

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	26-10-S13026
				4. EIN:	38-6000134
1. Recipient Name	Michigan State Police - State 911 Administrative Section			6. Report Date (MM/DD/YYYY)	4/27/2017
3. Street Address	7150 Harris Drive			7. Reporting Period End Date: (MM/DD/YYYY)	3/30/2017
5. City, State, Zip Code	Dimondale, Michigan 48821			8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	9/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018		
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, Project Deliverable Quantity (Number & Indicator Description))	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	341	<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>		
2	Individuals Sent to Broadband Conferences	10	<i>Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter</i>		
3	Staff Hired (Full-Time Equivalent)(FTE)	n/a	<i>Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)</i>		
4	Contracts Executed	n/a	<i>Actual number of contracts executed during the quarter</i>		
5	Governance Meetings	4	<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>		
6	Education and Outreach Materials Distributed	28,725 (1,430 copies + 27,295 (Q15 Tweets*Followers))	<i>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</i>		
7	Subrecipient Agreements Executed	n/a	<i>Actual number of agreements executed during the quarter</i>		
8	Phase 2 - Coverage	Stage 5	<i>For each Phase 2 milestone category, please provide the status of the activity during the quarter:</i> <ul style="list-style-type: none"> • Stage 1 - Process Development • Stage 2 - Data Collection in Progress • Stage 3 - Collection Complete; Analyzing/Aggregating Data • Stage 4 - Data Submitted to FirstNet • Stage 5 - Continued/Iterative Data Collection • Stage 6 - Submitted Iterative Data to FirstNet 		
9	Phase 2 – Users and Their Operational Areas	Stage 5			
10	Phase 2 – Capacity Planning	Stage 5			
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.

OUTREACH AND EDUCATION:

- Hosted Monthly FirstNet Webinar (January 31, 2017) 31 Attended
- Presented at MI Interoperability Conference (February 7, 2017) 250 Attended
- Hosted FirstNet Group Meeting at MI Interoperability Conference (February 8, 2017) 17 Attended
- Hosted Monthly FirstNet Webinar (February 28, 2017) 24 Attended
- Hosted FirstNet Tribal Webinar (March 15, 2017) 1 Attended
- Hosted Monthly FirstNet Webinar (March 27, 2017) 18 Attended

GOVERNANCE: (All Governance meetings were hosted in Lansing, MI with additional access through webinar)

- Participated on US Government Accounting Office Call (January 10, 2017)
- Participated on SLIGP Quarterly Call (February 21, 2017)
- Hosted Monthly MI Public Safety Broadband Work Group Meeting (February 14, 2017 / March 14, 2017)
- Participated in the MI Public Safety Communication Interoperability Board Meeting (March 14, 2017)
- Participated in FirstNet Governance Meeting (March 14, 2017)

CONFERENCES:

- Attended Michigan Statewide Interoperability Conference (February 7-10, 2017) 8 attendees
- Attended IWCE 2017 Conference (March 28-30, 2017) 2 attendees

SOCIAL MEDIA:
 The @MiPSBB Twitter Account metrics are 515 Followers, 625 Tweets and Following 385 as of March 30, 2017. 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.

During this reporting period, our website, www.michigan.gov/mipsb was completely revised with links to our 2015/2016 Data Collection and Analysis Reports and Webinar registration.

OTHER:

- Participated on FEMA Region V Call (January 3, 2017 / January 31, 2017 / March 7, 2017)
- Participated on State Tribal Conference Call (January 12, 2017 / February 9, 2017 / March 9, 2017)

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.

It was identified during the February SLIGP Quarterly Review Call that Michigan had misunderstood the allowable match requirements and has been incorrectly reporting these figures. Significant effort has been dedicated to correcting this error, however information and documentation gathering is still ongoing. No match funds were reported for this period, and we expect to make a corrective entry in the Q16 report to bring the reported figures into alignment.

