

U.S. Department of Commerce SLIGP 2.0 Performance Progress Report				2. Award or Grant Number:	51-10-S18051
1. Recipient Name				4. EIN:	54-6002286
3. Street Address				6. Report Date (MM/DD/YYYY)	04/26/2018
5. City, State, Zip Code				7. Reporting Period End Date: (MM/DD/YYYY)	03/31/2018
				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	Yes	1	<i>Actual number of governance, subcommittee, or working group meetings related to the NPSBN held during the quarter</i>	
2	Individuals Sent to Broadband Conferences	No	0	<i>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</i>	
3	Convened Stakeholder Events	No	0	<i>Actual number of events coordinated - or held using SLIGP grant funds during the quarter, as requested by FirstNet.</i>	
4	Staff Hired (Full-Time Equivalent)(FTE)	No	0.50	<i>Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal).</i>	
5	Contracts Executed	No	0	<i>Actual number of contracts executed during the quarter.</i>	
6	Subrecipient Agreements Executed	No	0	<i>Actual number of agreements executed during the quarter.</i>	
7	Data Sharing Policies/Agreements Developed	No		<i>Yes or No if data sharing policies and/or agreements were developed during this reporting quarter.</i>	
8	Further Identification of Potential Public Safety Users	No		<i>Yes or No if further identification of potential public safety users occurred during this reporting quarter.</i>	
9	Plans for Emergency Communications Technology Transitions	No		<i>Yes or No if plans for future emergency communications technology transitions occurred during this reporting quarter.</i>	
10	Identified and Planned to Transition PS Apps & Databases	No		<i>Yes or No if public safety applications or databases within the State or territory were identified and transition plans were developed this reporting quarter</i>	
11	Identify Ongoing Coverage Gaps	No		<i>Yes or No if participated in identifying ongoing coverage gaps using SLIGP funds during this reporting quarter.</i>	
12	Data Collection Activities	No		<i>(Opt-In and Opt-Out Post-SMLA Phase Only) Yes or No if participated in data collection activities as requested by FirstNet or following a documented data collection determination by Opt-Out (Post-SMLA) grantees.</i>	
Activities for Opt-Out States only in the Pre-SMLA Phase during the Reporting Quarter					
13	Stakeholders Engaged			<i>Actual number of individuals reached via stakeholder meetings or events during the quarter.</i>	
14	Education and Outreach Materials Distributed In-Person			<i>Actual number of materials distributed in-person during this quarter.</i>	
15	Education and Outreach Materials distributed Electronically			<i>Actual volume of hits or impressions to any website, e-newsletter, social media post, or other account supported by SLIGP during the quarter.</i>	

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. During this quarter, one governance meeting was held. The SIEC received a briefing from AT&T Consultant Bill Tegethoff about the roll out of the FirstNet Core, and planned activities for the future. The group received a presentation recapping the final series of outreach and education workshops that were delivered prior to the close of the original SLIGP funding. The group also held discussion about its concerns of disrupting interopeable capabilities across regions, coverage gaps and the hardening of site infrastructure.

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
Interoperability Program Manager	0%	Project Coordination, daily operations, project reporting	Vacant- to be filled at 50%
Grant Manager	50%	Project Coordination, daily operations, grants management, project and financial reporting	Filled

12b. Narrative description of any staffing challenges, vacancies, or changes. The Inteoperability Program Manager position is in the recruitment phase. A new full time IO manager is expected to be onboarded by the end of the projects second quarter. The Grants Manager has taken on the roll of acting IO manager during the position vacancy (October 2017- Present).

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.


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	\$343,490.00	\$0.00	\$343,490.00	\$128,809.00	\$0.00	\$128,809.00	\$1,159.86	\$0.00	\$1,159.86
b. Personnel Fringe Benefits	\$116,787.00	\$0.00	\$116,787.00	\$43,795.00	\$0.00	\$43,795.00	\$423.99	\$0.00	\$423.99
c. Travel	\$54,560.00	\$0.00	\$54,560.00	\$20,460.00	\$0.00	\$20,460.00	\$0.00	\$0.00	\$0.00
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$11,400.00	\$0.00	\$11,400.00	\$6,775.00	\$0.00	\$6,775.00	\$677.40	\$0.00	\$677.40
f. Contractual	\$427,960.00	\$0.00	\$427,960.00	\$160,485.00	\$0.00	\$160,485.00	\$0.00	\$0.00	\$0.00
g. Other	\$0.00	\$238,550.00	\$238,550.00	\$0.00	\$90,081.00	\$90,081.00	\$0.00	\$2,468.40	\$2,468.40
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$954,197.00	\$238,550.00	\$1,192,747.00	\$360,324.00	\$90,081.00	\$450,405.00	\$2,261.25	\$2,468.40	\$4,729.65
j. Proportionality Percent	80.00%	20.00%	100.00%	80.00%	20.00%	100.00%	47.81%	52.19%	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: Cheryl Lee		16c. Telephone (area code, number, and extension) 804-897-9761
16b. Signature of Authorized Certifying Official: 		16d. Email Address: cheryl.lee@vdem.virginia.gov
		Date: revised 5/9/18

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