

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number Expiration Date: 8/31/2016 15-10-S13015			
		4. EIN 996000896			
1. Recipient Name Hawaii Department of Defense		6. Report Date (MM/DD/YYYY) 07/22/2014			
3. Street Address 3949 Diamond Head Road		7. Reporting Period End Date: 06/30/2014			
5. City, State, Zip Code Honolulu, Hawaii 96816		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		9. Report Frequency X Quarterly	
10a. Project/Grant Period Start Date: 09/01/2013	10b. End Date: (MM/DD/YYYY) 8/31/2016				
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	836			
2	Broadband Conferences	4 individual meetings/ conferences – 355 individuals			
3	Staff Hires	0			
4	Contracts	1*	\$124,323	0	0
5	Governance Meeting	0			
6	Working Group	0			
7	Education and Outreach	738			
8	Sub recipient Agreements	0			
9	Phase II Activities	NA			
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.					
1) Stakeholder Meetings: a) Grantee leveraged attendance at SLIGP meetings to begin planning for a state of Hawai'i collaboration with all the territories and the state of Alaska; over the period of 3 months, grantee worked with numerous business stakeholders in Hawai'i (e.g., cabinet level and county leadership levels, heads of public safety organizations, to begin to organize a targeted collaboration to be held in Kaua'i on July 1-2; b) grantee presented at over 30 stakeholder meetings to outreach and educate targeted stakeholders and encourage them to attend the Collaboration as a way of learning firsthand about FirstNet; c) presented concept of Hawai'i hui at PSCR meeting in Colorado the first week of June. Spoke individually to over 60 individuals at the conference to educate about FirstNet and island issues; d) met with territories and AK representatives, as well as FN presenters, to prepare for the Hawai'i collaboration; e) reached out to County Emergency Managers in Hawai'i, Kaua'i, Maui and C & C of Honolulu to encourage participation in Collaboration in anticipation of County and state stakeholder meetings; f) Contractor prepared a template for consideration of use by SWIC for the proposed website upon which the SLIGP and FirstNet documents and information					

- will be shared in Hawaii; g) outreach plan is being modified; and h) snapshot/sidebar was prepared for MACINAC article published in APCO magazine (worked with NJ).
- 2) Stakeholder meetings included: E911 Board meeting and Conference; City and County of Honolulu Regional Planning Zone meeting; presented FirstNet at HEPEC meeting in April (125 attendees); US Coast Guard Admiral and new Executive to Captain of Port briefed on FirstNet to prepare for Collaboration; Hawai'i proposed Homeland Security Office meeting; meeting with Executive & Judiciary emergency planners, including Sheriff/DPS, DOT, ICSD, contractors; meeting with deputy Attorney General related to participation in HI Collaboration and need for their participation and understanding of FirstNet; met with IT director of City & County of Honolulu to encourage closer collaboration between emergency communications staff and IT offices in Hawai'i; met with TAG and TA providers from DHS to discuss proposed governance models for consideration by the SPOC to reconvene governance changes.
 - 3) Outreach has included: E911 Board, Western States bi-monthly meetings; meetings with Early Builders Advisory Committee, HEPEC member agencies, State and Federal agencies, county agencies and stakeholder organizations; territory representatives and State of Alaska representatives to prepare for Collaboration; met with DOT, State procurement, DLNR, OHA, PIO for Kaua'i, various executive branch agencies and county leadership.
 - 4) Conferences: PSCR/Denver: 4 people attended. PSCR is an annual conference to update on FirstNet roadmap activities, technical updates, SWIC networking, FirstNet Board Meeting and meetings with FirstNet Board; Preparation for Hawai'i Collaboration with Territories, AK and presenters.
 - 5) FirstNet quarterly meeting: telephonic. This meeting was attended by SWIC and representative from OIMT.
 - 6) Governance: Hawai'i is in the process of organizing a governance entity. The entity that was in place earlier was not officially chartered and had no authority to oversee policy or make recommendations on best practices. Several meetings were held with the SPOC, SWIC, CIO and consultants to develop a governance methodology which is being used to develop a new group. While the number in Governance meetings is "0", it does not reflect that Hawai'i has not moved forward; rather, it describes that there has been no official governance meeting as that group is still being formed.

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.

Not at this time

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

Governance evaluation was presented to the SPOC by consultant from DHS/OEC as part of the Technical Assistance program available to the State. The final report was presented to the SPOC and several models for consideration were presented. Because many state and local decision making processes can be very long, timing remains an issue for achieving some of the objectives of the grant. The bulk of this quarter was spent in reaching out to state and local government stakeholders in anticipation of the planned/approved Hawai'i Broadband Collaboration with the Territories and the State of Alaska.

12. Personnel

12a. If the project is not fully staffed, describe how any lock of staffing may impact the project's time line and when the project will be fully staffed.

The SWIC is the key staffer leading this effort. She is contributing 55% or more on the project.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Statewide Interoperability Coordinator	.55	Project Manager for the SLIGP activities	No change

Add Row

Remove Row

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
TBD	Legal Counsel	Vendor	Y	Y	As Required	0	0	0	NA
SSFM	Plan/Outreach Development	Vendor	Y	Y	April 15, 2014	July 2016	\$124,323	0	11.4%

Marriott	Pre-State Consultation	Vendor	N	Y	July 1, 2014	July 2, 2014	\$32,000	0	2.9%
TBD	Phase II Support	Vendor	N	N	TBD	TBD	\$427,339	0	NA

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

Outside counsel expertise is available through the Office of Information Management and Technology (OIMT). OIMT vetted the legal counsel applications through the process of procurement with the Attorney General’s Office for the purpose of having counsel available for work related to FirstNet and SLIGP. The Contractor is engaged with the Hawaii SWIC for areas related to governance planning, SCIP meetings to tie to FirstNet, Outreach strategy. As the program matures, more staff or appropriate contractors for specific purposes will be required to assist the SWIC.

14. Budget Worksheet

Columns 2, 3, and 4 must match your current 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	0	\$156,750	\$156,750	0	\$43,724	\$43,724
b. Personnel Fringe Benefits	0	\$61,269	\$61,269	0	\$18,315	\$18,315
c. Travel	\$149,736	0	149,736	\$23,869	0	\$23,869
d. Equipment	0	0	0	0	0	0
e. Materials/Supplies	0	0	0	0	0	0
f. Subcontracts Total	\$722,339	0	\$722,339	0	0	0
g. Other	0	0	0	0	0	0
h. Total Costs	\$872,075	\$218,019	\$1,090,094	\$23,869	\$62,039	\$85,968
i. % of Total	80%	20%	100%	27.8%	72.2%	100%

Note: The match contributed for the match April 1 – June 30, 2014 in the amount of 180 hours at \$45.67 per hour for total contribution of \$8,221; fringe contribution computed at 42% for \$3,453.

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 document.

16a. Typed or printed name and title of Authorized Certifying Official Darryll D. M. Wong Major General, Director of Homeland Security, SAA SPOC	16c. Telephone (are code, number, and extension) 808-733-4246
	16d. Email Address darryll.wong@us.af.mil
16b. Signature of Authorized Certifying Official 	16e. Date Report Submitted (month, day, year) September 4, 2014