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

During this reporting period, our State Plan Review Process was approved by the Michigan Public Safety Interoperability Board (the SIGB). A multi-discipline and geographically diverse core team has been identified to communicate this process to their respective state, local, and fraternal organizations. The MiPSB Program is in process of developing a web-based portal which will allow statewide stakeholders to view, score, and comment on the public portion of the FirstNet Draft Plan. Information gained through the portal will be used to demonstrate stakeholder support of the FirstNet Plan as the Governor contemplates the opt-in/out decision. The MiPSB Program is developing an informational video featuring key leaders from the public safety community, webinars, and presentations at upcoming conferences to promote participation in the State Plan Review Process.

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 - 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
SWIC	0.5	Provide oversight of all SLIGP project activities and outreach/education efforts	Continued work on SLIGP
Grant Director	0.1	Provide oversight of all grant fiduciary activities and reporting requirements for the state.	Continued work on SLIGP
CIO / SPOC	0.1	Primary point of contact. Inform Governor's office	Continued work on SLIGP
SLIGP Program Manager	0.8	Project Management and operations	Continued work on SLIGP
Shared Services Director	0.1	Executive support and managing SLIGP project team	Continued work on SLIGP
Shared Services Director Admin Support	0.1	Administrative support relating to SLIGP efforts including scheduling meetings, preparing materials and human resources activities	Continued work on SLIGP
Outreach Support Staff 1	0.1	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Continued work on SLIGP
Budget & Procurement Analyst	0.1	Advise in all procurement and purchasing required for SLIGP. Monitor and track staff time reporting and project invoices	Continued work on SLIGP
Outreach Support Staff 2	0.8	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Continued work on SLIGP
Outreach Support Staff 3	0.8	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Continued work on SLIGP
SWIC Admin Support	0.1	Administrative support relating to SLIGP efforts including scheduling meetings, preparing materials and human resources activities	Continued work on SLIGP
Subject Matter Expert Engineer 1	0.2	Provided technical support to project	Continued work on SLIGP
Subject Matter Expert Engineer 2	0.2	Provided technical support to project	Continued work on SLIGP

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
State of Michigan	DTMB Project Staffing	Vendor	N	Y	10/1/2015	2/28/2018	\$1,708,755.23	\$0.00
BearCom (CTS)	Consulting and General Support	Vendor	Y	Y	6/9/2015	2/28/2018	\$1,479,404.00	\$0.00
Michigan State University	Kellogg Hotel & Conference Center	Vendor	N	Y	5/19/2015	9/30/2015	\$2,500.00	\$0.00
AIC	Consulting and General Support	Vendor	N	Y	7/1/2014	9/30/2014	\$123,455.00	\$0.00
Cynergyze	Consulting and General Support	Vendor	N	Y	3/1/2014	6/30/2014	\$100,000.00	\$0.00
Cynergyze	Consulting and General Support	Vendor	N	Y	12/31/2013	2/28/2014	\$18,420.00	\$8,880.00

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		\$461,859.00	\$461,859.00		\$371,259.07	\$371,259.07
b. Personnel Fringe Benefits		\$354,137.00	\$354,137.00		\$289,555.09	\$289,555.09
c. Travel	\$146,329.48	\$2,966.00	\$149,295.48	\$53,874.13	\$2,966.00	\$56,840.13
d. Equipment			\$0.00			\$0.00
e. Materials/Supplies	\$27,955.45	\$8,937.00	\$36,892.45	\$13,409.27	\$2,978.60	\$16,387.87
f. Subcontracts Total	\$3,150,492.23	\$8,880.00	\$3,159,372.23	\$2,230,497.28	\$8,880.00	\$2,239,377.28
g. Other	\$22,239.84	\$795.00	\$23,034.84	\$17,470.53	\$794.80	\$18,265.33
h. Indirect			\$0.00			\$0.00
i. Total Costs	\$3,347,017.00	\$837,574.00	\$4,184,591.00	\$2,315,251.21	\$676,433.56	\$2,991,684.77
j. % of Total	80%	20%	100%	77%	23%	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:		16c. Telephone (area code, number, and extension)
Pamela Matelski, Director, Michigan's Public Safety Broadband Program		517-373-0084
16b. Signature of Authorized Certifying Official:		16d. Email Address:
<i>Pamela Matelski</i>		matelskip1@michigan.gov
		Date:
		5/3/17