

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	72-10-S13072
1. Recipient Name				4. EIN:	660679060
3. Street Address				6. Report Date (MM/DD/YYYY)	10/28/2016
5. City, State, Zip Code				7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
				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...)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	8	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	3	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	1	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	65,582	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	5	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	5			
10	Phase 2 – Capacity Planning	5			
11	Phase 2 – Current Providers/Procurement	1			
12	Phase 2 – State Plan Decision	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.					
<ul style="list-style-type: none"> • On July 27, 2016, we attend the FirstNet "SPOC Meeting" conference call regarding FirstNet updates, Consultation Tast Team update, outreach and Fall SPOC Meeting on behalf of Amanda Hilliard. • On August 2, 2016, we attend a Quality of Service, Priority and Preemption webinar on behalf of David Cook. • On August 26, 2016 we attend a conference call from the FirstNet Board and Finance Committee. • On September 21, we had an Interoperability Committee meeting were we inform and give education material regarding FirstNet Update. • On September 30, we had an SPOC meeting were David Cook give us direction and support to moving forward in consultation and outreach efforts. • According to Facebook metrics, (14,434) people was reached, and according to Twitter analytics, (51,148) impressions on our FirstNet update tweets. We are going to keep a strength presence through social networks to reach more people. 					

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.

No changes anticipated.

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

In the last years most people engage in social networking on a daily basis, we use this tools to reach more people and bring updated information about FirstNet to the public safety community.

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

Over 14 thousand people were reachad in facebook, also we answer their questions, and give to them the most updated information about FirstNet. In just one week on Twitter, we gain over 40 thousand impressions, people who see our tweets, now know more about what is FirstNet and it promises to build a unique broadband network dedicated to Public Safety.

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.

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
SLIGP Program Manager	100%	Develop and coordinate outreach and educations plans to Puerto Rico public safety community and completing progress reports. SLIGP-POC	
Grant Administrator	30%	Provide grant management support, managing the project's budget, and ensuring that the grant activities are completed on time.	
Financial Coordinator	25%	Produce financial statements, oversight transactions and implementing audit systems.	
SWIC	20%	Implementation a statewide vision for interoperability.	
SPOC	0%	Primary point of contact for NTIA and FirstNet	No longer charged to SLIGP

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
Cybertech Solutions	Outreach and Educational Efforts - Web Design	Vendor	Y	Y	2/1/2016	5/31/2017	\$44,662.00	\$8,058.00
Lex Santos	Project Management/Technical Advisor	Vendor	Interviews	Y	8/17/2015	8/31/2016	\$103,600.00	\$0.00
Andrés F. Márquez	Data Collector	Vendor	Interviews	Y	8/17/2015	9/30/2015	\$4,800.00	\$0.00
Frances T. Vázquez	Data Collector	Vendor	Interviews	Y	8/17/2015	9/30/2015	\$4,800.00	\$0.00
TBD	Planning/Legal Consultant/Engineering Organization	Vendor	N	N	TBD	TBD	\$401,381.00	\$185,885.00
TBD	Outreach and Educational Efforts	Vendor	N	N	TBD	TBD	\$224,837.00	\$40,567.00
TBD	Legal Services	Vendor	N	N	TBD	TBD	\$12,000.00	\$0.00
TBD	Grant Writing Services	Vendor	Y	Y	3/14/2013	6/30/2013	\$10,200.00	\$0.00

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

None

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	\$383,200.00	\$15,693.00	\$398,893.00	\$145,254.00	\$15,693.00	\$160,947.00
b. Personnel Fringe Benefits	\$79,061.00	\$2,957.00	\$82,018.00	\$19,736.00	\$2,957.00	\$22,693.00
c. Travel	\$102,784.00	\$0.00	\$102,784.00	\$57,820.00	\$0.00	\$57,820.00
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$14,608.00	\$2,000.00	\$16,608.00	\$12,213.00	\$50.00	\$12,263.00
f. Subcontracts Total	\$806,280.00	\$234,510.00	\$1,040,790.00	\$75,506.00	\$4,153.00	\$79,659.00
g. Other	\$46,691.00	\$103,000.00	\$149,691.00	\$11,693.00	\$6,972.00	\$18,665.00
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$1,432,624.00	\$358,160.00	\$1,790,784.00	\$322,222.00	\$29,825.00	\$352,047.00
j. % of Total	80%	20%	100%	92%	8%	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:

Mrs. Sally Garrafa-Echevarría, Executive Assistant to the Director of Puerto Rico Emergency Management Agency and Executive Director of Puerto Rico Office of Public Safety Affairs

16c. Telephone (area code, number, and extension)

787-763-3424

16d. Email Address:

sgarrafa@oasp.pr.gov

16b. Signature of Authorized Certifying Official:

Date:

10/28/2016