

U.S. Department of Commerce State and Local Implementation Grant Program Close Out Report				2. Award or Grant Number:	33-10-S13033
				4. EIN:	02-6000618
1. Recipient Name	New Hampshire Department of Safety			6. Report Date (MM/DD/YYYY):	5/21/2018
3. Street Address	33 Hazen Drive			7. Reporting Period End Date: (MM/DD/YYYY)	2/28/2018
5. City, State, Zip Code	Concord, NH 03305				
<b>10a. Project/Grant Period</b>					
Start Date: (MM/DD/YYYY)	9/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018		
<b>Part A: Metrics - Final PPR Milestone Data (cumulative through the last quarter)</b>					
	Project Type (Capacity Building, SCIP Update, etc.)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	6243	Actual number of individuals reached via stakeholder meetings during the period of performance		
2	Individuals Sent to Broadband Conferences	28	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the period of performance		
3	Staff Hired (Full-Time Equivalent)(FTE)	1.25	Actual number of state personnel FTEs who began supporting SLIGP activities during the period of performance (may be a decimal)		
4	Contracts Executed	1	Actual number of contracts executed during the period of performance		
5	Governance Meetings	109	Actual number of governance, subcommittee, or working group meetings held during the period of performance		
6	Education and Outreach Materials Distributed	2637	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 period of performance		
7	Subrecipient Agreements Executed	0	Actual number of agreements executed during the period of performance		
8	Phase 2 - Coverage	Partial Dataset Submitted to FirstNet	Please choose the option that best describes the data you provided to FirstNet in each category during the period of performance: • Not Complete • Partial Dataset Submitted to FirstNet • Complete Dataset Submitted to FirstNet		
9	Phase 2 – Users and Their Operational Areas	Partial Dataset Submitted to FirstNet			
10	Phase 2 – Capacity Planning	Partial Dataset Submitted to FirstNet			
11	Phase 2 – Current Providers/Procurement	Partial Dataset Submitted to FirstNet			
12	Phase 2 – State Plan Decision	Partial Dataset Submitted to FirstNet			
<b>Part B: Narrative</b>					
<b>Milestone Data Narrative: Please Describe in detail the types of milestone activities your SLIGP grant funded (Please reference each project type you engaged in. Example: Governance Meetings, Stakeholders Engaged)</b>					
<p>The SIEC continued its quarterly meetings throughout the period of performance, while each of the three working groups maintained an aggressive schedule of activities. Once the decision was made to Opt-in to FirstNet by Governor Sununu, a forecast of meeting schedules were formulated for the upcoming year. An important milestone accomplished was that New Hampshire certified its first group of ComL's during the period. Stakeholder engagement remains strong throughout the multi-disciplined, multi-jurisdictional SIEC as governance of all activities is closely monitored. Much work was accomplished through the New Hampshire Legislature to increase the membership of the SIEC as indicated by the SIEC's Senior Management Group which we have every confidence will be passed into law in 2018.</p>					
<b>Please describe in detail any SLIGP program priority areas (education and outreach, governance, etc.) that you plan to continue beyond the SLIGP period of performance.</b>					
<p>Education and outreach remains significantly important as members of the SIEC and the SWIC have scheduled meetings throughout the State to advance the FirstNet/AT&amp;T agenda in 2018. A scheduled SCIP-update Workshop scheduled for May 2018 will advance NPSBN and the FirstNet/AT&amp;T LTE Network in New Hampshire and will add to the governance responsibilities regarding broadband.</p>					

**Data collection narrative: Please describe in detail the status of your SLIGP funded data collection activities.**

Data collection activities are associated to the outreach program and working with our stakeholders, but there was no contracted data collection activities during this period of performance.

**Please describe in detail any data collection activities you plan to continue beyond the SLIGP period of performance.**

New Hampshire anticipates through the SLIGP 2.0 grant to hire an Administrator I position to assist the SWIC's office in collecting data regarding and any issues associated with interoperability (if it exists) and to investigate and research data on applications that would support the FirstNet/NPSBN network.

