

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	22-10-S-13002
1. Recipient Name		Office of State Police		4. EIN:	720724657
3. Street Address		7919 Independence Blvd.		6. Report Date (MM/DD/YYYY)	1/26/2017
5. City, State, Zip Code		Baton Rouge, LA 70806-6406		7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2016
				8. Final Report	9. Report Frequency
				Yes <input type="checkbox"/>	Quarterly <input checked="" type="checkbox"/>
				No <input checked="" type="checkbox"/>	
10a. Project/Grant Period				10b. End Date: (MM/DD/YYYY)	2/28/2018
Start Date: (MM/DD/YYYY)		6/1/2014			
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	77	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	3	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	1	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	738	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 4 Stage 5	For each Phase 2 milestone category, please provide the status of the activity during the quarter: <ul style="list-style-type: none"> <li>• Stage 1 - Process Development</li> <li>• Stage 2 - Data Collection in Progress</li> <li>• Stage 3 - Collection Complete; Analyzing/Aggregating Data</li> <li>• Stage 4 - Data Submitted to FirstNet</li> <li>• Stage 5 - Continued/Iterative Data Collection</li> <li>• Stage 6 - Submitted Iterative Data to FirstNet</li> </ul>		
9	Phase 2 – Users and Their Operational Areas	Stage 4 Stage 5			
10	Phase 2 – Capacity Planning	Stage 4 Stage 5			
11	Phase 2 – Current Providers/Procurement	Stage 4 Stage 5			
12	Phase 2 – State Plan Decision	Stage 1 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.**

1. Outreach Attendees: 25-Region 2 Coverage Review and Update Workshop, 12-Terrebonne Parish Fire Chief's Meeting, 21-Region 2 Interoperability Committee Meeting, 14-Webster Parish Fire Chief's Association Meeting, 72-TOTAL People attended outreach presentations. Parish Meetings: 16-Caddo Fire Chiefs, 18-Bossier Fire Chiefs. 232-TOTAL People attended all outreach presentations.  
 2. Out of State/Conference Travel: SPOC in Arizona Attended by SPOC, GOHSEP Director and LA First staff Technical Consultant.  
 3. Staff Hires: None.  
 4. Contract(s) Executed: None  
 5. Governance Meetings Held: Governance Meetings Held SIEC Meeting- October 26, 2016.  
 6. Outreach: 51-Brochures, 26-FirstNet Fire Services Fact Sheet, 77-TOTAL Materials Distributed. Twitter: 480-Total followers as of December 31, 2016, 22-New followers October 1 – December 31 2016, 127-Tweets October 1 – December 31, 2016. Website: 639 hits, 511 users, 77% of sessions were from new visitors.  
 7. Subrecipient Agreements: None.  
 8. Data has been collected, compiled and submitted via Dropbox 9/30/15. Additional inputs submitted 9/30/16.  
 9. Data has been collected, compiled and submitted automatically via CASM and via Dropbox 9/30/15. If the MDST remains active, agencies may continue to submit info and inform the process. Additional inputs submitted 9/30/16.  
 10. Data has been collected, compiled and submitted automatically via CASM and via Dropbox 9/30/15. If the MDST remains active, agencies may continue to submit info and inform the process. Additional inputs submitted 9/30/16.  
 11. Data has been collected, compiled and submitted automatically via CASM. If the MDST remains active, agencies may continue to submit info and inform the process.  
 12. Our State Plan review process expected to be provided next quarter. Draft Plan is pending RFP contract selection.

**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.**

No substantive changes anticipated.

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

Additional data submitted. To gather the non-MDST data for the second data collection opportunity, LA FirstNet staff held a series of Coverage Workshops in 8 of the 9 Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) regions the previous quarter. The last Coverage Workshop was held in Region 2 on October 18th. A total of 25 members of our public safety community participated in the Region 2 workshop. As a result, additional inputs on layers were received from stakeholders and will be used as part of network planning with FirstNet and ultimately with their network partner chosen as a result of the previously referenced RFP. LA FirstNet staff continued outreach meetings providing education on the FirstNet project.

