

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	37-10-S13037N
1. Recipient Name				4. EIN:	300712287
3. Street Address				6. Report Date (MM/DD/YYYY)	11/10/2015
5. City, State, Zip Code				7. Reporting Period End Date: (MM/DD/YYYY)	09-30-2015
				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)	7/1/2014	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)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Amount expended
1	Stakeholder Meetings	839			
2	Broadband Conferences	2			
3	Staff Hires	0			
4	Contract Executions	0			
5	Governance Meetings	2			
6	Education and Outreach	22584			
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.					
<p>North Carolina has continued a varied outreach and education program to provide information on FirstNet during this past quarter. The program has extended to include staffing informational booths at conventions and conferences along with presentations in order to provide the opportunity to engage stakeholders in one on one conversations. This has led to an additional 239 flyers making it into the hand of interested parties along with targeted conversations to address the concerns of emergency response agencies in the State of North Carolina. North Carolina supported our neighboring states by attending two Initial Consultation meetings. The Statewide Interoperability Executive Committee (Governance) held a regular meeting in which FirstNetNC provided an update. Additionally, DHS DEC conducted a Statewide Communications Interoperability Plan (SCIP) workshop in which FirstNetNC participated as it was a working group dealing with governance. Tremendous effort was undertaken to achieve the Data Submission deadline this quarter and support from the GIS team was instrumental in making this happen. At total of 839 stakeholders were reached, 2 staff members attended different Initial Consultation meetings, 2 Governance meetings were held with FirstNetNC participation, and 239 printed materials were distributed along with digital outreach: educational/outreach emails sent - 21377; new Twitter followers - 44; Facebook New Likes - 10; Website visits – 914</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 to NTIA this quarter for consideration and approval.					

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

This quarter there were several staff changes that are impacting execution of the project. One significant aspect of these staff changes is that the State Department of Information Technology is starting the process of seeking an approved Indirect Cost basis of 10%. Due to this change (to be retroactive to 1 July 2015), we will no longer be accounting for match from time of Department of Information Technology staff. Also, we learned of an error in our floor space accounting and have made changes to account for this error.

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

As mentioned in the last PPR, the FirstNetNC team is seeing great benefit from part time Field Liaison staff.

**12. Personnel**

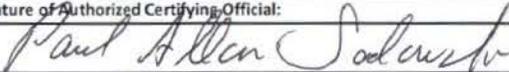
**12a. If the project is not fully staffed, describe how any lack of staffing may impact the project's time line and when the project will be fully staffed.**

Delay in State Budget being finalized combined with changing career goals and uncertainty in Staff roles and functions - together with one significant medical issue has caused some turmoil for staffing this quarter. A time limited program, combined with how North Carolina Government hires personnel, adds to the complexity of the problem. One staff member left the program this quarter and another gave notice of their departure - but the Education and Outreach Mission has continued successfully. One major staffing change is the decision to no longer split positions in the future (except the IT Director). The difficulty of splitting a position between a temporary state position and a permanent position in not supportable long term. We will be looking increasingly to contractors in the future where appropriate. During this quarter the State's biennium budget for 7/1/15-6/30/17 was finalized by the State legislature which allows the office to better plan for the future. Staffing updates/revisions will be outlined in full in the upcoming budget revision. As the state is starting the effort to seek an approved Indirect Cost basis, we are eliminating listing of all the partial support positions so that Indirect Costs might be recovered upon an approved Indirect Cost basis. As discussed with NTIA, match efforts will continue to be counted for First Responder stakeholders attending FirstNetNC meetings.

**12b. Staffing 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)	100	(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)	50	(federal) Development/responsibility for all media and communications materials/coordination	
Administrative Assistant I (Administrative Assistant, Digital Infrastructure)	33	(federal) Administrative support to FirstNetNC staff, including travel	Effort charged against grant decreased from 50% to 33%. Position now vacant.
IT Director (Executive Director, Digital Infrastructure)	37	(federal) Oversight of Digital Infrastructure team. Coordination/communications/strategy between FirstNetNC, Digital Infrastructure and OITS	Effort charged against grant increased from 33% to 37% with primary responsibility for Governor and Legislative coordination now vested in this position.
IT Manager (Program Management Specialist)	50	(federal) Supports FirstNetNC with focus on Program Management and Budget responsibilities	Individual assumed PM responsibilities due to SPOC Medical absence.

