		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) : April 30, 2014	
3. Street Address: P.O. Box 30634 333 S Grand Ave.					7. Reporting Period End Date: March 31, 2014	
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: 08/31/2016				

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	158			
2	Conferences	10			
3	Staff Hires (FTE)	1.40			
4	Contract Executions	0			
5	Governance Meetings	2			
6	Education and Outreach Materials	0			
7	Sub-recipient Agreements Executed	0			
8	Phase 2	None			
9					

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: Michigan has finalized the SLIGP staffing plan and schedule. Additionally, Michigan has started to design the MI Public Safety Broadband User Database.

Michigan was able to identify 1 education and outreach opportunity where 158 individuals had information presented during the Michigan Interoperability Conference (February 2/11/2014). A wide range of groups were represented at this conference including 911, Public Safety Communication providers, first responders, and other stakeholder groups.

Michigan held two governance meetings. Both meetings were held in Lansing. The MI Public Safety Broadband Workgroup was held on March 18, 2014 and the MI Public Safety Interoperability Governance Board (SIGB) was held on March 11, 2014.

Michigan had 10 individuals who traveled to 3 separate conferences where public safety broadband and FirstNet were topics. The first conference was the Michigan Interoperability Conference in Traverse City, MI from February 11, 2014 to February 13, 2014. The second conference was the International Wireless Communication Expo (IWCE) held in Las Vega,

NV from March 24, 2014 to March 28, 2014. The third conference was the SLIGP Workshop in Atlanta, GA from February 25, 2014 to February 26, 2014

3 additional state staff became engaged in the project with different allocated percentages, totaling 1.40 FTEs. The staff that became engaged during Q1 and Q2 have continued to be involved in the project. This brings the total FTE count to 3.25.

No new contracts were executed. However, Michigan continues to use contractual resources from the contract that was executed during quarter 2.

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.

The State of Michigan finished the process of comparing the approved baseline budget report with the developing project plan and staff plan. It is was determined that the changes for each category was less than 10%, so there is no need to provide a changed plan to the Department of Commerce for approval. As the project progress, the State of Michigan may need to adjust the plan and will submit any required documentation when appropriate. The State of Michigan understands that if we proceed without prior approval, then the State of Michigan will be responsible for any costs associated with unapproved activities.

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 State of Michigan has been working with Cynergzy to develop a staff planning tool. This is a dynamic tool that allows the State of Michigan to update staffing resources, tasks and timelines as changes occur. The tool re-baselines the project while linking the work categories to ensure that we are staying within our budget areas. We believe this tool unique and could be leveraged by other States.

The State of Michigan has been working with Cynergzy to begin the process of designing and developing the MI Public Safety Broadband (MiPSB) Users and Stakeholders database. The database will capture a list of stakeholders with individual users for each stakeholder group. All events relating to MiPSB education, outreach, governance and team meeting will be tracked in the database. The database will link the users and stakeholders to each event so that Michigan will have a comprehensive way to quantify user outreach and engagement. The database user interface will be comprised of a data entry page as well as a mapping interface. This will allow Michigan to graphically represent user engagement through both mapping reports as well as tabular reports. The future vision of this database is to add data collection functionality to inventory data components such as user and device information and other FirstNet required data elements.

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	Continued work on SLIGP
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	.35	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Continued work on SLIGP
Budget & Procurement Analyst	.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	.5	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Started work on SLIGP
Outreach Support Staff 3	.8	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Started work on SLIGP
SWIC Admin Support	.1	Administrative support relating to SLIGP efforts including scheduling meetings, preparing materials and human resources activities	Started work on SLIGP

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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
Cynergyze	Consulting and General Support	Vendor	N	Y	3/1/2014	6/30/2014	$100,000	$0.00	

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

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	$793,042	$442,167	$1,235,209	$14,487	$55,488	$69,975
b. Personnel Fringe Benefits	$604,423	$298,997	$903,420	$15,695	$46,090	$61,785
c. Travel	$469,368	$0	$469,368	$2,607	$2,966	$5,573
d. Equipment	$0	$0	$0	$0	$0	$0
e. Materials/Supplies	$11,918	$14,600	$26,518	$0	$0	$0
f. Subcontracts Total	$1,418,136	$56,160	$1,474,296	$0	$8,880	$8,880
g. Other	$50,130	$25,650	$75,780	$0	$0	$0
h. Total Costs	$3,347,017	$837,574	$4,184,591	$32,789	$113,424	$146,213
i. % of Total	80%	20%	100%	33%	77%	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	16d. Email Address
Laura Blastic, SLIGP Program Manager, Department of Technology, Management & Budget (DTMB), Center for Shared Solution (CSS)	blasticl@michigan.gov
16b. Signature of Authorized Certifying Official	**16e. Date Report Submitted (month, day, year)** 5/8/2014

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