

U.S. Department of Commerce SLIGP 2.0 Performance Progress Report				2. Award or Grant Number:	23-10-S18023
1. Recipient Name				4. EIN:	01-6000001
State of Maine – DAFS				6. Report Date (MM/DD/YYYY)	01/18/2021
3. Street Address				7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2020
145 State House Station				8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
5. City, State, Zip Code				Augusta, ME 04333-0145	
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)		10b. End Date: (MM/DD/YYYY)			
03/01/2018		03/31/2021			
11. List the individual projects in your approved Project Plan					
	Activity Type (Planning, Governance Meetings, etc.)	Was this Activity Performed during the Reporting Quarter? (Yes/No)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category	
Activities/Metrics for All Recipients during the Reporting Quarter					
1	Governance Meetings	Yes	1	Actual number of governance, subcommittee, or working group meetings related to the NPSBN held during the quarter	
2	Individuals Sent to Broadband Conferences	No	0	Actual number of individuals who were sent to national or regional third-party conferences with a focus area or training track related to the NPSBN using SLIGP grant funds during the quarter	
3	Convened Stakeholder Events	Yes	1	Actual number of events coordinated - or held using SLIGP grant funds during the quarter, as requested by FirstNet.	
4	Staff Hired (Full-Time Equivalent)(FTE)	No	0.00	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal).	
5	Contracts Executed	No	0	Actual number of contracts executed during the quarter.	
6	Subrecipient Agreements Executed	No	0	Actual number of agreements executed during the quarter.	
7	Data Sharing Policies/Agreements Developed	No		Yes or No if data sharing policies and/or agreements were developed during this reporting quarter.	
8	Further Identification of Potential Public Safety Users	No		Yes or No if further identification of potential public safety users occurred during this reporting quarter.	
9	Plans for Emergency Communications Technology Transitions	No		Yes or No if plans for future emergency communications technology transitions occurred during this reporting quarter.	
10	Identified and Planned to Transition PS Apps & Databases	No		Yes or No if public safety applications or databases within the State or territory were identified and transition plans were developed this reporting quarter	
11	Identify Ongoing Coverage Gaps	Yes		Yes or No if participated in identifying ongoing coverage gaps using SLIGP funds during this reporting quarter.	
12	Data Collection Activities	No		<b>(Opt-In and Opt-Out Post-SMLA Phase Only)</b> Yes or No if participated in data collection activities as requested by FirstNet or following	
Activities for Opt-Out States only in the Pre-SMLA Phase during the Reporting Quarter					
13	Stakeholders Engaged			Actual number of individuals reached via stakeholder meetings or events during the quarter.	
14	Education and Outreach Materials Distributed In-Person			Actual number of materials distributed in-person during this quarter.	

15	Education and Outreach Materials distributed Electronically			<i>Actual volume of hits or impressions to any website, e-newsletter, social media post, or other account supported by SLIGP during the quarter.</i>
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**11a. Narrative description for each activity reported in Question 11 for this quarter; any challenges or obstacles encountered and mitigation strategies you have employed; planned major activities for the next quarter; and any additional project**

The Office of Information Technology Executive Director of Client and Infrastructure Services provided Match for this grant for the quarter and he also assumed the role of SPOC when David Maxwell retired on October 31, 2020. Match is also provided by the Office of Information Technology Director of Radio Operations who oversees the state radio network (MSCommNet) as well as DAFS administrative staff processing payroll and invoices. Per the recent budget modification the Consultant attributed time towards Match as well. For 11.1, one governance team meeting occurred during the quarter on 10/27/20. For 11.2, no broadband conferences were held. For 11.3, one stakeholder event was held. It was a two-part "roadmapping" session, Part II was held on 10/1/2020. Most other special events planned during the quarter were cancelled or postponed to 2021 due to COVID-19. For 11.11, conversations with stakeholders continued regarding known or perceived gaps in proposed coverage. Additional activities during the quarter were: several emails and calls regarding the State of Maine budget modification for the SLIGP2 grant; a quarterly call with NTIA on November 13, 2020; and a project update at the quarterly E911 Advisory meeting on December 8, 2020. Also, a clarifying call was held to discuss drive testing, some including NTIA on December 7, 2020. Several calls with FirstNet ME and project team occurred weekly throughout the quarter.

