U.S. Department of Commerce	2. Award or Grant Number: 26-10-S13026	
Performance Progress Report	4. EIN: 38-6000134	
1. Recipient Name : Michigan State Police – State 911 Administrative Section	6. Report Date (MM/DD/YYYY) : January 31, 2016	
3. Street Address: P.O. Box 30634 333 S Grand Ave.	7. Reporting Period End Date: December 31, 2015	
5. City, State, Zip Code: Lansing, MI 48909-0634	8. Final Report ☐ Yes X No	9. Report Frequency X Quarterly
10a. Project/Grant Period Start Date: 09/01/2013	10b. End Date: 02/28/2018	

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	45			
2	Conferences	2			
3	Staff Hires (FTE)	0			
4	Contract Executions	0			
5	Governance Meetings	4			
6	Education and Outreach Materials	11,764 (copies + Q10 Tweets*Followers)			
7	Sub-recipient Agreements Executed	N/A			
8	Phase 2 - Coverage	Stage 4			
9	Phase 2 Users and their Operational Areas	Stage 4			
10	Phase 2 Capacity Planning	Stage 4			
11	Phase 2 Current Providers/Procurement	Stage 4			
12	Phase 2 State Plan Decision	Stage 1			

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.

Milestone Activities:

Outreach & Education :

- Conducted a Pre-Workshop session of "LTE 101" Educational Webinar to lesser-experienced attendees of the Regional Engagement Workshop for Emergency Management Region 6 (December 9) 10 attendees.
- Hosted the Region 6 Engagement Workshop in Grand Rapids, MI (December 16) 34 Attendees
- Testified to the Communications and Technology Committee 1 Attendees

Governance: All governance meetings were hosted in Lansing MI with additional access through a webinar
- Hosted Monthly MI Public Safety Broadband Work Group Meetings: (October 6, and November 3) 24 Attendees
- Attended and presented at the Fall 2015 SPOC Meeting (October 7-8, 2015) 50 Attendees
- Hosted Michigan Public Safety Communications Interoperability Board Meeting: (December 8) 17 Attendees

Conferences:
- Attended the Michigan Broadband Conference (October 20) 1 Attendee
- Attended the North American International Cyber Summit (October 26) 1 Attendee

Social Media:
- The @MiPSBB Twitter Account metrics are 386 Followers, 374 Tweets and Following 367 as of December 31, 2015

  Twitter has been a great tool for the MiPSB outreach team to provide information to our followers regarding outreach events and educational opportunities, program updates and activities, governance items and related news items and discussions. Additionally, this has been beneficial to our outreach team in tracking activities with other SLIGP teams.

Other Program Activities:
- Continue to collect information and enter contact information, outreach events and agency participation into Michigan User Engagement Database
- Outreach and Education
  o Produced 2016 version of the Michigan Outreach and Education plan.
  o Currently developing agenda and content for a number of regional (seven statewide Emergency Management Regions plus one Tribal focused session) conferences this winter and spring.

    ▪ Conducted successful Pilot Workshop with region six stakeholders
    ▪ Working on final plans and schedules

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.

Nothing at this time

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

Nothing at this time

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

The Michigan team has had excellent success in engaging the various Tribal Nations for the FirstNet Initial Consultation, with 50% participation. Laura Blastic (MiPSB Program Manager) made a presentation of the strategies and procedures employed to gain that level of participation, at the October SPOC Meeting in Denver.

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

Job Title	FTE %	Project(s) Assigned	Change
SWIC	.5	Provide oversight of all SLIGP project activities and outreach/education efforts	Continued work on SLIGP
Grant Director	.10	Provide oversight of all grant fiduciary activities and reporting requirements for the state.	Continued work on SLIGP
CIO / SPOC	.1	Primary point of contact. Inform Governor's office	Continued work on SLIGP
SLIGP Program Manager	.5	Project Management and operations	Changed to Contract Staff
Shared Services Director	.10	Executive support and managing SLIGP project team	Continued work on SLIGP
Shared Services Director Admin Support	.10	Administrative support relating to SLIGP efforts including scheduling meetings, preparing materials and human resources activities	Continued work on SLIGP
Outreach Support Staff 1	.1	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Changed to Contract Staff
Budget & Procurement Analyst	.1	Advise in all procurement and purchasing required for SLIGP. Monitor and track staff time reporting and project invoices	Changed to Contract Staff
Outreach Support Staff 2	.8	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Changed to Contract Staff
Outreach Support Staff 3	.8	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Changed to Contract Staff
SWIC Admin Support	.1	Administrative support relating to SLIGP efforts including scheduling meetings, preparing materials and human resources activities	Continued work on SLIGP
Subject Matter Expert Engineer 1	.2	Provided technical support to project	Changed to Contract Staff
Subject Matter Expert Engineer 2	.2	Provided technical support to project	Changed to Contract Staff

Add Row   Remove Row

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	Project and % Assigned
State of Michigan	DTMB Project Staffing	Vendor	N	Y	10/1/15	2/28/18	$1,708,755.23	$0.00	
Consolidated Telecom Services (CTS)	Consulting and General Support	Vendor	y	Y	6/9/15	2/28/18	$1,197,362	$0.00	
Michigan State University	Kellogg Hotel & Conference Center	Vendor	N	Y	5/19/15	9/30/15	$2,500	$0.00	
AIC	Consulting and General Support	Vendor	N	Y	7/1/14	9/30/14	$123,455	$0.00	
Cynergyze	Consulting and General Support	Vendor	N	Y	3/1/14	6/30/14	$100,000	$0.00	
Cynergyze	Assist in the project planning phase	Vendor	N	Y	12/31/13	2/28/14	$18,420	$0.00	

Add Row   Remove Row

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

Nothing at this time

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	$0	$461,859	$461,859.00	$0	$255,119	$255,119
b. Personnel Fringe Benefits	$0	$354,137	$354,137.00	$0	$200,255	$200,255
c. Travel	$146,329.48	$2,966	$149,295.48	$35,042	$2,966	$38,008
d. Equipment	$0	$0	$0	$0	$0	$0
e. Materials/Supplies	$27,955.45	$8,937	$36,892.45	$13,293	$2,979	$16,272
f. Subcontracts Total	$3,150,492.23	$8,880	$3,159,372.23	$1,168,367	$8,880	$1,177,247
g. Other	$22,239.84	$795	$23,034.84	$4,202	$795	$4,997
h. Total Costs	$3,347,017	$837,574	$4,184,591.00	$1,220,904	$470,994	$1,691,898
% of Total	80%	20%	100%	72%	28%	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 Laura Blastic, SLIGP Program Manager, Department of Technology, Management & Budget (DTMB), Center for Shared Solution (CSS)	16d. Email Address blasticl@michigan.gov
16b. Signature of Authorized Certifying Official *Laura Blastic*	16e. Date Report Submitted (month, day, year) 1/29/2016

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