

U.S. Department of Commerce SLIGP 2.0 Performance Progress Report				2. Award or Grant Number:	78-10-S18078
				4. EIN:	9-0101838
1. Recipient Name	United States Virgin Islands- Office of the Governor - Bureau of Information Technology			6. Report Date (MM/DD/YYYY)	04/18/2018
3. Street Address	8000 Nisky Shopping Center, Suite 600 A			7. Reporting Period End Date: (MM/DD/YYYY)	03/31/2018
5. City, State, Zip Code	Charlotte Amalie, VI 00802			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)	03/01/2018	10b. End Date: (MM/DD/YYYY)	02/29/2020		
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	No		Actual number of governance, subcommittee, or working group meetings related to the NPSBN held during the quarter	
2	Individuals Sent to Broadband Conferences	Yes	2	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		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)	Yes	1.00	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal).	
5	Contracts Executed	No		Actual number of contracts executed during the quarter.	
6	Subrecipient Agreements Executed	No		Actual number of agreements executed during the quarter.	
7	Data Sharing Policies/Agreements Developed	No		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 Milestone Activities:
 - Khanisa Figaro, FirstNetVI Program Manager and David Parris, Radio Frequency Manager/ Statewide Interoperability Coordinator (SWIC) attended the IWCE conference in Orlando Florida from March 5th to the 9th.

Other activities:
 - Provided content to Crucian Point for FirstNetVI web development

Planned Major activities for next quarter:
 - FirstNetVI and AT&T Kick-off meeting
 - Launch new FirstNetVI website

12. Personnel

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	100%	Program Management of SLIGP Grant	New


12b. Narrative description of any staffing challenges, vacancies, or changes.
 The team plans to add a Program coordinator position to the grant. The employee will spend 100% of their time fulfilling SLIGP 2.0 objectives.

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

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

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	\$240,000.00		\$240,000.00	\$90,000.00		\$90,000.00	\$2,500.00		\$2,500.00
b. Personnel Fringe Benefits	\$108,000.00		\$108,000.00	\$40,500.00		\$40,500.00	\$703.75		\$703.75
c. Travel	\$33,040.00		\$33,040.00	\$9,390.00		\$9,390.00	\$6,447.26		\$6,447.26
d. Equipment	\$0.00		\$0.00			\$0.00			\$0.00
e. Materials/Supplies	\$18,560.00		\$18,560.00	\$4,192.00		\$4,192.00			\$0.00
f. Contractual	\$140,000.00		\$140,000.00	\$52,017.00		\$52,017.00			\$0.00
g. Other	\$10,400.00		\$10,400.00	\$3,901.00		\$3,901.00			\$0.00
h. Indirect	\$0.00		\$0.00			\$0.00			\$0.00
i. Total Costs	\$550,000.00	\$0.00	\$550,000.00	\$200,000.00	\$0.00	\$200,000.00	\$9,651.01	\$0.00	\$9,651.01
j. Proportionality Percent	100.00%	0.00%	100.00%	100.00%	0.00%	100.00%	100.00%	0.00%	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: Angelo Riddick, PMP Director/Chief Information Officer						16c. Telephone (area code, number, and extension) 340-713-0354 Ext. 5510			
16b. Signature of Authorized Certifying Official: 						16d. Email Address: angelo.riddick@bit.vi.gov		Date: 5/21/2018 12:32:11 PM PDT	

Public Burden Statement: According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a currently valid OMB number. Public reporting burden for this collection of information is estimated to average 12.5 hours per response. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Michael Dame, Program Director, State and Local Implementation Grant Program, National Telecommunications and Information Administration, U.S. Department of Commerce, 1401 Constitution Avenue, NW, Room 4078, Washington, DC 20230.