

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	50-10-S-13050
1. Recipient Name		Vermont Department of Public Safety		4. EIN:	03-6000264
3. Street Address		45 State Drive		6. Report Date (MM/DD/YYYY)	9/30/2016
5. City, State, Zip Code		Waterbury, VT 05671-1300		7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
				8. Final Report	9. Report Frequency
				Yes <input type="checkbox"/>	Quarterly <input checked="" type="checkbox"/>
				No <input checked="" type="checkbox"/>	
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	8/1/2013	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	253	<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>		
2	Individuals Sent to Broadband Conferences	0	<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)	0	<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	1	<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>		
6	Education and Outreach Materials Distributed	812	<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			
9	Phase 2 - Users and Their Operational Areas	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"> <li>• Stage 1 - Process Development</li> <li>• Stage 2 - Data Collection in Progress</li> <li>• Stage 3 - Collection Complete; Analyzing/Aggregating Data</li> <li>• Stage 4 - Data Submitted to FirstNet</li> <li>• Stage 5 - Continued/Iterative Data Collection</li> <li>• Stage 6 - Submitted Iterative Data to FirstNet</li> </ul>		
10	Phase 2 - Capacity Planning	Stage 4			
11	Phase 2 - Current Providers/Procurement	Stage 5			
12	Phase 2 - State Plan Decision	Stage 5			
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>We continued work to brief individual groups of first responders on the FirstNet initiative. We were able to conduct 18 face-to-face meetings with first responders throughout the state during this quarter, reaching approximately 250 individuals. We were pleased to see visits to our web site regarding FirstNet remain strong with 360 unique visitors and more than 2,600 page views. We were also pleased to complete our "metro" push and contacted first responder agencies in the ten largest cities in our state.</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.					
<p>No changes are anticipated as this time. However, we reserve the right to make changes as the Vermont program continues to develop.</p>					

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

The metric numbers are being adjusted due to a misunderstanding about how to report attendees vs. materials. For quarterly report ending 6/30/2016: # Attendees - 152 (was 270), # Materials 1,682 (was 3,503); For quarterly report ending 3/31/2016: # Attendees - 55 (was 1,055), # Materials 314 (was 1,055); For quarterly report ending 12/31/2015: # Attendees - 148 (was 1,382), # Materials 1,720 (was 2,463); For quarterly report ending 9/30/2015: # Attendees - 798 (was 3,176), # Materials 3,139 (was 2,827).

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

We found creating a video briefing and posting it on YouTube was an effective way of reaching our law enforcement community. Due to the realities of shift work, it is not easy to gather all law enforcement personnel to a central meeting to brief them on FirstNet. The video update allowed personnel to view the update at times convenient to them.

**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
IT Project Manager IV	100	Managing Education and Outreach, Project Managements of SLIGP, and contractor/sub-contractor management	Permanently Vacant New Position title added in April 2016
FirstNet Outreach Manager	100	Managing Education and Outreach, Project Managements of SLIGP, and contractor/sub-contractor management	
Project Manager	100	Temporary 100% FTE – Not to exceed 1,280 hours (State Funded Personnel)	
Project Manager	100	Temporary 100% FTE – Not to exceed 1,280 hours (State Funded Personnel)	
Project Manager	100	Temporary 100% FTE – Not to exceed 1,280 hours (State Funded Personnel)	

**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
AppGeo	GIS Services and Technical advising	GIS Vendor	Y	Y	9/1/2015	10/30/2015		\$25,765.00
TBD	Project Manager for Technical Support	Personal Services Contract	N	N	TBD	TBD	\$199,840.00	

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

N/A

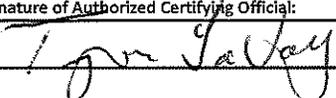
**14. Budget Worksheet**

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)	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	\$262,926.00	\$81,364.00	\$344,290.00	\$73,870.00	\$64,175.00	\$138,045.00
b. Personnel Fringe Benefits	\$87,537.00	\$7,258.00	\$94,795.00	\$31,826.00	\$7,162.00	\$38,988.00
c. Travel	\$34,506.00	\$0.00	\$34,506.00	\$19,581.00	\$0.00	\$19,581.00
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$12,000.00	\$0.00	\$12,000.00	\$1,204.00	\$0.00	\$1,204.00
f. Subcontracts Total	\$178,285.00	\$89,113.00	\$267,398.00	\$0.00	\$25,765.00	\$25,765.00
g. Other	\$6,431.00	\$0.00	\$6,431.00	\$5,454.00	\$0.00	\$5,454.00
h. Indirect	\$129,256.00	\$0.00	\$129,256.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$710,941.00	\$177,735.00	\$888,676.00	\$131,935.00	\$97,102.00	\$229,037.00
j. % of Total	80%	20%	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.~~

<b>16a. Typed or printed name and title of Authorized Certifying Official:</b>		<b>16c. Telephone (area code, number, and extension)</b>
Terry LaValley, Director, Radio Technology Services, Vermont Department of Public Safety		802-241-5216
<b>16b. Signature of Authorized Certifying Official:</b>		<b>16d. Email Address:</b>
		grantnotification@listserv.dps.state.vt.us
		<b>Date:</b> 10/27/16