

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	40-10-S13040
				4. EIN:	73-6017987
1. Recipient Name	State of Oklahoma - Office of Management & Enterprise Services			6. Report Date (MM/DD/YYYY)	10/28/2016
3. Street Address	3115 N. Lincoln Blvd.			7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
5. City, State, Zip Code	Oklahoma City, OK 73105			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)	9/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018		
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, etc.)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	382	<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>		
2	Individuals Sent to Broadband Conferences	1	<i>Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter</i>		
3	Staff Hired (Full-Time Equivalent)(FTE)	1	<i>Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)</i>		
4	Contracts Executed	0	<i>Actual number of contracts executed during the quarter</i>		
5	Governance Meetings	16	<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>		
6	Education and Outreach Materials Distributed	565	<i>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</i>		
7	Subrecipient Agreements Executed	0	<i>Actual number of agreements executed during the quarter</i>		
8	Phase 2 - Coverage	Stage 4	<i>For each Phase 2 milestone category, please provide the status of the activity during the quarter:</i> <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 4			
10	Phase 2 - Capacity Planning	Stage 4			
11	Phase 2 - Current Providers/Procurement	Stage 4			
12	Phase 2 - State Plan Decision	Stage 2			
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>1. Our new Program Coordinator provided outreach and education materials at the Oklahoma Emergency Management Association Conference (92 booth visits), the Oklahoma Telephone Association Technical Workshop (presentation to 101 attendees), and the Oklahoma Municipal League Conference (108 booth visits). Presentations were also given to the Office of Management & Enterprise Services O&I Group (25 participants) and Division Meeting (3), our State Plan Decision Working Groups (28 attendees) and the Oklahoma Tribal Advisory Committee (22 participants). The Oklahoma SWIC also provided an update during the SPOC Webinar on July 27, 2016 (3 Oklahoma participants). 2. One (1) member of our steering committee was sent to the National APCO Conference in Orlando, FL where he presented on, "Tactical Applications over Broadband Networks for First Responders and How This Will Work with FirstNet ". 3. One (1) Program Coordinator was hired for the duration of the SLIGP and will be paid 100% with federal funds. 4. No contracts were executed this quarter. 5. Members of the steering committee participated in teleconference meetings with Televate LLC (4), participated in steering committee meetings (1), the Governing Board held its quarterly meeting (1), and the State Plan Decision Working Groups held multiple meetings (10). 6. Approximately 138 information packets were distributed and OKPSBN.ok.gov had approximately 427 hits this quarter. 7. No subrecipients agreements were executed this quarter. As of September 30, 2016, 55 Counties and 15 Tribal Entities participated in coverage reviews - Public Safety Entities from all 77 Counties and 34 Tribal Entities participated in user population surveys. The State of Oklahoma submitted this data to FirstNet on September 30, 2016.</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.					
N/A					

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

The State of Oklahoma has hired a full-time Program Coordinator to serve as the main point of contact and provide assistance to the SLIGP Project under the SPOC. The Program Coordinator serves as additional oversight to the consultants hired with SLIGP funds, manages the federal grant funds alongside Office of Management & Enterprise Services financial staff, and coordinates all outreach and education sessions held in Oklahoma through the SLIGP Project.

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

The State of Oklahoma has established a Tribal Advisory Committee to serve as the primary voice for the 39 federally recognized tribes, not just on broadband/LTE issues, but on all public safety communications in Oklahoma. Our initial meeting took place in August 2016 and included 15 different tribal entities in addition to liaisons from the Bureau of Indian Affairs, FirstNet, and the Oklahoma Secretary of State's Office. Future meetings will be held once a quarter.

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 State of Oklahoma has not yet hired a Tribal Liaison to provide direct outreach and education to each of th 39 federally recognized tribes. We plan on hiring this position within 3 months and working to bring all 39 tribes into full participation with this initiative.

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
Grant Manager	35%	Governance and Steering Committee Organization, Public Relations	No Change
Administrative Support	40%	Administrative Assistance, Communication with Committees, Website Development	Less 10%
ODOT Radio	20%	Communications Expertise	No Change
LTE / LMR	40%	Radio Technology Specialist	Less 10%
Accountant	30%	Review of Grant Funding, Time Tracking, Travel Management	Less 5%
Legal Attorney	5%	Contract Reviews, Governance & Charter Documents	Up 5%
Program Coordinator	100%	Federally Grant Funded: Federal Grant Management, Outreach & Education Coordination, Website Development	ADD

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
Televate Consulting LLC	Phase I Support	Vendor	Y	Y	4/1/2015	-	\$651,554.00	
Televate Consulting LLC	Phase II Support	Vendor	Y	Y	-	2/29/2018	\$307,324.00	
TBD	Summits in 8 Regional Locations	Vendor	N	N			\$86,600.00	
TBD	Central Summits x 3	Vendor	N	N			\$10,400.00	
TBD	Statewide Conference (Phase I & V)	Vendor	N	N			\$46,800.00	
TBD	Statewide Conference (Phase II - IV)	Vendor	N	N			\$33,000.00	
Oklahoma Interactive (OK.gov)	Website Hosting & Development	Vendor	Y	Y	1/1/2014	2/29/2018	\$50,000.00	
TBD	Presentation Video Production	Vendor	N	N			\$10,000.00	
TBD	Legal Assistance with MOUs	Vendor	N	N			\$50,000.00	

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

None at this time

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	\$297,500.00	\$335,044.00	\$632,544.00	\$9,096.14	\$208,704.19	\$217,800.33
b. Personnel Fringe Benefits	\$115,326.00	\$169,879.00	\$285,205.00	\$3,538.82	\$99,860.00	\$103,398.82
c. Travel	\$219,105.00		\$219,105.00	\$65,735.99		\$65,735.99
d. Equipment	\$0.00		\$0.00			\$0.00
e. Materials/Supplies	\$8,230.00		\$8,230.00	\$5,220.56		\$5,220.56
f. Subcontracts Total	\$1,265,679.00		\$1,265,679.00	\$539,639.37		\$539,639.37
g. Other	\$18,974.00		\$18,974.00	\$20,859.00		\$20,859.00
h. Indirect			\$0.00			\$0.00
i. Total Costs	\$1,924,814.00	\$504,923.00	\$2,429,737.00	\$644,089.88	\$308,564.19	\$952,654.07
j. % of Total	79%	21%	100%	68%	32%	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)	(405) 521-6642
Ben Gherezgiher - Director of Information Technology, Public Safety & Defense SPOC		16d. Email Address:	Ben.Gherezgiher@omes.ok.gov
16b. Signature of Authorized Certifying Official:		Date:	10/28/2016 Revised 11/07/2016
			