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
NC Office of Information Technology Services (ITS Services)	Planning, GIS, Consultation	State Service	N	Y	7/1/2014	6/30/2015	\$400,000.00	\$0.00
NC Office of Information Technology Services (ITS Services)	Consultation, GIS, Networking	State Service	N	N	7/1/2015	6/30/2016	\$360,000.00	\$0.00
Data Collection/Inventory	Augment staff for data gathering and assessments	Private	N	N	7/1/2014	6/30/2015	\$300,000.00	\$250,000.00
Data Collection/Inventory	Augment staff for data gathering and assessments	Private	N	N	7/1/2015	6/30/2016	\$315,000.00	\$235,000.00
Local MOUs	Develop MOUs with local co-ops as necessary	Local Service/Private	N	N	7/1/2014	6/30/2016	\$50,000.00	\$0.00
13b. Describe any challenges encountered with vendors and/or subrecipients.								
<p>NCCGIA is part of OITS and is providing GIS support to FirstNetNC under the MOU with OITS. GIS support was heavily involved in our Data Collection activities this quarter. Other contractors include the outreach field staff (Law Enforcement Liaison, EM Liaison, and EMS Liaison). These individuals are temporary staff through the State temporary agency, Temp Solutions. They were previously reported in the staffing table, but expenses are actually reported under Subcontracts so are now being described here for consistency.</p>								

<b>14. Budget Worksheet</b>						
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	\$1,134,214.00	\$0.00	\$1,134,214.00	\$340,081.21	\$47,465.40	\$387,546.61
b. Personnel Fringe Benefits	\$329,635.00	\$0.00	\$329,635.00	\$96,517.14	\$9,171.03	\$105,688.17
c. Travel	\$156,528.00	\$0.00	\$156,528.00	\$17,211.45	\$7,872.67	\$25,084.12
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$16,260.00	\$0.00	\$16,260.00	\$1,215.55	\$0.00	\$1,215.55
f. Subcontracts Total	\$1,425,000.00	\$485,000.00	\$1,910,000.00	\$96,595.24	\$46,918.00	\$143,513.24
g. Other	\$56,063.00	\$108,038.00	\$164,101.00	\$23,330.27	\$12,610.41	\$35,940.68
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$3,117,700.00	\$593,038.00	\$3,710,738.00	\$574,950.86	\$124,037.51	\$698,988.37
j. % of Total	84%	16%	100%	82%	18%	100%
<b>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.</b>						
<b>16a. Typed or printed name and title of Authorized Certifying Official:</b>				<b>16c. Telephone (area code, number, and extension)</b>		919-715-5771
Allan Sadowski, North Carolina FirstNet Program Director, NC Department of Information Technology				<b>16d. Email Address:</b>		allan_sadowski@nc.gov
<b>16b. Signature of Authorized Certifying Official:</b>				<b>Date:</b>		11/13/2015
						

**FINANCIAL REPORT**

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted US Department of Commerce	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 37-10-S13037N	Page 1 of 1 pages
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3. Recipient Organization (Name and complete address including Zip code)  
Executive Office of the State of North Carolina\_3700 Wake Forest Road\_Raleigh\_NC\_27608

4a. DUNS Number 87-290-4193	4b. EIN 26-2032825	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	6. Report Type <input type="radio"/> Quarterly <input type="radio"/> Semi-Annual <input type="radio"/> Annual <input type="radio"/> Final	7. Basis of Accounting <input checked="" type="radio"/> Cash <input type="radio"/> Accrual
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8. Project/Grant Period From (Month, Day, Year) 07/01/2014	9. Reporting Period End Date (Month, Day, Year) 09/30/2015
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10. Transactions Cumulative

(Use lines a-c for single or multiple grant reporting)

Federal Cash (To report multiple grants, also use FFR Attachment)	
a. Cash Receipts	402,466.04
b. Cash Disbursements	402,466.04
c. Cash on Hand (line a minus b)	0.00

(Use lines d-o for single grant reporting)

Federal Expenditures and Unobligated Balance	
d. Total Federal funds authorized	3,117,699.78
e. Federal share of expenditures	574,950.86
f. Federal share of unliquidated obligations	0
g. Total Federal share (sum of lines e and f)	574,950.86
h. Unobligated balance of Federal funds (line d minus g)	2,542,748.92

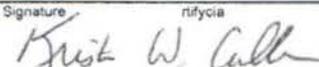
Recipient Share	
i. Total recipient share required	593,038.00
j. Recipient share of expenditures	124,037.51
k. Remaining recipient share to be provided (line i minus j)	469,000.49

Program Income	
l. Total Federal program income earned	0
m. Program income expended in accordance with the deduction alternative	
n. Program income expended in accordance with the addition alternative	

o. Unexpended program income (line i minus line m or line n)	
11. Indirect Expense	
a. Type	b. Rate
c. Period From	d. Base
e. Amount Charged	f. Federal Share
g. Total g.	

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation.

13. Certification: By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

a. Typed or Printed Name and Title of Authorized Certifying Official <b>Kristen W. Culler, CFO - Department of Information Technology</b>	c. Telephone (Area code, number and extension) 919-754-6574
b. Signature 	d. Email address kristen.culler@nc.gov
	e. Date Report Submitted (Month, Day, Year) 11/03/2015
	14. Agency use only: