

U.S. Department of Commerce State and Local Implementation Grant Program Close Out Report				2. Award or Grant Number:	25-10-S13025
				4. EIN:	04-6002284
1. Recipient Name	Massachusetts Executive Office of Public Safety and Security			6. Report Date (MM/DD/YYYY):	4/30/2018
3. Street Address	10 Park Plaza, Suite 3720			7. Reporting Period End Date: (MM/DD/YYYY)	2/28/2018
5. City, State, Zip Code	Boston, MA 02116				
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	8/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018		
Part A: Metrics - Final PPR Milestone Data (cumulative through the last quarter)					
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	2,642	Actual number of individuals reached via stakeholder meetings during the period of performance		
2	Individuals Sent to Broadband Conferences	32	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the period of performance		
3	Staff Hired (Full-Time Equivalent)(FTE)	0.86	Actual number of state personnel FTEs who began supporting SLIGP activities during the period of performance (may be a decimal)		
4	Contracts Executed	5	Actual number of contracts executed during the period of performance		
5	Governance Meetings	44	Actual number of governance, subcommittee, or working group meetings held during the period of performance		
6	Education and Outreach Materials Distributed	19,461	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 period of performance		
7	Subrecipient Agreements Executed	0	Actual number of agreements executed during the period of performance		
8	Phase 2 - Coverage	Complete Dataset Submitted to FirstNet	Please choose the option that best describes the data you provided to FirstNet in each category during the period of performance: <ul style="list-style-type: none"> • Not Complete • Partial Dataset Submitted to FirstNet • Complete Dataset Submitted to FirstNet 		
9	Phase 2 – Users and Their Operational Areas	Complete Dataset Submitted to FirstNet			
10	Phase 2 – Capacity Planning	Complete Dataset Submitted to FirstNet			
11	Phase 2 – Current Providers/Procurement	Complete Dataset Submitted to FirstNet			
12	Phase 2 – State Plan Decision	Complete Dataset Submitted to FirstNet			
Part B: Narrative					
Milestone Data Narrative: Please Describe in detail the types of milestone activities your SLIGP grant funded (Please reference each project type you engaged in. Example: Governance Meetings, Stakeholders Engaged)					
<p>The SLIGP grant funded the following major activities: staffing of the EOPSS Public Safety Broadband Office, compilation of the Massachusetts FirstNet Advisory Board, participation in national FirstNet-related conferences, development and distribution of FirstNet-related outreach materials, participation in stakeholder meetings, and one-on-one consultation with key decision makers in Massachusetts.</p>					
Please describe in detail any SLIGP program priority areas (education and outreach, governance, etc.) that you plan to continue beyond the SLIGP period of performance.					
<p>The Massachusetts FirstNet Advisory Board is planned to continue to meet following the end of the SLIGP grant. The EOPSS Public Safety Broadband Office will continue to field questions from stakeholders concerning the NPSBN.</p>					

Data collection narrative: Please describe in detail the status of your SLIGP funded data collection activities.

The EOPSS PSBO compiled a set of over seventy GIS data layers appropriate to coverage needs within the Commonwealth of Massachusetts. The PSBO also compiled a listing of key police, fire, EMS, and emergency management contacts throughout Massachusetts..

Please describe in detail any data collection activities you plan to continue beyond the SLIGP period of performance.

The EOPSS PSBO continues to maintain the GIS layers that were submitted as part of the SLIGP funded data collection, as well as the list of Massachusetts public safety stakeholders.

Lessons Learned: Please share any lessons learned or best practices that your organization implemented during your SLIGP project.

As shared with the NTIA team during the September 2014 NTIA SLIGP site visit, the PSBO has identified the following best practices, success stories, or lessons learned in regard to SLIGP-funded activities:

Part C: Staffing

Staffing Table - Please provide a summary of all positions funded by SLIGP.

Name	FTE%	Project(s) Assigned	Change
Undersecretary of EOPSS	20%	SLIGP executive oversight	No change.
Deputy Director State 911 Department	10%	Stakeholder liaison for emergency dispatch	No change.
State Police Radio Engineer	10%	Statewide radio area network subject matter expert; needs analysis	No change.
Acting Commissioner of DCJIS	10%	Stakeholder liaison for criminal justice; subject matter expert for criminal justice needs	No change.
EOPSS Special Projects, Project Manager	10%	Setup of PSBO office logistics, coordination of EOPSS resources, managing SharePoint resources	No change.
Compliance and Data Coordinator (OGR)	15%	Grant management, program reporting, site visits, data collection and program close out.	No change.
Director HS Division (OGR)	5%	Grant Administrative Management	No change.
Budget Director (OGR)	7%	Grant set-up, Accounting and Reconciliation, Fiscal Monitoring, Financial Reporting and Fiscal Close Out	No change.
Fiscal Management and Audit Support	5%	Grant set-up, Accounting and Reconciliation, Fiscal Monitoring, Financial Reporting and Fiscal Close Out Fiscal Management and Audit Support	No change.

