

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	05-10-S13005
1. Recipient Name				4. EIN:	71-6043948
3. Street Address				6. Report Date (MM/DD/YYYY)	10/18/2016
5. City, State, Zip Code				7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
				8. Final Report Yes <input type="checkbox"/> No <input type="checkbox"/>	9. Report Frequency Quarterly <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,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	314	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	11	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter		
3	Staff Hired (Full-Time Equivalent)(FTE)	0	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)		
4	Contracts Executed	0	Actual number of contracts executed during the quarter		
5	Governance Meetings	3-AICEC (10 Participants Monthly)	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	Facebook: 1067, Twitter: 380, Linked In: 95, Webpage: 1457, Materials: 895	Actual volume of materials distributed (inclusive of paper and electronic materials) plus hits to any website or social media account supported by SLIGP during the quarter		
7	Subrecipient Agreements Executed	0	Actual number of agreements executed during the quarter		
8	Phase 2 - Coverage	Stage 3	For each Phase 2 milestone category, please provide the status of the activity during the quarter: <ul style="list-style-type: none"> <li>• Stage 1 - Process Development</li> <li>• Stage 2 - Data Collection in Progress</li> <li>• Stage 3 - Collection Complete; Analyzing/Aggregating Data</li> <li>• Stage 4 - Data Submitted to FirstNet</li> <li>• Stage 5 - Continued/Iterative Data Collection</li> <li>• Stage 6 - Submitted Iterative Data to FirstNet</li> </ul>		
9	Phase 2 – Users and Their Operational Areas	Stage 3			
10	Phase 2 – Capacity Planning	Stage 2			
11	Phase 2 – Current Providers/Procurement	Stage 1			
12	Phase 2 – State Plan Decision	Stage 2			
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.					
<p>This quarter the APSBN Team was able to attend 7 meetings/conferences including the 2016 APCO Conference and Expo and the TN Public Safety Broadband Conference. Beyond that, Kelly has continued presentations and newsletters to our network of stakeholders to keep the most accurate and up-to-date information in their hands. Our team's social media and online presence continues to grow. A detailed breakdown of our outreach numbers is included below at the end of the document.</p>					
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.					

10.18.2016 - Will look at adjusting funds from "Other" and "Travel" to meet "Supply" needs.

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

10.18.2016 - Nothing to report

**11d. Describe any success stories or best practices you have identified. Please be as specific as possible.**  
 Starting to bring along more technical SME's to Summit's and Conferences. Getting much more feedback and buy-in after they come back and present a new level of understanding.

**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 - Please include all staff that have contributed time to the project. Please do not remove individuals from this 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 Subrecipients)**

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

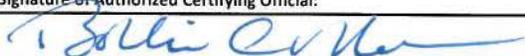
Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
Buford, Goff, & Associates	Development of Project Management Plan	Vendor	Y	Y	10/1/2013	6/30/2017	\$810,432.00	\$0.00

**13b. Describe any challenges encountered with vendors and/or subrecipients.**

6.30.2016 - 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 Funds (3)	Total Budget (4)	Federal Funds Expended (5)	Approved Matching Funds Expended (6)	Total funds Expended (7)
a. Personnel Salaries	\$173,887.00	\$395,089.00	\$568,976.00	\$82,137.05	\$186,309.90	\$268,446.95
b. Personnel Fringe Benefits	\$60,988.00	\$114,594.00	\$175,582.00	\$29,802.06	\$45,581.39	\$75,383.45
c. Travel	\$189,201.00	\$0.00	\$189,201.00	\$74,922.55		\$74,922.55
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
e. Materials/Supplies	\$21,513.00	\$0.00	\$21,513.00	\$29,897.29		\$29,897.29
f. Subcontracts Total	\$1,000,115.00	\$0.00	\$1,000,115.00	\$652,778.45		\$652,778.45
g. Other	\$150,007.00	\$34,020.00	\$184,027.00	\$98,721.05		\$98,721.05
h. Indirect			\$0.00	\$0.00		\$0.00
i. Total Costs	\$1,595,711.00	\$543,703.00	\$2,139,414.00	\$968,258.45	\$231,891.29	\$1,200,149.74
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 extension)	501-683-6700
Bobbie Ann Merkel, ADEM Administration Division Director		16d. Email Address:	PSBB@adem.arkansas.gov
16b. Signature of Authorized Certifying Official:		Date: 11/8/16	Revision: 11/8/16
			

**Social Media Outreach Numbers**

Webpage:  
www.APSBN.Arkansas.gov

Visits (Month)	Total visits
July	50
August	50
September	53

Facebook: Arkansas Public Safety Broadband

Page likes (Month)	Total likes
July	44
August	3
September	5

Twitter: @APSBN\_FIRSTNET

New followers (Month)	Profile visits	Tweets
July	8	120
August	14	124
September	7	28

LinkedIn

New Connections	Total Members
July	0
August	0
September	0

**Meetings and Conferences**

- July 7 - APSBN hosted a meeting called "FirstNet & the Impact to 9-1-1 Communications." 29 stakeholders attended in-person / 15 attended via webinar. Recording was sent to approximately 40 stakeholders
- July 20-22 - Participated in the 2016 AR Interoperable Communications Conference in LR with several presentations centered around FirstNet. FirstNet SMEs also attended & gave presentations - approximately 140 stakeholders in attendance
- July 25-26 - Tennessee Public Safety Broadband Conference - 1 APSBN representative attended and participated
- August 4 - FirstNet Governance Body Meeting with AR Executive Committee - approximately 20 stakeholders in attendance
- August 14-17 - APCO International Annual Conference & Expo - approximately 10 stakeholders in attendance

- August 31-Sept 2 - AR Emergency Management Conference - information booth - approximately 75 stakeholders reached with information
- September 7 - AR Governor's Blue Ribbon 911 Subcommittee meeting - 1 APSBN representative attended & participated

#### Newsletters, WhiteSheets, Presentations & Other

- Presentations created for the FirstNet & Impact to 911 Communications meeting held July 7th - shared with approximately 80 Public Safety stakeholders
- July Newsletter / Update - emailed to over 200 AR Public Safety stakeholders
- Presentations to AR Interoperable Communications Conference attendees and shared publication mentioned above
- August Newsletter/Update – emailed to over 200 public safety stakeholders
- FirstNet update & overview created for Governor's Office Staff & Executive Committee & presented prior to the Governance Body meeting August 4th
- September updated Public Safety Broadband in AR publication & emailed to over 200 Public Safety stakeholders
- FirstNet information sheets & APSBN publications given to approximately 75 attendees in emergency management
- AR State Plan Review Process Document created August 2016 - shared with FirstNet at Governance Meeting, given to AR Governor's Office for review & approval (completed), & shared with TX & Oregon SPOCs