

U.S. Department of Commerce Performance Progress Report			2. Award or Grant Number:	04-10-S13004	
1. Recipient Name			Arizona Department of Administration	4. EIN:	866004791
3. Street Address			100 N 15th Avenue, Suite 400	6. Report Date (MM/DD/YYYY)	(7/30/2015)
5. City, State, Zip Code			Phoenix, AZ 85007	7. Reporting Period End Date: (MM/DD/YYYY)	(6/30/2015)
			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)		(08/16/2013)	(01/31/2018)		
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, 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 Amount expended
1	Stakeholder Meetings	657			
2	Broadband Conferences	6			
3	Staff Hires	0			
4	Contract Executions	0			
5	Governance Meetings	7			
6	Education and Outreach	2692			
7	Subrecipient Agreement Executed	0			
8	Phase 2 - Coverage	Stage 1-2			
9	Phase 2 - Users and Their Operational Areas	Stage 1-2			
10	Phase 2 - Capacity Planning	Stage 1-2			
11	Phase 2 - Current Providers/Procurement	Stage 1-2			
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.					
<p>1. Stakeholder Meetings: Meetings were held or presentations made at Yuma Local Emergency Planning Committee, Lake Havasu, Quartzsite, Pascua Yacqui Tribal Meeting, Fire Chief's Association of Pinal County, Arizona Homeland Security Senior Advisory Committee and the Arizona Fire District Association. We also presented at elected officials' meetings at Coconino Board of Supervisors and the Tri City Council. The total attendance for all meetings was 657.</p> <p>2. Broadband Conferences: We had three staff and three stakeholders at the PSAC, FirstNet Board and PSCR meetings in San Diego,</p> <p>3. Staff Hires: There were no staff hires for this reporting period</p> <p>4. Contract Executions: There were no contract executions for this reporting period</p> <p>5. Governance Meetings: We held seven Arizona Public Safety Broadband Network Advisory Group governance meetings of the eight planned. Meetings were held on 4/2, 4/16, 4/30, 5/14, 5/28, 6/11 and 6/25.</p> <p>6. Education and Outreach: We delivered 1,058 handouts and there were 1,634 website sessions during this period for a total of 2,692 contacts.</p> <p>7. Subrecipient Agreement Executed: There were no subrecipient agreements for this reporting period</p> <p>8. Phase 2 - Coverage: We are developing surveys, databases, entry processes and reporting methodology for Coverage, Users, Operational Areas, Capacity Planning, Current Providers and Procurement data collection, and have started collecting data.</p> <p>9. Phase 2 - Users and Their Operational Areas: (see number 8 above)</p> <p>10. Phase 2 - Capacity Planning: (see number 8 above)</p> <p>11. Phase 2 - Current Providers/Procurement: (see number 8 above)</p> <p>12. Phase 2 - State Plan Decision: The decision process for the State Plan decision is being developed.</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.

We plan to request the changes required for our Phase 2 rebaseline next quarter.

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

We have scheduled the initial State Consultation meeting for September 15, 2015 and have had our preliminary planning session.

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

We are having success with a series of short surveys questions - one or two questions that can be answered in just a few minutes. We are also holding Mobile Data Survey Tool (MDST) webinars to help familiarize stakeholders with the survey. We have had over 400 stakeholders respond to the short surveys or attend an MDST webinar.

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 fully staffed.

12b. Staffing Table

Job Title	FTE%	Project (s) Assigned	Change
Executive Manager	25%	Management oversight	none
Senior Program Advisor	100%	Management oversight and select sub-projects	none
Project Manager	90%	Finance, performance tracking and deliverable reporting	none
Finance & Planning	5%	Finance oversight and grants management	none

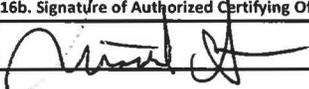
13. Subcontracts (Vendors and/or Subrecipients)

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
Knowledge Services	Staffing – 4 FTEs	Vendor	Y - Existing Vendor	Y	8/16/2013	1/30/2018	\$2,151,200	\$0
IWS-Highground	Elected Officials	Vendor	Y - Existing Vendor	Y	11/1/2014	7/30/2015	\$100,000	\$0

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

Given our shift in focus toward data collection we are holding off on our elected official initiative for now.

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		\$338,254.00	\$338,254.00	\$38,769.60	\$129,855.64	\$168,625.24
b. Personnel Fringe Benefits		\$101,476.00	\$101,476.00	\$18,766.20	\$38,956.69	\$57,722.89
c. Travel	\$413,490.00		\$413,490.00	\$51,442.41		\$51,442.41
d. Equipment						
e. Materials/Supplies	\$49,657.00		\$49,657.00	\$77,601.27		\$77,601.27
f. Subcontracts Total	\$2,251,200.00		\$2,251,200.00	\$739,417.50		\$739,417.50
g. Other	\$196,800.00	\$300,066.00	\$496,866.00		\$97,247.00	\$97,247.00
h. Indirect						
i. Total Costs	\$2,911,147.00	\$739,796.00	\$3,650,943.00	\$925,996.98	\$266,059.33	\$1,192,056.31
j. % of Total	80%	20%	100%	78%	22%	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: Michael Sherman for Kevin Donnellan, Acting Director Arizona Department of Administration				16c. Telephone (area code, number, and extension) 602-364-4794		
16b. Signature of Authorized Certifying Official: 				16d. Email Address: michael.sherman@azdoa.gov		
				Date: 7-29-15 July 30, 2015		