

U.S. Department of Commerce Performance Progress Report			2. Award or Grant Number:	30-10-S13030
			4. EIN:	810302402
1. Recipient Name	State of Montana, Department of Administration		6. Report Date (MM/DD/YYYY)	
3. Street Address	PO Box 200113, 124 No. Roberts Street, Mitchell Building		7. Reporting Period End Date: (MM/DD/YYYY)	7/29/2015
5. City, State, Zip Code	Helena, Montana 59620		8. Final Report	9. Report Frequency
			Yes <input type="checkbox"/>	Quarterly <input checked="" type="checkbox"/>
			No <input checked="" type="checkbox"/>	
10a. Project/Grant Period				
8/1/2013		10b. End Date:	01/31/2018	
11. List the individual projects in your approved Project Plan				
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)		
1	Stakeholder Meetings	75		
2	Broadband Conferences	4		
3	Staff Hires	0		
4	Contract Executions	0		
5	Governance Meetings	3		
6	Education and Outreach	160		
7	Subrecipient Agreement Executed	0		
8	Phase 2 - Coverage	Stage 1 Process Development		
9	Phase 2 – Users and Their Operational Areas	Stage 1 Process Development		
10	Phase 2 – Capacity Planning	Stage 1 Process Development		
11	Phase 2 – Current Providers/Procurement	Stage 1 Process Development		
12	Phase 2 – State Plan Decision	Stage 1 Process Development		
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.				
<p>SIGB meetings were held April 21st, May 12th and June 9th. At the April 21st meeting, the PSE's on the Board were asked to inform and collect information from their members. This included a request to take the MDS located at PublicSafetyTools.Info. The meeting minutes can be found at: http://sitsd.mt.gov/Public-Safety-Home-Page/SIGB-2015-Materials The SPOC and SLIGP grant manager attended the SPOC meeting on April 14, 2015 at Reston VA. The SPOC and SLIGP grant manager attended the PSCR Conference June 3-5, 2015. Both meetings were informative. The people in attendance at the SIGB meetings and the materials distributed are reported in #1 and #6. The discussion about data collection milestones 8-12 were initiated at the April 21st SIGB meeting. The grant manager had multiple conversations with OEC and was granted access to the MDS results. SLIGP held a meeting with Montana Tribal Nations on June 9th. The purpose of the meeting was to ask the Tribes for information about their PSE's. In attendance were the Blackfeet, Rocky Boy, Fort Belnap, Fort Peck and Crow. Not in attendance were the Salish Kootenai and the Northern Cheyenne. Tribal</p>				
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.				

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%		Change
SLIGP Project MGT (Inkind)	100%	Work with and prepare presentations for SIGB; quarterly reports; supervise OR Coordinator; data collection for FN; prepare RFP, Contracts, MOU's;	No Change
SPOC (Inkind)	5%	Single Point of Contact, Contract Officer, Supervises Bureau Chief and SLIGP Program Manager	No Change
PSCB Bureau Chief (Inkind)	20%	Meeting and Conference attendance; Supervises SLIGP Program Manager	No Change
PSCB Fiscal MGT (Ink)	3%	Liasion with State Accounting; fiscal reporting and procurement	No Change
OR Coordinator (Fed)	100%	Contact with meeting facilitator; Schedule regional, state and local tribal meetings; develop contacts with local and tribal PSE's; Distribute FN materials; maintain website content with AA; Support SPOC, Bureau Chief and Project Manager.	No Change
AA to SIGB (Fed)	50%	Maintain SIGB and SLIGP Web Sites; keep SIGB attendance records, minutes, scheduling, meeting set-up, travel claims processing from SIGB Members; and,	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	Generate Baseline Data Maps	State Agency	No	N			\$17,172.00	
Meeting Facilitator	Arrange a series of 18 regional meetings x 3 and 7 tribal meetings x 3	Vendor	Yes	N			Subject to bid	

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

The MOA was actually signed in July after legal review.

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	\$250,000.00	\$330,272.00	\$580,272.00	\$60,959.00	\$140,859.00	\$201,818.00
b. Personnel Fringe Benefits	\$56,850.00	\$75,104.00	\$131,954.00	\$14,019.00	\$35,672.00	\$49,691.00
c. Travel	\$181,026.00	\$14,157.00	\$195,183.00	\$24,441.00	\$13,744.00	\$38,185.00
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$9,400.00	\$1,832.00	\$11,232.00	\$31,032.00	\$1,832.00	\$32,864.00
f. Subcontracts Total	\$410,931.00	\$32,739.00	\$443,670.00	\$0.00	\$0.00	\$0.00
g. Other	\$908,208.00		\$908,208.00	\$0.00	\$0.00	\$0.00
h. Indirect	\$0.00		\$0.00			\$0.00
i. Total Costs	\$1,816,415.00	\$454,104.00	\$2,270,519.00	\$130,451.00	\$192,107.00	\$322,558.00
j. % of Total	80%	20%	100%	40%	60%	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 Ness, Bureau Chief

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

406-444-6134

16d. Email Address:

Qness@mt.gov

16b. Signature of Authorized Certifying Official:



Date:

9/15/15