**Lessons Learned: Please share any lessons learned or best practices that your organization implemented during your SLIGP project.**

**Part C: Staffing**

**Staffing Table - Please provide a summary of all positions funded by SLIGP.**

Name	FTE%	Project(s) Assigned	Change
SWIC	0.65	Management of Grant project activities	
Program Specialist IV	0.5	financial tracking and reporting	
Informational Representative	0.5	web development, social media outreach programs, newsletters, general SPOC support	

**Part D: Contracts and Funding**

**Subcontracts Table – Include all subcontractors engaged during the period of performance. The totals from this table must equal the “Subcontracts Total” in your Budget Worksheet**

Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFQ Issued (Y/N)	Total Federal Funds Allocated	Total Matching Funds Allocated
Data Collection Activities	Consulting Service	Mission Critical Partners	Y	\$192,898.00	\$0.00

**Budget Worksheet**

Columns 2, 3 and 4 must match your project budget for the entire award and your final SF 424A. Columns 5, 6, and 7 should list your final budget figures, cumulative through the last quarter

Project Budget Element (1)	Federal Funds Awarded (2)	Approved Matching Funds (3)	Total Budget (4)	Final Federal Funds Expended (5)	Final Approved Matching Funds Expended (6)	Final Total funds Expended (7)
a. Personnel Salaries	\$264,038.00	\$201,776.00	\$465,814.00	\$31,239.20	\$208,527.26	\$239,766.46
b. Personnel Fringe Benefits	\$106,347.00	\$15,812.00	\$122,159.00	\$2,502.70	\$16,485.11	\$18,987.81
c. Travel	\$59,460.00	\$1,035.00	\$60,495.00	\$16,819.50	\$406.45	\$17,225.95
d. Equipment			\$0.00			\$0.00
e. Materials/Supplies	\$8,943.00	\$1,350.00	\$10,293.00	\$1,570.34		\$1,570.34
f. Subcontracts Total	\$360,630.00		\$360,630.00	\$192,898.00		\$192,898.00
g. Other	\$21,280.00		\$21,280.00	\$3,995.93		\$3,995.93
Indirect	\$59,189.00		\$59,189.00	\$6,156.20		\$6,156.20
h. Total Costs	\$879,887.00	\$219,973.00	\$1,099,860.00	\$255,181.87	\$225,418.82	\$480,600.69
i. % of Total	80%	20%	100%	53%	47%	100%

Part E: Additional Questions: Please select the option (Strongly Disagree, Disagree, Neutral, Agree, Somewhat Agree, Strongly Agree) that best suits your answer.			
Overall, were SLIGP funds helpful in preparing for FirstNet?	Agree	What was most helpful? What challenges did you encounter?	<i>Supporting SPOC activities and meetings./ The importance of SPOC's no longer considered by FirstNet.</i>
Were SLIGP funds helpful in planning for your FirstNet consultation?	Agree	What was most helpful? What challenges did you encounter?	<i>Planning activities for FirstNet consultation were helpful only marginally.</i>
Were SLIGP funds helpful in informing your stakeholders about FirstNet?	Agree	What was most helpful? What challenges did you encounter?	<i>Outreach activities supported by SLIGP were helpful as much of the state was traveled.</i>
Were SLIGP funds helpful in developing a governance structure for broadband in your state?	Agree	What was most helpful? What challenges did you encounter?	<i>Governance was created by investigating what had worked in other states and creating a composite of what would work for New Hampshire.</i>
Were SLIGP funds helpful in preparing your staff for FirstNet activities in your state (e.g. attending broadband conferences, participating in training, purchasing software, procuring contract support etc.)?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>Having the opportunity to attend these conferences were critically important as it supported the New Hampshire agenda./ What is no longer helpful is that SPOC's are apparently no longer required.</i>
Were SLIGP funds helpful in updating your Statewide Communications Interoperability Plan?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>A SCIP-update Workshop was conducted in October 2014 and will now again be updated in May 2018.</i>
Were SLIGP funds helpful in preparing for your review of the FirstNet developed State Plan?	Agree	What was most helpful? What challenges did you encounter?	<i>Marginal assistance was provided by SLIGP funds in reviewing the FirstNet State Plan.</i>
Were SLIGP funds helpful in conducting FirstNet determined data collection?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>Yes, New Hampshire was able to hire a consultant in our data collection effort.</i>
Part F: 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.			
Typed or printed name and title of Authorized Certifying Official:		Telephone (area code, number, and extension)	603-271-7663
Pamela Urban-Morin, Grants Administrator		Email Address:	<a href="mailto:pamela.urban-morin@dos.nh.gov">pamela.urban-morin@dos.nh.gov</a>
Signature of Authorized Certifying Official:		Date	6/15/2018
			