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

None 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.**

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
Technology Consultant	50	Lead and overall technology advisor to all projects.	No change
Grant Administrator	5	Lead and overall grant administrator for this grant program.	No change
Program Manager	100	Lead and overall project implementation and direction.	No change
Outreach Coordinator	100	Lead and develop and implement outreach and education plans. Coordinate outreach to local and tribal jurisdictions, communicate information to key stakeholders.	No change
Technology Specialist	50	Responsible for technology outreach, education and consultation to the state. Consult and assist public safety agencies on their future needs as well as plan guidelines. Participate in SCIP updates on Broadband related activities. Act in advisory capacity on all technical matters.	No change
Technology Specialist	50	Responsible for technology outreach, education and consultation to the state. Consult and assist public safety agencies on their future needs as well as plan guidelines. Participate in SCIP updates on Broadband related activities. Act in advisory capacity on all technical matters.	No change
Grant Coordinator	20	Provide grant administrative and coordination support, including completing progress reports, reimbursements and ensuring grant activities are completed on time.	No change
Statewide Interoperability Coordinator (SWIC)	5	Provide oversight for the SLIGP grant, ensuring that all activities are completed on time and within budget. The SWIC will be the primary point of contact for consultation with FirstNet, and will work to expand the State's governance structure and ensure the SCIP is updated.	No change

**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
Sides and Associates	Develop outreach materials, website and branded content for all LA FirstNet Materials.	Vendor	Y	Y	1/14/2015	3/31/2016	\$325,000.00	\$0.00
GCR	Provide GIS support for data collection to FirstNet	Vendor	Y	Y	8/14/2015	10/31/2015	\$34,928.00	\$0.00
GCR	Provide GIS support for data collection to FirstNet	Vendor	Y	Y	5/9/2016	10/31/2016	\$70,550.00	\$0.00
Louisiana Education and Television Authority (LETA)	Provide video and audio support for consultation and website outreach activities	Vendor	N	Y	5/4/2015	10/31/2015	\$52,000.00	\$0.00
Unknown Contractor	Additional support to LA FirstNet-not determined at this time.	Vendor	N	N	N/A	N/A	\$319,343.00	\$0.00

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

None this quarter.

**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	\$787,889.00	\$289,028.00	\$1,076,917.00	\$331,976.00	\$143,523.00	\$475,499.00
b. Personnel Fringe Benefits	\$253,656.00	\$115,611.00	\$369,267.00	\$195,090.00	\$73,858.00	\$268,948.00
c. Travel	\$73,416.00	\$0.00	\$73,416.00	\$14,422.00	\$0.00	\$14,422.00
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$11,939.00	\$0.00	\$11,939.00	\$10,585.00	\$0.00	\$10,585.00
f. Subcontracts Total	\$801,821.00	\$56,542.00	\$858,363.00	\$82,949.00	\$0.00	\$82,949.00
g. Other	\$0.00	\$20,999.00	\$20,999.00	\$0.00	\$0.00	\$0.00
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$1,928,721.00	\$482,180.00	\$2,410,901.00	\$635,022.00	\$217,381.00	\$852,403.00
j. % of Total	80%	20%	100%	74%	26%	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.**

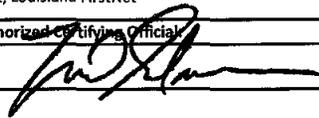
**16a. Typed or printed name and title of Authorized Certifying Official:**

Colonel Michael D. Edmonson, Superintendent, Office of State Police  
Single Point of Contact, Louisiana FirstNet

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

225.925.6118

**16b. Signature of Authorized Certifying Official:**



**16d. Email Address:**

Mike.Edmonson@la.gov

**Date:**

1/26/2017