

U.S. Department of Commerce SLIGP 2.0 Performance Progress Report				2. Award or Grant Number:	38-10-S18038
				4. EIN:	45-0309764
1. Recipient Name	State of North Dakota - Information Technology Department			6. Report Date (MM/DD/YYYY)	01/30/2020
3. Street Address	600 E Boulevard Ave			7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2019
5. City, State, Zip Code	Bismarck, ND 58505-0100			8. Final Report	9. Report Frequency
				Yes <input type="checkbox"/>	Quarterly <input checked="" type="checkbox"/>
				No <input type="checkbox"/>	
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	03/01/2018	10b. End Date: (MM/DD/YYYY)	03/31/2021		
11. List the individual projects in your approved Project Plan					
	Activity Type (Planning, Governance Meetings, etc.)	Was this Activity Performed during the Reporting Quarter? (Yes/No)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category	
Activities/Metrics for All Recipients during the Reporting Quarter					
1	Governance Meetings	Yes	6	Actual number of governance, subcommittee, or working group meetings related to the NPSBN held during the quarter	
2	Individuals Sent to Broadband Conferences	No	0	Actual number of individuals who were sent to national or regional third-party conferences with a focus area or training track related to the NPSBN using SLIGP grant funds during the quarter	
3	Convened Stakeholder Events	No	0	Actual number of events coordinated - or held using SLIGP grant funds during the quarter, as requested by FirstNet.	
4	Staff Hired (Full-Time Equivalent)(FTE)	No	0.00	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal).	
5	Contracts Executed	No	0	Actual number of contracts executed during the quarter.	
6	Subrecipient Agreements Executed	No	0	Actual number of agreements executed during the quarter.	
7	Data Sharing Policies/Agreements Developed	Yes		Yes or No if data sharing policies and/or agreements were developed during this reporting quarter.	
8	Further Identification of Potential Public Safety Users	No		Yes or No if further identification of potential public safety users occurred during this reporting quarter.	
9	Plans for Emergency Communications Technology Transitions	No		Yes or No if plans for future emergency communications technology transitions occurred during this reporting quarter.	
10	Identified and Planned to Transition PS Apps & Databases	No		Yes or No if public safety applications or databases within the State or territory were identified and transition plans were developed this reporting quarter	
11	Identify Ongoing Coverage Gaps	No		Yes or No if participated in identifying ongoing coverage gaps using SLIGP funds during this reporting quarter.	
12	Data Collection Activities	No		(Opt-In and Opt-Out Post-SMLA Phase Only) Yes or No if participated in data collection activities as requested by FirstNet or	
Activities for Opt-Out States only in the Pre-SMLA Phase during the Reporting Quarter					
13	Stakeholders Engaged			Actual number of individuals reached via stakeholder meetings or events during the quarter.	
14	Education and Outreach Materials Distributed In-Person			Actual number of materials distributed in-person during this quarter.	
15	Education and Outreach Materials distributed Electronically			Actual volume of hits or impressions to any website, e-newsletter, social media post, or other account supported by SLIGP during the quarter.	

11a. Narrative description for each activity reported in Question 11 for this quarter; any challenges or obstacles encountered and mitigation strategies you have employed; planned major activities for the next quarter; and any additional project
 Governance Meetings - North Dakota convened six governance meeting this quarter and provided updates to the committee members on the status of FirstNet progress within ND and status and approval of SoW with contractor.
 Individuals Sent to Broadband Conferences - North Dakota did not participate in broadband conferences under SLIGP 2.0 this quarter
 Convened Stakeholder Events - North Dakota did convene no stakeholder events under SLIGP 2.0 this quarter.
 Staff Hired -The program manager was filled on October 1, 2019.
 Contracts Executed - North Dakota has an active contract; with a SOW that is being executed upon.
 Subrecipient Agreements Executed - North Dakota did not execute any agreements under SLIGP 2.0 this quarter
 Data Sharing Policies/Agreements Developed - North Dakota continues the effort to development of policy/agreements for FirstNet usage under SLIGP 2.0 this quarter
 Further Identification of Potential Public Safety Users - North Dakota did not identify potential public safety users under SLIGP 2.0 this quarter
 Plans for Emergency Communications Technology Transitions - North Dakota did not initiate transitions under SLIGP 2.0 this quarter
 Identified and Planned to Transition PS Apps & Databases - North Dakota did not participate in planning for transition under SLIGP 2.0 this quarter
 Identify Ongoing Coverage Gaps - North Dakota did not conduct activities to identify coverage gaps under SLIGP 2.0 this quarter

