

U.S. Department of Commerce Performance Progress Report			2. Award or Grant Number:	11-10-S13011
			4. EIN:	53-6001131
1. Recipient Name	District of Columbia Government		6. Report Date (MM/DD/YYYY)	10/30/2017
3. Street Address	200 I Street, SE		7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
5. City, State, Zip Code	Washington, DC 20003		8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input 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	167	Actual number of individuals reached via stakeholder meetings during the quarter	
2	Individuals Sent to Broadband Conferences	2	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	2	Actual number of governance, subcommittee, or working group meetings held during the quarter	
6	Education and Outreach Materials Distributed	547	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 6	For each Phase 2 milestone category, please provide the status of the activity during the quarter: • 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 6		
10	Phase 2 - Capacity Planning	Stage 6		
11	Phase 2 - Current Providers/Procurement	Stage 6		
12	Phase 2 - State Plan Decision	Stage 6		
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.				

Stakeholders Engaged – The SPOC and staff briefed public safety at 7/18 Interoperability Communications Committee meeting. (25 stakeholders engaged - directly and through email) (August and September ICC meetings were postponed until October because of a change in personnel at the SWIC position.)

The District conducted outreach to public safety stakeholders primarily through its state plan evaluation process initiated in the previous quarter. Overall, 43 stakeholders from 13 agencies had the opportunity to participate as authorized reviewers of the FirstNet state plan; these included agency chiefs and directors and designated leads. Agencies represented included: MPD, FEMS, HSEMA, OUC, OCTO, DDOT, DPW, DFS, OCME, DOC, DOH, and Executive Office of the Mayor. The process was formally initiated through the CTO briefing of the Public Safety Cluster consisting of SIEC members, followed by state plan review and evaluation training conducted by the SPOC, agency review comments provided to OCTO, comment aggregation, and ultimately a collective review of those comments before submittal to FirstNet/AT&T by the 8/4 deadline. Rather than use the FirstNet comment tool, the District opted to use its own evaluation matrix, aggregate these comments, and then submit to Firstnet. The SPOC conducted direct/small group education and outreach interactions with MPD, OUC, FEMS, DPW, EOM Office on Federal and Regional Affairs, and DDOT (10 stakeholders), and a broader state plan evaluation review session with 23 invited agency stakeholders on 7/26. Before submitting the District's state plan review comments to FirstNet/AT&T on 8/4, OCTO conducted a session with 38 invited stakeholders from 13 public safety and public safety support agencies to review collective comments, ensuring that the District's response thoroughly and accurately reflected public safety's priorities and concerns. The SPOC met with the new SWIC and provided a FirstNet briefing 9/19.

Broadband Conferences – 2 attendees at APCO, Denver.

Governance Meetings – The CTO briefed the Office of the City Administrator (CA), the Deputy Mayor for Public Safety & Justice, and public safety stakeholder agency directors and chiefs regarding the FirstNet state plan review process on July 14 and July 27 (81 stakeholder invitees overall).

Education and Outreach – The SPOC conducted direct/small group education and outreach interactions on state plan evaluation with agencies and a broader state plan evaluation review session. Before submitting the District's state plan review comments, OCTO conducted a session with public safety and public safety support agencies to review collective comments. Overall, educational, outreach, and training materials made available to the 43 stakeholders involved in reviewing the District's state plan totaled 387. Public website hits were 160 (not including intranet site available to all District government stakeholders and SharePoint site available to State Plan reviewers). The SPOC provided additional briefing materials to members on state plan evaluation process and timelines, circulated state plan evaluation process presentations, and provided contents of meetings on the SharePoint site. Total outreach materials/instances: 547.

Phase 2 activities - We are in Stage 6 activities.

