U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	49-10-S13049N
				4. EIN:	87-0587139
1. Recipient Name	Utah Communications Authority			6. Report Date (MM/DD/YYYY)	10/21/2016
3. Street Address	5360 S Ridge Village Drive			7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
5. City, State, Zip Code	Salt Lake City, UT 84118			8. Final Report Yes ☐ No ☒ x	9. Report Frequency Quarterly ☒ y

10a. Project/Grant Period				
Start Date: (MM/DD/YYYY) 11/1/2014	10b. End Date: (MM/DD/YYYY)	1/31/2018		

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	476	*Actual number of individuals reached via stakeholder meetings during the quarter*
2	Individuals Sent to Broadband Conferences	5	*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	3	*Actual number of governance, subcommittee, or working group meetings held during the quarter*
6	Education and Outreach Materials Distributed	632	*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	Stage 1-5	
9	Phase 2 – Users and Their Operational Areas	Stage 1-5	*For each Phase 2 milestone category, please provide the status of the activity during the quarter:*
10	Phase 2 – Capacity Planning	Stage 1-5	• *Stage 1 - Process Development* • *Stage 2 - Data Collection in Progress* • *Stage 3 - Collection Complete; Analyzing/Aggregating Data*
11	Phase 2 – Current Providers/Procurement	Stage 1-5	• *Stage 4 - Data Submitted to FirstNet* • *Stage 5 - Continued/Iterative Data Collection*
12	Phase 2 – State Plan Decision	Stage 1	• *Stage 6 - Submitted Iterative Data to FirstNet*

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.

Attended monthly UCA board meetings and presented updates from FirstNet on timeline, state plan delivery, and QPP CTT. Ineroperability and radio technical advisory committees were selected. Meeting planned for week of November 7th with interop committee to discuss process and indivduals that will review the state plan. Other meetings attended where outreach was accomplished were the Utah broadband advisory committee, and monthly Utah 911 Advisory committee. Utah sent 5 team members to the region 8 QPP CTT meeting in bozeman Montana. Held a OEC sponsored SCIP update workshop where NPSBN capabilities and expectations were discussed, broadband initiatives were built into the SCIP. Utah sponsored the in state NGA Interoperability Stakeholder meeting where interoperability and FirstNet were discussed. Tracey Murdock, FirstNet Region 8 Outreach Lead was in attendance. FirstNet hosted a PEIS meeting in September, announcements and invites were sent out however, there was no attendance at this meeting.

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.

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

UCA has hired an Executive Director, David Edmunds in September 2016. The AOR duties are in process of being re-assigned to the new Executive Director from the previous Interim Executive Director, Jake Hunt.

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

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.*
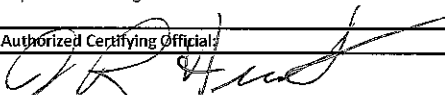
Job Title	FTE%	Project (s) Assigned	Change
Statewide Interoperability Coordinator (SWIC)	0.9	Oversee SLIGP activities	Filled
SWIC Assistant	1	Assist with SLIGP activities	Currently vacant
SWIC Assistant for Utah tribes	1	Assist with SLIGP activities relating to the tribes in Utah	Currently vacant
UCA Director	0.2	Oversight	Filled
UCA Operations Manager	0.1	Oversight	Filled

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
Accounting Support and Solutions	Financial Management	Vendor	N	N	11/1/2014	3/25/2016	$74,880.00	$0.00
Marketing	Outreach Coordination	Vendor	N	N			$84,000.00	$0.00
Marketing	Material Development	Vendor	N	N			$56,000.00	$0.00
Film Crew	Educational Video	Vendor	N	N			$49,815.00	$0.00
Ballard Spahr, LLP	Contract Review	Vendor	N	N			$17,000.00	$0.00
Fletcher, Heald & Hildreth	Assistance in Project Management	Vendor	N	Y	3/23/2015	6/30/2015	$74,250.00	$0.00
AGRC	Data Gathering and Analysis	Vendor	N	Y	7/1/2015	12/31/2016	$227,760.00	$0.00
Strata	Data Gathering and Analysis	Vendor	N	Y	7/1/2015	12/31/2016	$81,000.00	$0.00
Third Sun Productions	Web Site Development	Vendor	N	N			$11,400.00	$0.00
HEB Business Solutions	Financial Management	Vendor	N	Y	3/28/2016	TBD	$16,045.00	$0.00

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

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	$428,133.16	$207,504.00	$635,637.16	$39,823.64	$65,132.49	$104,956.13
b. Personnel Fringe Benefits	$205,075.78	$99,394.42	$304,470.20	$14,404.71	$24,203.71	$38,608.42
c. Travel	$269,980.00		$269,980.00	$18,965.55		$18,965.55
d. Equipment			$0.00	$0.00		$0.00
e. Materials/Supplies	$111,868.36		$111,868.36	$1,985.68		$1,985.68
f. Subcontracts Total	$676,105.00		$676,105.00	$68,329.20		$68,329.20
g. Other	$79,216.50	$112,558.81	$191,775.31	$11,940.35	$22,481.69	$34,422.04
h. Indirect	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
i. Total Costs	$1,770,378.80	$419,457.23	$2,189,836.03	$155,449.13	$111,817.89	$267,267.02
j. % of Total	81%	19%	100%	58%	42%	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)	801-840-4200
Jacob R Hunt, UCA Operations Manager		
16b. Signature of Authorized Certifying Official:	16d. Email Address:	jhunt@uca911.org
	Date:	10/21/2016