

<b>U.S. Department of Commerce Performance Progress Report</b>		<b>2. Award or Grant Number:</b>	30-10-S13030
<b>1. Recipient Name</b>	State of Montana, Department of Administration	<b>4. EIN:</b>	810302402
<b>3. Street Address</b>	PO Box 200113, 124 No. Roberts	<b>6. Report Date (MM/DD/YYYY)</b>	4/30/2016
<b>5. City, State, Zip Code</b>	Helena, MT 59620	<b>7. Reporting Period End Date: (MM/DD/YYYY)</b>	3/31/2016
		<b>8. Final Report</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>9. Report Frequency</b> Quarterly <input checked="" type="checkbox"/>

<b>10a. Project/Grant Period</b>		<b>10b. End Date: (MM/DD/YYYY)</b>	1/31/2018
<b>Start Date: (MM/DD/YYYY)</b>	8/1/2013		

<b>11. List the individual projects in your approved Project Plan</b>		
	<b>Project Type (Capacity Building, SCIP Update,</b>	<b>Project Deliverable Quantity (Number &amp; Indicator Description)</b>
1	Stakeholder Meetings	90
2	Broadband Conferences	0
3	Staff Hires	0
4	Contract Executions	1
5	Governance Meetings	0
6	Education and Outreach	90
7	Subrecipient Agreement Executed	0
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.**

There were not any SIGB meetings this quarter. All members have been reappointed during the quarter and meetings resumed in April, 2016. Outreach this quarter included the presenting and participating with the following groups: 1. the Indian Affairs Working Group. This working group is attached to the Governor's Office of Indian Affairs and meets monthly although the group actually meet twice this quarter; the Tribal College Board under the Office of Higher Education. This Board meets in Missoula, MT and is attended by tribal education representatives from the seven (7) Montana Tribes. There were forty (40) persons in attendance; and, 3. the All Nations Indian Working Group-All Hazards Committee. This meeting at Polson, MT was attended by forty (40) tribal public safety and disaster officials from the Montana Tribes. All were in attendance except the Rocky Boy. Margaret Muhr, newly hired by FirstNet as a Tribal Coordinator, attended this meeting. At this time, Margaret presented and was also given a tour of the Confederated Salish Kootenai Reservation. Doug Harder, Tracy Murdock and Justin Shore met face to face at Helena with the Montana FirstNet Team on March 2nd. This was the SPOC Kick-off Meeting per the FN Consultation Plan. We are holding bi-monthly call-in meetings with Tracy Murdock following the Kick-off Meeting. On January 27th the final meeting occurred to rate and select a meeting facilitator contractor. There were three (3) finalists who met the basic qualifications. Becky Brandborg of Helena was selected. Becky attended the face to face with Regional FN staff. Subsequently, Becky has been arranging for Association presentations per Tracy Murdock's request(s). At this time, Tracy is scheduled to present at the Montana Fire Alliance Conference on June 9th. Due to the short notice, the Sheriff's and Police Conference(s) had already filled up their time slots. Requests have been made to the Montana Association of Counties (MACO) and the Montana League of Cities and Towns (MLCT). These Associations meet in the fall. The Montana Emergency Medical Services (MEMSA) and the Montana State Volunteer Fire Fighters Association (MSVFFA) have not yet set a date for their annual conferences. Note that Becky submitted her first invoice for payment in early April so these contract expenditures will show up next quarter. Note too that this quarter staff began talking with the Montana Law Enforcement and Fire Academy's about putting contracts in place to outreach and educate public safety personnel about FN and LTE4 applications and devices. Justin Shore from FN is making contact with New Jersey to request their training materials about LTE4. These materials will become deliverables in contracts with the PSE schools. Although it languished at the State Library due to personnel changes, a contract extension has been signed by the CIO and State Librarian to extend the GIS contract through 12/31/2016. At any rate the GIS capacity is in place should we have further data mapping requests from First Net. Also note the weekly and monthly calls routinely joined: the Western States Group, the FN SPOC Webinar and Outreach calls and emails from Amanda Hilliard, FN Outreach; weekly calls and meetings with Becky Brandborg, Meeting Facilitator; bi-weekly calls with Tracy Murdock, Region 8, FirstNet; and, staff has scheduled and will accompany Margaret Muhr, FN, to Rocky Boy, Fort Belknap, Fort Peck, Northern Cheyenne and Crow Reservations. We will report out these meetings when they occur during the summer months. Finally, note that staff prepared a presentation for the SIGB during the last week of the quarter and a presentation was delivered to the SIGB on April 7th.