Part D: Contracts and Funding

Subcontracts Table – Include all subcontractors engaged during the period of performance. The totals from this table must equal the “Subcontracts Total” in your Budget Worksheet

Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFQ Issued (Y/N)	Total Federal Funds Allocated	Total Matching Funds Allocated
McInnis Consulting Services	Project Director Staff Augmentation	Vendor	N	\$375,480	
The Innovations Group, Inc.	Broadband Subject Matter Expert Staff Augmentation	Vendor	N	\$439,298	\$280,702
SWBailey Consulting LLC	Project Manager Staff Augmentation	Vendor	N	\$450,000	
SWBailey Consulting LLC	Education and Outreach Coordinator Staff Augmentation	Vendor	N	\$337,500	
SWBailey Consulting LLC	Data Collection Coordinator Staff Augmentation	Vendor	N	\$50,000	
SWBailey Consulting LLC	Project and Collaboration Web Site and Admin	Vendor	N	\$72,000	

Budget Worksheet

Columns 2, 3 and 4 must match your project budget for the entire award and your final SF 424A. Columns 5, 6, and 7 should list your final budget figures, cumulative through the last quarter

Project Budget Element (1)	Federal Funds Awarded (2)	Approved Matching Funds (3)	Total Budget (4)	Final Federal Funds Expended (5)	Final Approved Matching Funds Expended (6)	Final Total funds Expended (7)
a. Personnel Salaries	\$114,688.00	\$238,850.00	\$353,538.00	\$106,897.40	\$248,624.44	\$355,521.84
b. Personnel Fringe Benefits	\$34,537.00	\$0.00	\$34,537.00	\$33,597.56	\$0.00	\$33,597.56
c. Travel	\$41,200.00	\$0.00	\$41,200.00	\$35,868.66	\$0.00	\$35,868.66
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$0.00	\$6,799.00	\$6,799.00	\$0.00	\$5,898.82	\$5,898.82
f. Subcontracts Total	\$1,724,278.00	\$271,027.00	\$1,995,305.00	\$1,619,694.15	\$262,152.74	\$1,881,846.89
g. Other	\$24,000.00	\$0.00	\$24,000.00	\$16,196.98	\$0.00	\$16,196.98
Indirect	\$128,000.00	\$0.00	\$128,000.00	\$104,805.77	\$0.00	\$104,805.77
h. Total Costs	\$2,066,703.00	\$516,676.00	\$2,583,379.00	\$1,917,060.52	\$516,676.00	\$2,433,736.52
i. % of Total	80%	20%	100%	79%	21%	100%

Part E: Additional Questions: Please select the option (Strongly Disagree, Disagree, Neutral, Agree, Somewhat Agree, Strongly Agree) that best suits your answer.			
Overall, were SLIGP funds helpful in preparing for FirstNet?	Agree	What was most helpful? What challenges did you encounter?	<i>It was helpful to be able to stand up an office within EOPSS to focus on the planning for the NPSBN and to respond to questions from public safety stakeholders.</i>
Were SLIGP funds helpful in planning for your FirstNet consultation?	Somewhat Agree	What was most helpful? What challenges did you encounter?	<i>The consultation process with FirstNet had its faults, but SLIGP funding was helpful in making sure that the Commonwealth of Massachusetts was fully prepared for those meetings and information requests.</i>
Were SLIGP funds helpful in informing your stakeholders about FirstNet?	Agree	What was most helpful? What challenges did you encounter?	<i>SLIGP funding was used to host outreach events, create materials for distribution, and create online content. These were all helpful.</i>
Were SLIGP funds helpful in developing a governance structure for broadband in your state?	Somewhat Agree	What was most helpful? What challenges did you encounter?	<i>While governance meetings were not a large cost item, the staff that prepared materials for governance meetings and responded to MFAB member requests were SLIGP funded.</i>
Were SLIGP funds helpful in preparing your staff for FirstNet activities in your state (e.g. attending broadband conferences, participating in training, purchasing software, procuring contract support etc.)?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>It has been very helpful to allow key staff to attend national broadband conferences and meetings. The face-to-face communications helped develop inter-state relationships. Additionally, key tools like ArcGIS allowed our staff to compile significant coverage materials in support of FirstNet's planning efforts.</i>
Were SLIGP funds helpful in updating your Statewide Communications Interoperability Plan?	Neutral	What was most helpful? What challenges did you encounter?	<i>SLIGP funding was not significantly used in the update of the SCIP plan.</i>
Were SLIGP funds helpful in preparing for your review of the FirstNet developed State Plan?	Somewhat Agree	What was most helpful? What challenges did you encounter?	<i>Detailed reviews of the FirstNet Massachusetts State Plan were performed by PSBO staff members that were funded by SLIGP.</i>
Were SLIGP funds helpful in conducting FirstNet determined data collection?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>SLIGP funds were used to purchase key software tools that allowed the PSBO to survey first responders and to model coverage needs for the Commonwealth.</i>
Part F: 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.			
Typed or printed name and title of Authorized Certifying Official:		Telephone (area code, number, and extension)	(617) 727-7775
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Signature of Authorized Certifying Official:		Date:	5/29/2018
Sign here 			