

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	05-10-S13005
				4. EIN:	71-6043948
1. Recipient Name	Arkansas Department of Emergency Management			6. Report Date (MM/DD/YYYY)	7/12/2017
3. Street Address	Building #9501 Camp Joseph T Robinson			7. Reporting Period End Date: (MM/DD/YYYY)	6/30/2017
5. City, State, Zip Code	North Little Rock, AR 72199			8. Final Report Yes <input checked="" 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	327	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	4	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: 1121, Twitter: 436, Linked In: 95, Webpage: 1865, Materials: 5,888	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"> • Stage 1 - Process Development • Stage 2 - Data Collection in Progress • Stage 3 - Collection Complete; Analyzing/Aggregating Data • Stage 4 - Data Submitted to FirstNet • Stage 5 - Continued/Iterative Data Collection • Stage 6 - Submitted Iterative Data to FirstNet 		
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>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. 5 Metro Engagement Meetings, 1 Rural Engagement meeting, and a webinar were hosted during this quarter with stakeholders from across Arkansas in attendance. AR hosted the 2017 Public Safety Communications Conference at the end of the quarter 150 stakeholders in attendance.</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.					

1-18-17: Budget amendment has been submitted with signatures.

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

1.18.2017 - Nothing to report

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.
We have had much success sending Public Safety Representatives from across the state to Communications meetings and events. Support for Public Safety Broadband continues to grow across the state as more and more stakeholders are beginning to see the benefits of a dedicated network. The APSBN Social Media presence continues to grow, allowing an even larger outreach base. Education and outreach activities attendance continues to increase.

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.

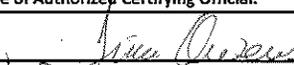
4.18.2017 - No Issues

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	\$159,681.00	\$395,089.00	\$554,770.00	\$105,910.91	\$229,449.14	\$335,360.05
b. Personnel Fringe Benefits	\$56,584.00	\$114,594.00	\$171,178.00	\$35,339.53	\$66,098.11	\$91,437.64
c. Travel	\$161,605.00	\$0.00	\$161,605.00	\$122,674.79		\$122,674.79
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
e. Materials/Supplies	\$49,119.00	\$0.00	\$49,119.00	\$32,622.69		\$32,622.69
f. Subcontracts Total	\$1,000,115.00	\$0.00	\$1,000,115.00	\$780,180.54		\$780,180.54
g. Other	\$168,607.00	\$34,020.00	\$202,627.00	\$111,186.12		\$111,186.12
h. Indirect			\$0.00	\$0.00		\$0.00
i. Total Costs	\$1,595,711.00	\$543,703.00	\$2,139,414.00	\$1,187,914.58	\$285,549.25	\$1,473,461.83
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
Tina Owens, AR Dept of Emergency Management Deputy Director		16d. Email Address:	PSBB@adem.arkansas.gov
16b. Signature of Authorized Certifying Official:		Date:	7/31/17
			

Social Media Outreach Numbers

Webpage: www.APSBN.Arkansas.gov

Visits (Month)	Total visits
April	63
May	65
June	65

Facebook: Arkansas Public Safety Broadband

Page likes (Month)	Total likes
April	17
May	3
June	0

Twitter: @APSBN_FIRSTNET

New followers (Month)	Profile visits	Tweets
April	11	134
May	10	82
June	18	309
		Total: 436

LinkedIn

New Connections	Total Members	
April	0	
May	0	
June	0	
		95

Meetings and Conferences

- April 18 - 20 - AR EMS Expo - Information booth
- April 20 - FirstNet Metro Engagement Meeting for Texarkana - joint TX & AR meeting - 23 attendees
- April 21 - FirstNet Metro Engagement Meeting for Central AR - 55 attendees
- May 4 - APSBN/FirstNet Update webinar for RLC, Urban Area Focus Group, & COMU - 20 members in attendance
- May 8 - FirstNet Metro Engagement Meeting for Jonesboro - 31 attendees

- May 9 - FirstNet update for City of Little Rock - 8 attendees
- May 11 - APSBN/FirstNet presentation to AICC & AICEC meetings - 20 attendees
- May 12 - FirstNet Metro Engagement Meeting for Pine Bluff - 20 attendees
- May 16 - 17 - APCO Public Safety Broadband Summit in Washington DC - 2 APSBN staff attended
- May 23 - 25 - AR Rural Development Conference at Hot Springs Convention Center - Information Booth
- June 1 - APSBN/FirstNet Rural Engagement for SE AR in Star City, AR - 20 attendees
- June 3 - 8 - NENA 2017 Conference & Expo in San Antonio, TX - 2 APSBN staff attended
- June 7 - 8 - FirstNet National State Plan Kickoff in Dallas, TX - 5 APSBN staff attended
- June 26 - 28 - AR Public Safety Communications Conference in Little Rock, AR - 150 attendees
- June 29 - 30 - AR Fire Convention

Newsletters, WhiteSheets, Presentations & Other

- April Newsletter - emailed directly to 1785 contacts (533 opened) & shared via social media
- May Newsletter - emailed directly to 1684 contacts (487 opened) & shared via social media
- June Newsletter - emailed directly to 1730 contacts (479 opened) & shared via social media
- Invitations to Texarkana FirstNet Joint State Metro Engagement Meeting emailed directly to 74 contacts & shared via social media
- Invitations to Central AR FirstNet Metro Engagement Meeting emailed directly to 304 contacts & shared via social media
- Invitations to Jonesboro FirstNet Metro Engagement Meeting emailed directly to 149 contacts & shared via social media
- Invitations to Pine Bluff FirstNet Metro Engagement Meeting emailed directly to 33 contacts & shared via social media
- Presentation update and folder of info shared with Texarkana Metro Engagement Meeting attendees - 23
- Presentation update and folder of info shared with Central AR Metro Engagement Meeting attendees - 55
- Presentation update and folder of info shared with Jonesboro Metro Engagement Meeting attendees - 31
- Presentation update and folder of info shared with Pine Bluff Metro Engagement Meeting attendees - 20