948	
1. Recipient Name	Arkansas Department of Emergency Management		6. Report Date (MM/DD/YYYY)	1/30/2016	
3. Street Address	Building #9501 Camp Joseph T Robinson		7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2015	
5. City, State, Zip Code	North Little Rock, AR 72199		8. Final Report	9. Report Frequency	
			Yes <input type="checkbox"/>	Quarterly <input checked="" type="checkbox"/>	
			No <input checked="" type="checkbox"/>		
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	8/1/2013	10b. End Date: (MM/DD/YYYY)	1/31/2018		
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, Indicator Description)	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 Amount expended
1	Stakeholder Meetings	3: Reaching 427 (See below for descriptions)			
2	Broadband Conferences	1: SPOC Update (3 attended)			
3	Staff Hires				
4	Contract Executions				
5	Governance Meetings	3 AICEC (10 Participants Monthly)			
6	Education and Outreach	Website Visits:157 Social Media: 95 Additional Information below			
7	Sub recipient Agreement Executed				
8	Phase 2 - Coverage	Stage 2			
9	Phase 2 - Users and Their Operational Areas	Stage 2			
10	Phase 2 - Capacity Planning	Stage 1			
11	Phase 2 - Current Providers/Procurement	Stage 1			
12	Phase 2 - State Plan Decision	Stage 1			
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.					
This quarter was focused continued outreach to key stakeholders, state officials, and our federal partners.					
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.					
1.30.2016 No changes requested					

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

Nothing to report 1.30.2016

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

Development of the Urban Area Focus group to include our metropolitan partners. Continuation of outreach and education to our rural leadership council.

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.

Some positions are not currently staffed. While those positions will be filled soon, there will be no impacts to the project timeline.

12b. Staffing Table

Job Title	FTE%	Project (s) Assigned	Change
SLIGP Program Manager	80%	Will provide coordination for grant reporting and financial payouts from the SAA and work with SWIC to monitor progress of overall project	
IT Administrator	10%	Serves on the state broadband working group and provides technical assistance	
Accounting Branch Manager	2%	Will conduct task and provide tracking for disbursement of the entire grant funds	
Financial Analyst	3%	Will provide oversight for the disbursements and tracking of funds	
SWIC	50%	Will oversee all interoperability coordination and is responsible for ensuring SCIP initiatives are tracked and completed	
AWIN Program Manager	50%	Has oversight of all public safety communications projects that the state undertakes and will provide oversight for this project	

13. Subcontracts (Vendors and/or Sub recipients)

13a. Subcontracts Table – Include all subcontractors. The totals from this table must equal the "Subcontracts Total" in Question 14f.

Name	Subcontract Purpose	Type (Vendor/Subject.)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
Buford, Goff, & Associates	Development of Project Management Plan	Vendor	Y	Y	10/1/2013	7/31/2016	\$810,432.00	\$0.00

13b. Describe any challenges encountered with vendors and/or sub recipients.

1.30.2016 No Issues

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)	Federal Funds Awarded (2)	Approved Matching	Total Budget (4)	Federal Funds Expended	Approved Matching	Total funds Expended
a. Personnel Salaries	\$173,887.00	\$395,089.00	\$568,976.00	\$63,376.98	\$136,781.99	\$200,158.97
b. Personnel Fringe Benefits	\$60,988.00	\$114,594.00	\$175,582.00	\$23,437.24	\$33,513.78	\$56,951.02
c. Travel	\$189,201.00	\$0.00	\$189,201.00	\$23,779.92		\$23,779.92
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
e. Materials/Supplies	\$21,513.00	\$0.00	\$21,513.00	\$21,334.64		\$21,334.64
f. Subcontracts Total	\$1,000,115.00	\$0.00	\$1,000,115.00	\$493,231.00		\$493,231.00
g. Other	\$150,007.00	\$34,020.00	\$184,027.00	\$88,027.23		\$88,027.23
h. Indirect			\$0.00			\$0.00
i. Total Costs	\$1,595,711.00	\$543,703.00	\$2,139,414.00	\$713,187.01	\$170,295.77	\$883,482.78
j. % of Total	75%	25%	100%	81%	19%	100%

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:		16c. Telephone (area code, number, and
Bobbie Ann Merkel, ADEM Administration Division Director		501-683-6700
16b. Signature of Authorized Certifying Official:		16d. Email Address:
		PSBB@adem.arkansas.gov
		Date:
		1/30/2016

Social Media Outreach Numbers

Webpage:

www.APSBN.Arkansas.gov

Visits (Month)	Total visits
October	50 796
November	50 846
December	57 903

Facebook: Arkansas Public Safety Broadband

Page likes (Month)	Total likes
October	4 773
November	18 791
December	32 823

Twitter: @APSBN_FIRSTNET

New followers (Month)	Profile visits
October	15 55
November	13 75
December	11 74

LinkedIn

New Connections	
October	1
November	1
December	0

Meetings and Conferences

- October 6-8: Fall 2015 SPOC Meeting, Westminster, CO – 3 APSBN representation attended meeting
- October 15-16: Homeland Security Grants Workshop, Hot Springs, AR – Presented APSBN/FirstNet update to attendees
- October 26-30: GIS Training for several APSBN stakeholders to help with future data collection
- November 16: Arkansas Digital Government Summit – presented APSBN/FirstNet update to attendees
- December 11: FirstNet meeting with Executive Committee – in-person meeting in Little Rock, AR

Newsletters, WhiteSheets, Presentations & Other Documents Created & Shared:

- October Newsletter/Update – emailed to over 50 AR public safety stakeholders
- Analysis of FirstNet Draft RFP white sheet created for AR Executive Committee & Rural Leadership Council members (approx. 20 people)
- Public Safety Broadband in Arkansas Update – distributed over 200 copies at meetings 4th Q & was posted to social media early November 2015
- November Newsletter/Update – emailed to over 50 AR public safety stakeholders
- "Future Public Safety Communications" PowerPoint created for Arkansas Digital Government Summit & presented to approx. 50 people
- Analysis of FirstNet Operational Architecture white sheet created for AR Executive Committee & Rural Leadership Council members (approx. 20 people)
- December Newsletter/Update – emailed to over 50 AR public safety stakeholders
- "Call for Members" Announcement for APSBN Urban Area Focus Group emailed to 299 Urban Area stakeholders December 2nd & Reminder emailed to 297 Urban Area stakeholders December 22nd.