

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number: 26-10-S13026	
1. Recipient Name : Michigan State Police – State 911 Administrative Section		4. EIN: 38-6000134	
3. Street Address: P.O. Box 30634 333 S Grand Ave.		6. Report Date (MM/DD/YYYY) : April 30, 2015	
5. City, State, Zip Code: Lansing, MI 48909-0634		7. Reporting Period End Date: March 31, 2015	
10a. Project/Grant Period Start Date: 09/01/2013		10b. End Date: 08/31/2016	
8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		9. Report Frequency X Quarterly	

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	331			
2	Conferences	12			
3	Staff Hires (FTE)	0			
4	Contract Executions	0			
5	Governance Meetings	10			
6	Education and Outreach Materials	750 copies			
7	Sub-recipient Agreements Executed	N/A			
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:

Outreach & Education :

- Co-Hosted the Michigan Interoperability Conference (February 2 – February 5, 2015) 200 individual attendees.
 - Keynote 'FirstNet' Board Member, Teri Takai (February 2, 2015)
 - Presented 'FirstNet FEMA Region V Panel' (February 2, 2015)
 - Presented 'Michigan's Public Safety Broadband - Planning and Next Steps' (February 3, 2015)
 - Presented 'FirstNet Devices' (February 3, 2015)
 - Presented 'Public Safety Broadband & Next Gen 911 for PSAP' (February 4, 2015)

- FEMA Region V Meeting with Teri Takai (February 2, 2015)
- FEMA Region V Monthly Call (February 3, 2015)
- Presented 'Michigan's Public Safety Broadband - Planning and Next Steps' at the Annual Emerging 911 Technology Forum to 131 individuals (March 18, 2015)

Governance: All governance meetings were hosted in Lansing MI with additional access through a webinar

- Hosted MI Public Safety Communication Interoperability Board Meeting: February 2
- Hosted MI Public Safety Broadband Workgroup Meetings: January 6, February 3, February 10, March 3
- Hosted MI PSB Technical Advisory Team Meetings: January 7, January 21, February 11, March 11, March 27

Conferences:

- Michigan Statewide Interoperable Communication Conference : 6 attendees
- International Wireless Communications Expo: 2 attendees
- Annual Emerging 911 Technology Forum: 2 attendees
- FEMA Region V – FirstNet Meeting: 2 attendees

Social Media:

The @MIPSBB account is now up to 277 followers with 286 sent Tweets as of 3/31/15

This 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 :

- Readiness Checklist:
 - Draft Michigan's Pre-Consultation Readiness Report.
 - Approved by the Michigan Public Safety Communication Interoperability Board.
 - Submitted to FirstNet on February 2015.
 - Currently working on scheduling Michigan's Consultation.
- Technical Advisory Team
 - Continued to work on Michigan's data collection and analyzing results – 73% of MI PSAPs have responded
 - Reviewing requirements for a Memorandum of Agreement for collecting CAD data for coverage mapping
- Continue to collect information and enter contact information, outreach events and agency participation into Michigan User Engagement Database
- Outreach and Education
 - Currently executing several facets of the Outreach and Education plan.
 - MiPSB representatives on hand in Chicago for FEMA Region V / FirstNet consultation
 - On the agenda for several conferences this spring and summer, beginning to look into conferences/meetings for the coming fall.

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.

Michigan will be submitting a baseline report and budget modification during Quarter 8.

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.

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	.1	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	.8	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Continued work on SLIGP
Outreach Support Staff 3	.8	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Continued work on SLIGP
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	Continued work on SLIGP
Subject Matter Expert Engineer 2	.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	Project and % Assigned
AIC	Consulting and General Support	Vendor	N	Y	7/1/2014	9/30/2014	\$123,455	\$0.00	

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	\$793,042	\$442,167	\$1,235,209	\$180,503	\$168,013	\$348,516
b. Personnel Fringe Benefits	\$604,423	\$298,997	\$903,420	\$147,684	\$133,280	\$280,964
c. Travel	\$469,368	\$0	\$469,368	\$26,923	\$2,966	\$29,889
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
e. Materials/Supplies	\$11,918	\$14,600	\$26,518	\$8,051	\$2,979	\$11,030
f. Subcontracts Total	\$1,418,136	\$56,160	\$1,474,296	\$241,875	\$8,880	\$250,755
g. Other	\$50,130	\$25,650	\$75,780	\$1,346	\$795	\$2,141
h. Total Costs	\$3,347,017	\$837,574	\$4,184,591	\$606,382	\$316,913	\$923,295
i. % of Total	80%	20%	100%	66%	34%	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 	16e. Date Report Submitted (month, day, year) 5/12/2015

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 10 hours per response for the application process, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Michael Dame, Director, State and Local Implementation Grant Program, Office of Public Safety Communications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.