

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)	6/30/2017
5. City, State, Zip Code		Waterbury, VT 05671-1300		7. Reporting Period End Date: (MM/DD/YYYY)	6/30/2017
				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, Indicator Description)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	270	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	3,474	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 4	For each Phase 2 milestone category, please provide the status of the activity during the quarter: <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>		
9	Phase 2 – Users and Their Operational Areas	Stage 4			
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>In the second quarter, our outreach focus was on preparing for the imminent release of draft state plans and then sharing news of the release of the draft plan for Vermont with stakeholders. Vermont sent a team of five people to the SPOC meeting in Dallas. Attending that meeting were SPOC Terry LaValley, PSBC members Jim Porter and Robert White, Agency of Digital Services Secretary John Quinn, and project outreach manager Lisa Helme. Following that meeting, Vermont prepared an evaluation process for review of the draft plan and organized review working groups and a schedule to complete a review within 45 days. The team released two project newsletters (printed and E-version) to public safety stakeholders during this period. A letter to first responder leaders was also sent to announce the availability of the national marketing web site for FirstNet. A means of submitting electronic feedback to the Public Safety Broadband Network Commission was developed and made available through the commission web site. In addition, several outreach presentations were completed to members of the local U.S. Coast Guard auxiliary, attendees at a regional fire school training, and to members of the Statewide Emergency Operations Commission. One outreach member also attended the APCO broadband summit in Washington DC.</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.					
No changes are anticipated as this time. However, we reserve the right to make changes as the Vermont program continues to develop.					

**11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.**  
 None at this time.

**11d. Describe any success stories or best practices you have identified. Please be as specific as possible.**  
 Nothing additional at this time.

**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.**  
 N/A

**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	0	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	0	Temporary 100% FTE – Not to exceed 1,280 hours (State Funded Personnel)	
Project Manager	0	Temporary 100% FTE – Not to exceed 1,280 hours (State Funded Personnel)	
Project Manager	0	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		\$25,773.98
Televate	Technical support and advising	Personal Services Contract	Y	Y	3/1/2017	12/31/2017	\$90,000.00	

**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	\$81,364	\$344,290	\$135,291	\$64,267	\$199,559
b. Personnel Fringe Benefits	\$87,537	\$7,258	\$94,795	\$64,346	\$7,169	\$71,516
c. Travel	\$34,506	\$0	\$34,506	\$21,263	\$0	\$21,263
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
e. Materials/Supplies	\$12,000	\$0	\$12,000	\$2,263	\$0	\$2,263
f. Subcontracts Total	\$178,285	\$89,113	\$267,398	\$19,890	\$25,765	\$45,655
g. Other	\$6,431	\$0	\$6,431	\$6,003	\$0	\$6,003
h. Indirect	\$129,256	\$0	\$129,256	\$57,446	\$0	\$57,446
i. Total Costs	\$710,941	\$177,735	\$888,676	\$306,502	\$97,202	\$403,704
j. % of Total	80%	20%	100%	76%	24%	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)		802-241-5216
Terry LaValley, Radio Technology Services, Director, Vermont Department of Public Safety				16d. Email Address:		<a href="mailto:grantnotification@listserv.dps.state.vt.us">grantnotification@listserv.dps.state.vt.us</a>
16b. Signature of Authorized Certifying Official:				Date:		8/14/17
						