

U.S. Department of Commerce		2. Award or Grant Number 05-10-S13005			
Performance Progress Report		4. EIN 71-6043948			
1. Recipient Name Arkansas Department of Emergency Management		6. Report Date (MM/DD/YYYY) 1/14/2015			
3. Street Address Camp Joseph T Robinson Building 9501		7. Reporting Period End Date: 12/31/2014			
5. City, State, Zip Code North Little Rock, AR 72199		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9. Report Frequency X Quarterly		
10a. Project/Grant Period Start Date: (08/1/2013)	10b. End Date: (07/31/2016)				
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	6 Meetings Reaching 182 potential users.(See attached)			
2	Training Sessions	0			
3	Broadband Conferences	0			
4	Staff Hires (Full Time Equivalent)	0			
5	Contract Executions	0			
6	Statutory and Regulatory Changes	0			
7	Governance Meetings	3 AICEC (10 participants Monthly)			
8	Education and Outreach Materials	Website Visits 120 Over 500 Materials Distributed (Cards, flyers, emails, MDST Surveys/Instructions) 237 Reached through Social Media (Twitter, LinkedIn, and Facebook)			
9	Subrecipient Agreements Executed	0			

11a. Describe your progress meeting each major activity 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. 1.15.2015 Nothing to report

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. 1.15.2015 No Change

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress. 1.15.2015 Nothing to report

11d. Describe any success stories or best practices you have identified. Please be as specific as possible. 1.15.2015 Social media and outreach are key strategies each team member is relying on to keep on track and keeping potential users informed. The website is getting more hits and we are looking forward to adding additional information post consultation this quarter.

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. Position staffing from federal funds began during the 2nd qtr.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
SLIGP Program Coordinator	80%	Will provide coordination for grant reporting and financial payouts.	
Homeland Security Branch Manager	10%	Will provide oversight for all grants activities and reporting	
IT Administrator	10%	Serves on the state broadband working group and provides technical assistance to AICEC	
Accounting Branch Manager	2%	Will conduct task and provide tracking for the 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 communication projects that the state undertakes and will provide oversight for this project	

13. Subcontracts (Vendors and/or Subrecipients) Contracts started in 2nd qtr.

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	Project and % Assigned
Buford Goff and Associates	Development of Project Management plan	Vendor	Y	Y	10/1/13	7/31/16	\$810,342.00	\$0.00	

13b. Describe any challenges encountered with vendors and/or sub recipients. 10.30.2014 Nothing to report at this time.

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	135,996.00	387,191.00	523,187.00	\$35,866.17	\$76,884.65	\$112,750.82
b. Personnel Fringe Benefits	47,697.00	113,990.00	161,687.00	\$13,531.53	\$18,904.68	\$32,436.21
c. Travel	216,407.00	0.00	216,407.00	\$4,118.37		\$4,118.37
d. Equipment	0.00	0.00	0.00	N/A		
e. Materials/Supplies	19,821.00	0.00	19,821.00	\$4,656.71		\$4,656.71
f. Subcontracts Total	1,057,375.00	0.00	1,057,375.00	\$212,363.38		\$212,363.38
g. Other	118,415.00	5,582.00	123,997.00	\$84,427.18		\$84,427.18
h. Total Costs	1,595,711.00	506,763.00	2,102,474.00	\$354,963.34	\$95,789.33	\$450,752.67
i. % of Total	80%	20%	100%	79%	21%	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

Bobbie Ann Merkel, ADEM Administration Division Director

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

501-683-6700

16d. Email Address

BobbieAnn.Merkel@adem.arkansas.gov

16b. Signature of Authorized Certifying Official



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

1/21/2015

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 Telecom Communications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.

October completed meeting name/location & number of attendees:

Joint Meeting w/ TX – Texarkana, AR – 10/14/14 – 21

Presentation during Farm Bureau Health & Safety Meeting 10/21/14 – 13

Presentation at Homeland Security Grants Workshop 10/22/14 – 60

Pulaski Co Fire Association Meeting 10/23/14 – 15

October Social Media:

LinkedIn Group: Arkansas Public Safety Broadband Network – 70 member's total – 13 new

Twitter @APSBN_FIRSTNET – 61 followers total w/ 461 views for the month/163 tweets total – 25 new followers

Facebook: Arkansas Public Safety Broadband Network – 287 page members (likes) total – 43 new

Webpage www.apsbn.arkansas.gov - approx. 200 visits total – 70 new

November completed meeting name/location & number of attendees

No meetings were scheduled for the month of November

November Social Media

LinkedIn Group: Arkansas Public Safety Broadband Network – 71 member's total – 1 new

Twitter @APSBN_FIRSTNET – 76 followers total w/ 98 views for the month/ – 21 new followers & 25 tweets for the month (185 total)

Facebook: Arkansas Public Safety Broadband Network – 316 page members (likes) total – 30 new

Webpage www.apsbn.arkansas.gov - approx. 207 visits total – 7 new

December completed meeting name/location & number of attendees

Calhoun County Volunteer Banquet & APSBN Presentation – Hampton, AR – 12/2/14 – 73 attendees

Collaboration meeting with Oklahoma Public Safety Broadband team to coordinate 2015 education & outreach efforts along the AR/OK border – OKC, OK – 12/19/14

December Social Media

LinkedIn Group: Arkansas Public Safety Broadband Network – 79 member's total – 8 new

Twitter @APSBN_FIRSTNET – 99 followers total w/ 157 views for the month/ – 23 new followers & 23 tweets for the month (208 total)

Facebook: Arkansas Public Safety Broadband Network – 319 page members (likes) total – 3 new

Webpage www.apsbn.arkansas.gov - approx. 250 visits total – 43 new