

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	37-10-S13037N
				4. EIN:	562032825
1. Recipient Name	Executive Office of the State of North Carolina (North Carolina Department of Information Technology)			6. Report Date (MM/DD/YYYY)	3/31/2017
3. Street Address	3700 Wake Forest Road			7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2016
5. City, State, Zip Code	Raleigh, NC 27609			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)	1/7/2014	10b. End Date: (MM/DD/YYYY)	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)	Description of Milestone Category		
1	Stakeholders Engaged	577	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	4	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter		
3	Staff Hired (Full-Time Equivalent)(FTE)	0	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)		
4	Contracts Executed	0	Actual number of contracts executed during the quarter		
5	Governance Meetings	0	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	11166	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		
7	Subrecipient Agreements Executed	0	Actual number of agreements executed during the quarter		
8	Phase 2 - Coverage	Stage 4	For each Phase 2 milestone category, please provide the status of the activity during the quarter: <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 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.					
<p>North Carolina FirstNetNC staff have continued the outreach and education program to provide information on FirstNet. During this reporting period, there were no substantial new information disseminated about the FirstNet project due to the progressing RFP process. FirstNetNC continues to staff information booths at conventions and conferences in order to engage new stakeholders in one on one conversations. A second research report began last quarter and continued into this quarter. The FirstNetNC office implemented a very well received Tech Expo this quarter. The Tech Expo included TedTalk-style presentations about FirstNet related technology that will revolutionize public safety and emergency response. North Carolina sent four (4) people to participate in a Broadband conference this quarter. The Statewide Interoperability Executive Committee (Governance) postponed their regular meeting due to many members responding disaster recovery efforts due to Hurricane Matthew and western NC wildfires. A total of 577 stakeholders were reached and 11,166 materials were distributed including both digital and physical methods.</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.					
Per North Carolina's Amendment #5, a revised SLIGP budget was submitted Q4 CY2015 and approved Q1 CY2016. Q4 CY2016 PPR utilized the approved budget. Amendment #6 was planned to be submitted during this quarter; however, we will submit it in Q2 CY17 in order to address proper fund categories and staff changes.					

10



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

As per last quarter, little new information has come from FirstNet due to the release of RFP. We continue to seek additional Liaison staff for education and outreach - this staff is captured under contracts and not FTE. We will add Liaison staff and ramp up our efforts once FirstNet has significant information for responders and decision makers (cost, coverage, capacity, etc.).

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

FirstNetNC hosted a Tech Expo in November. This event was attended by over 100 public safety members from across the state. The ability to hold such an event at no cost to participants allowed for greater attendance and interaction. The event covered over a dozen topics related to Public Safety Broadband and was well received according to post event surveys. In addition, the part time Outreach Liaison staff continues to be a significant asset for our program.

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.

The North Carolina Office continues to operate with limited staff. Never-the-less the Education and Outreach Mission continues. As discussed with NTIA, match efforts will continue to be counted for First Responder stakeholders attending FirstNetNC meetings. The FTE percentages below reflect the changes in staff time related to the new State fiscal year beginning July 1, 2016. ***This is a revised submission *FirstNetNC staff discovered an issue related to personnel and salary costs. These new cost numbers have been revised and reviewed by FirstNetNC and Department IT Fiscal Staff. All staff are in agreement that salary and fringe numbers are now accurate.**

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
IT Project Program Manager (FirstNetNC Director/SPOC)	100	(federal) Overall responsibility for SLIGP and FirstNetNC effort, including SPOC duties	
Networking Specialist (Technical Consultant, FirstNetNC)	0	(federal) Supports FirstNetNC with focus on technical questions/opportunities with responders, vendors, potential partners	
Networking Specialist (Assistant Director, FirstNetNC)	100	(federal) Supports FirstNetNC / oversees Education and Outreach with first responders and other stakeholders	
Information & Communications Specialist III (Dir. of Comms, Digital Infrastructure)	0	(federal) Development/responsibility for all media and communications materials/coordination	
Administrative Assistant I (Administrative Assistant, Digital Infrastructure)	0	(federal) Administrative support to FirstNetNC staff, including travel	
IT Director (Executive Director, Digital Infrastructure)	0	(federal) Oversight of Digital Infrastructure team. Coordination/strategy between FirstNetNC, Broadband Infrastructure Office and DIT	
IT Manager (Program Management Specialist)	0	(federal) Supports FirstNetNC with focus on Program Management and Budget responsibilities	
Industrial Development Rep (Grants Management Specialist)	50	(federal) Supports FirstNetNC with focus on Program Management and Budget responsibilities	

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
GIS-DIT	Planning, GIS, Consultation	State Service	Y	Y	1/Jul/2014	30/Jan/2018	\$175,460.00	
Research Analyst - DOC	Data analysis, research, consultation	State Service	Y	Y	27/Jun/2016	30/Jan/2018	\$150,000.00	
Outreach/Data Collection/Inventory	Contractors - education, outreach, data collection, & inventory	State Service & Vendor	Y	Y	1/Jul/2014	30/Jan/2018	\$244,234.98	\$326,918.06
Hosting Services	Database; webpage development & maintenance	State Service	Y	Y	1/Jul/2015	30/Jan/2018	\$112,000.00	
Conferences	Education & staff development	State Service & Vendor	Y	Y	1/Jul/2015	30/Jan/2018	\$86,400.00	
Administrative Support	Administrative & Budget support	State Contract	Y	Y	7/1/2015	30/Jan/2018	\$105,000.00	
Local Cooperative Efforts	Local government expenditures	State & Local Government Service	Y	Y	7/1/2015	30/Jan/2018	\$139,469.99	

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

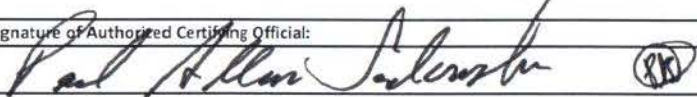
Administrative support personnel was provided to our office through a subcontract with Temporary Solutions (State of NC temporary staffing agency). The administrative assistant left employment in 2016 and there is a challenge in identifying a new candidate that possesses the knowledge and skill set with the limited amount of time of the grant. Therefore, administrative support functions were provided by NC DIT as in-kind match.

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	\$1,338,683.67	\$47,465.40	\$1,386,149.07	\$727,936.00	\$47,465.40	\$775,401.40
b. Personnel Fringe Benefits	\$383,414.95	\$9,171.03	\$392,585.98	\$210,355.00	\$9,171.03	\$219,526.03
c. Travel	\$205,785.00	\$23,136.83	\$228,921.83	\$27,662.98	\$38,065.85	\$65,728.83
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$15,215.55	\$0.00	\$15,215.55	\$2,910.55	\$3,570.07	\$6,480.62
f. Subcontracts Total	\$1,012,564.97	\$326,918.06	\$1,339,483.03	\$123,383.55	\$103,721.33	\$227,104.88
g. Other	\$162,035.64	\$186,347.19	\$348,382.83	\$57,847.77	\$71,558.22	\$129,405.99
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$3,117,699.78	\$593,038.51	\$3,710,738.29	\$1,150,095.85	\$273,551.90	\$1,423,647.75
j. % of Total	84%	16%	100%	81%	19%	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)	919-754-6693
Allan Sadowski, North Carolina FirstNet Program Director, NC Department of Information Technology		16d. Email Address:	allan.sadowski@nc.gov
16b. Signature of Authorized Certifying Official:		Date:	3/31/2017 (revised)
		31 MAR 17	