CIO

12a. Staffing Table - Please include all staff that have contributed time to the project with current quarter's utilization. Please only include FTE staff employed by the state not contractors. Please do not remove individuals from this table.

Job Title	FTE%	Project (s) Assigned	Change
Program Manager	50	Development of program activities and oversight of Subcontractors	refilled position 10/1
Project Sponsor	10	Oversight of Program Manager and Subrecipient, steering of project	
CIO	0	Oversight of project, interface with Governor's Office	
Project Management Specialist	10	Management of project management processes	
Procurement Officer	0	Execution of contractual documentation and processes	
Accountant	5	Execution of financial tracking, and reporting practices	

12b. Narrative description of any staffing challenges, vacancies, or changes.

Refilled Program Manager Position On 10/1/2019

13. Contractual (Contract and/or Subrecipients)

13a. Contractual Table – Include all contractors. The totals from this table should equal the “Contractual” in Question 14f.

Name	Subcontract Purpose	Type (Contract/Subrec.)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
Televate, LLC	SLIGP Support	Vendor	Y	Y	10/15/2013	10/14/2019	\$286,412.00	\$0.00

13b. Narrative description any challenges, updates, or changes related to contracts and/or subrecipients.

No changes to updates relating to contractor this quarter. We continue to build and evaluate a potential SOW to be potentially executed upon.


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)	NTE Total Federal Funds Approved (2)	NTE Total Matching Funds Approved (3)	NTE Total Budget (4)	Federal Funds Obligated to Date (5)	Matching Funds Approved to Date (6)	Total Budget to Date (7)	Federal Funds Expended (8)	Approved Matching Funds Expended (9)	Total funds Expended (10)
a. Personnel Salaries	\$98,000.00	\$22,960.00	\$120,960.00	\$98,000.00	\$22,960.00	\$120,960.00	\$27,426.39	\$0.00	\$27,426.39
b. Personnel Fringe Benefits	\$35,584.00	\$8,336.00	\$43,920.00	\$35,584.00	\$8,336.00	\$43,920.00	\$10,126.46	\$0.00	\$10,126.46
c. Travel	\$50,062.00	\$0.00	\$50,062.00	\$50,062.00	\$0.00	\$50,062.00	\$997.83	\$0.00	\$997.83
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$0.00	\$3,851.00	\$3,851.00	\$0.00	\$3,851.00	\$3,851.00	\$0.00	\$0.00	\$0.00
f. Contractual	\$286,412.00	\$0.00	\$286,412.00	\$286,412.00	\$0.00	\$286,412.00	\$47,362.50	\$0.00	\$47,362.50
g. Other	\$64,934.00	\$102,120.00	\$167,054.00	\$64,934.00	\$102,120.00	\$167,054.00	\$7,477.10	\$37,186.15	\$44,663.25
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$534,992.00	\$137,267.00	\$672,259.00	\$534,992.00	\$137,267.00	\$672,259.00	\$93,390.28	\$37,186.15	\$130,576.43
j. Proportionality Percent	79.58%	20.42%	100.00%	79.58%	20.42%	100.00%	71.52%	28.48%	100.00%

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)
Duane Schell, Program Sponsor		701.328.4360
16b. Signature of Authorized Certifying Official:		16d. Email Address:
		dschell@nd.gov
		Date:
		01/30/2020

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