**12. Personnel**

**12a. Staffing Table - Please include all staff that have contributed time to the project with current quarter's utilization. Please only include FTE staff employed by the state not contractors. Please do not remove individuals from this table.**

Job Title	FTE%	Project (s) Assigned	Change
Program Director, FirstNetME	100% (33.33%)	FirstNet all aspects Oct 1 - 31, 2020	Split funded between federal and state (50%/50%)
OIT Director of Communications and Administration	55%	FirstNet all aspects - entire quarter	All match (position eliminated/no backfill; match through October 2018)
OIT Director of Client Technology Services	25%	FirstNet all aspects - entire quarter; assuming more of the role of the SPOC and more time spent on the grant as match	All match (new to the grant beginning November 2018)
OIT Director of MSCommNet	25%	FirstNet all aspects - entire quarter	All match (new to the grant - matching since March 2018)
DAFS Financial Analyst	2%	FirstNet all aspects - entire quarter	All match (new to the grant - matching since March 2018)

**12b. Narrative description of any staffing challenges, vacancies, or changes.**

NA

**13. Contractual (Contract and/or Subrecipients)**

**13a. Contractual Table – Include all contractors. The totals from this table should equal the “Contractual” in Question 14f.**

Name	Subcontract Purpose	Type (Contract/Subrec.)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
Tilson	FirstNet SLIGP all aspects - contract extension	Vendor	N	Y	10/1/2014	4/30/2021	\$267,500.00	\$0.00

**13b. Narrative description any challenges, updates, or changes related to contracts 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)	NTE Total Federal Funds Approved (2)	NTE Total Matching Funds Approved (3)	NTE Total Budget (4)	Federal Funds Obligated to Date (5)	Matching Funds Approved to Date (6)	Total Budget to Date (7)	Federal Funds Expended (8)	Approved Matching Funds Expended (9)	Total funds Expended (10)
a. Personnel Salaries	\$238,522.00	\$65,122.00	\$303,644.00	\$238,522.00	\$65,122.00	\$303,644.00	\$230,841.79	\$69,737.85	\$300,579.64
b. Personnel Fringe Benefits	\$118,245.00	\$33,205.00	\$151,450.00	\$118,245.00	\$33,205.00	\$151,450.00	\$114,429.20	\$38,215.55	\$152,644.75
c. Travel	\$11,000.00	\$5,000.00	\$16,000.00	\$11,000.00	\$5,000.00	\$16,000.00	\$8,153.15	\$3,277.18	\$11,430.33
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
f. Contractual	\$243,862.00	\$15,000.00	\$258,862.00	\$243,862.00	\$15,000.00	\$258,862.00	\$206,115.28	\$21,600.00	\$227,715.28
g. Other	\$1,500.00	\$36,000.00	\$37,500.00	\$1,500.00	\$36,000.00	\$37,500.00	\$1,480.00	\$54,324.98	\$55,804.98
h. Indirect	\$61,313.00	\$14,283.00	\$75,596.00	\$61,313.00	\$14,283.00	\$75,596.00	\$49,885.94	\$6,216.00	\$56,101.94
i. Total Costs	\$674,442.00	\$168,610.00	\$843,052.00	\$674,442.00	\$168,610.00	\$843,052.00	\$610,905.36	\$193,371.56	\$804,276.92
j. Proportionality Percent	80.00%	20.00%	100.00%	80.00%	20.00%	100.00%	75.96%	24.04%	100.00%

**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> Nicholas Marquis, Executive Director of Client and Infrastructure Services & FirstNetME SPOC		<b>16c. Telephone (area code, number, and extension)</b> 207-615-9602
<b>16b. Signature of Authorized Certifying Official:</b> 		<b>16d. Email Address:</b> <a href="mailto:nicholas.marquis@maine.gov">nicholas.marquis@maine.gov</a>
		<b>Date:</b> 01/20/2021

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