**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.**

NA

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

The CTO led executive level briefings on the FirstNet state plan and review process to the mayoral and public safety stakeholder leadership.  
 The SPOC conducted state plan evaluation education and training sessions with public safety and public safety support agencies.  
 The SPOC and OCTO leadership conducted a state plan evaluation review session before submitting comments to FirstNet.  
 OCTO met with AT&T/FirstNet to discuss RAN and other technical capabilities of the AT&T FirstNet solutions on 8/24.  
 The SPOC monitors District participation in the DHS OEC pilot program for developing Enhanced Statewide Communications Interoperability Plans (eSCIP) led by the District SWIC. The SPOC will participate in future eSCIP planning efforts as District involvement in the NPSBN will be an integral part of the eSCIP.  
 The SPOC worked with agencies to understand agency experience with AT&T cellular coverage gaps and soft spots and communicated these with AT&T.  
 The SPOC continued to discuss with other states both in the region and nationally and continued to brief the DC ICC on FirstNet status.  
 The SPOC submitted quarterly PPR 7/30 and District financial team submitted quarterly FFR in mid-July. The SPOC participated in the NTIA SLIGP funds update and quarterly call on 8/16.

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

The District effectively utilized its NPSBN state plan evaluation matrix/plan for subject matter experts, public safety stakeholders, and executive leadership to analyze, comment on, and evaluate the many components of the FirstNet/vendor draft state plan.

**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.**

**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
Project Manager	10	Provide management of all aspects of project	No change
Outreach Manager/Project Coordinator	12	Provide management and coordination of all outreach activities	No change
Legal/Regulatory Analyst	10	Provide technical oversight, support, and management of all SLIGP activities	No change
Outreach Manager	0	N/A	Merged role into Outreach Mgr/Project Coord. as of Q9
SWIC	0	N/A	Removed role as of Q9
Senior Administrative Assistant	0	N/A	Removed role as of Q9
Technical Lead	0	N/A	Removed role as of Q9

**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
CTC/Triage	Technical Subject Matter Experts	Vendor	N	Y	8/1/2013	1/31/2018	\$341,035.00	\$131,943.00
CTC	Policy Governance/Planning	Vendor	N	Y	8/1/2013	1/31/2018	\$91,101.00	\$16,499.00
CTC/Triage	Education and Outreach Support, Data Collection Support, Conference planning	Vendor	N	Y	8/1/2013	1/31/2018	\$4,018.00	\$5,927.00

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

N/A

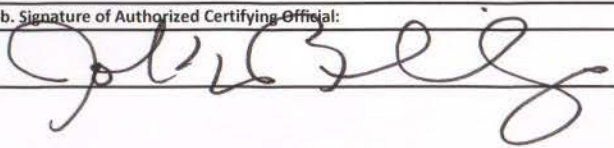
**14. Budget Worksheet**

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	\$131,442.00	\$4,812.00	\$136,254.00	\$111,341.14	\$4,812.00	\$116,153.14
b. Personnel Fringe Benefits	\$31,338.00	\$0.00	\$31,338.00	\$30,954.25	\$0.00	\$30,954.25
c. Travel	\$27,382.00	\$0.00	\$27,382.00	\$7,909.89	\$0.00	\$7,909.89
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$29.00	\$1,000.00	\$1,029.00	\$0.00	\$0.00	\$0.00
f. Subcontracts Total	\$433,631.00	\$153,369.00	\$587,000.00	\$385,857.60	\$142,221.30	\$528,078.90
g. Other	\$12,900.00	\$0.00	\$12,900.00	\$0.00	\$0.00	\$0.00
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$636,722.00	\$159,181.00	\$795,903.00	\$536,062.88	\$147,033.30	\$683,096.18
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.**

<b>16a. Typed or printed name and title of Authorized Certifying Official:</b>		<b>16c. Telephone (area code, number, and extension)</b>
Jack Burbridge, District of Columbia Single Point of Contact to FirstNet		202-715-7536
<b>16b. Signature of Authorized Certifying Official:</b>		<b>16d. Email Address:</b>
		<a href="mailto:jack.burbridge@dc.gov">jack.burbridge@dc.gov</a>
		<b>Date:</b> 10/27/17 10/30/2017