**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.**

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

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
SLIGP Project MGT (Inkind)	100%	Work with and prepare reports for the SIGB, prepare quarterly PPR, supervise the OR Coordinator, Prepare RFP's and MoU's, answer FN RFI's	No Change
SPOC (Inkind)	5%	Single Point of Contact, Supervises Bureau Chief and SLIGP PM	No Change
PSCB Bureau Chief (Inkind)	20%	Meeting and Conference attendance, SLIGP supervision, Grant AOR	No Change
PSCB Bureau Fiscal MGT (Inkind)	3%	Liasion with state accounting, fiscal reporting and procurement	No Change
SLIGP OR Coord. (Federal)	100%	Contract for meeting facilitator, schedule regional and tribal meetings, develop contacts with local and tribal first responders, attend regional and tribal meetings, distribute FirstNet materials, maintain SLIGP website content in coordination with AA, support the SPOC, Bureau Chief and Project Manager.	No Change
Administrative Assistant (Federal)	50%	Maintain SIGB and SLIGP websites, SIGB attendance records, minutes, scheduling, meeting set-up, travel claims processing for SIGB members, and, answer SIGB member requests.	No Change

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
Montana State Library	GIS Mapping	MoA	N	N	7/1/2015	12/30/2016	\$100,000.00	\$0.00
Brandborg, Sole Proprietor	Regional/local FirstNet Meeting Facilitator/Set-up	Vendor	Y	Y	2/5/2016	10/31/2017	\$80,000.00	\$0.00
Tribal Facilitators	Moderate/conduct 8/22/2015 Tribal Meeting	Vendor	N	Y	8/21/2015	9/30/2017	\$30,000.00	\$0.00
MT LE and Fire Schools	Ed and OR on Band 14 LTE 4 Apps & Devices	MoA	N	N	7/1/2016	9/30/2017	\$152,886.48	\$0.00
FN Data Requests	Answer Data Requests as they occur	Vendor	N	N	7/1/2016	9/30/2017	\$892,500.00	\$0.00
Website Content	Inter-Active for PS Community	Vendor	N	N	To be Determined	9/30/2017	\$50,000.00	\$0.00

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

The MSL Contract extension has been executed in April so only the Meeting Facilitator Contract is reported for the quarter. Contact has been made with the PSE Training Schools and information to be a deliverable is being assembled to be an attachment to the two (2) contracts. Brandborg is on board and scheduling and arranging for meetings in each region of the state and for FN to speak with State Associations. When we know what is in the state Deployment Plan additional website development will aid in informing local and tribal PSE's.

**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	\$252,990.00	\$352,802.40	\$605,792.40	\$107,131.32	\$186,362.46	\$293,493.78
b. Personnel Fringe Benefits	\$63,244.43	\$88,203.67	\$151,448.10	\$33,249.67	\$64,038.80	\$97,288.47
c. Travel	\$163,594.10	\$13,097.93	\$176,692.03	\$32,764.07	\$13,097.93	\$45,862.00
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$31,200.00	\$0.00	\$31,200.00	\$45,176.13	\$0.00	\$45,176.13
f. Subcontracts Total	\$1,305,386.48	\$0.00	\$1,305,386.48	\$11,129.29	\$0.00	\$11,129.29
g. Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$1,816,415.01	\$454,104.00	\$2,270,519.01	\$229,450.48	\$263,499.19	\$492,949.67
j. % of Total	80%	20%	100%	47%	53%	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:**

Quinn A. Ness, Chief, Public Safety Communications Bureau

**16c. Telephone (area code, number, and extension)**

406-444-6134

**16d. Email Address:**

Qness@mt.gov

**16b. Signature of Authorized Certifying Official:**



Date: 5/13/16

4/30/2016