

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	55-10-S13055
				4. EIN:	396006427
1. Recipient Name	Wisconsin Department of Justice			6. Report Date (MM/DD/YYYY)	1/24/2017
3. Street Address	17 W. Main Street			7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2016
5. City, State, Zip Code	Madison, Wisconsin, 53707-7857			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)	9/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018		
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, etc.)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	118	<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>		
2	Individuals Sent to Broadband Conferences	8	<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	8	<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>		
6	Education and Outreach Materials Distributed	300	<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 6	<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>		
9	Phase 2 – Users and Their Operational Areas	Stage 6			
10	Phase 2 – Capacity Planning	Stage 6			
11	Phase 2 – Current Providers/Procurement	Stage 6			
12	Phase 2 – State Plan Decision	Stage 2			

**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.**

**Stakeholder and Broadband Conferences:** 118 public safety personnel were reached throughout the State with regional meetings in this reporting period. The RIC's were able to present updates on the progress of FirstNet and also continued to work with stakeholders to identify requirements and needs for their regions. The Wisconsin Department of Justice staff attended three conferences in this reporting period. The conferences attended were the APCO Emerging Technology Forum, FirstNet SPOC Meeting, and the BSSA Communications Summit. A speaking session and outreach materials were distributed at the BSSA Communications Summit.

**Governance Meetings:** During this reporting period, eight governance meetings were held throughout the State which were also used for education and outreach on FirstNet and the Wisconsin Public Safety Broadband project. The governance meetings include the Northeast Regional SCIP Implementation Council, Northwest Regional SCIP Implementation Council, West Central Regional SCIP Implementation Council, Southeast Regional SCIP Implementation Council, East Central Regional SCIP Implementation Council, Southwest Regional SCIP Implementation Council, Nationwide Public Safety Broadband Subcommittee, and the Interoperability Council.

**Staff Hires and Other Activities:** The DOJ staff and RICs participated in the following other activities during this reporting period: Region V Teleconferences, DOA/DOR Meeting with Tribal Elders, NPSTC MCV over LTE, Meeting with AG Office and TJ Kennedy, SLIGP Webinar, NPSTC EMS WG FirstNet in Rural Areas, Broadband Emerging Technologies Workgroup Teleconference, call with NTIA, Governance Assessment Meetings, Western States FirstNet Calls, Tribal Outreach Planning, FirstNet Board Meeting, and weekly WIPSB Meetings.

**Planned Major Activities:** In the next quarter the state will continue to work with the state planning working group to prepare for the state plan decision process and the delivery of the draft state plan.

**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.**

Our team has continued to publish monthly newsletters which are posted on our website <https://wipsb.wisconsin.gov>. We are also continuing engagement with executives in the state to ensure those who work closely with the Governor are updated on the progress of FirstNet. We are still working on defining exactly what the process will look like when the draft state plan is delivered.

The Subcontracts total in table 13a does not currently equal the Subcontracts Total in 14f as a budget modification has not yet been approved to reallocate additional funds into the Subcontracts category.

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

Our project team has successfully kicked off our Technical and Operations State Plan Working Groups. Through our contact list and outreach at various events, we were able to get 26 participants on the Technical Working Group and 24 participants on the Operations Working Group. We plan to have weekly meetings until we feel adequately prepared to assess the FirstNet State Plan and ready to make a recommendation to the Governor.

**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.**

The project is 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
Program and Policy Analyst 1	0.5	Provides administrative support relating to grant management, governance meetings, outreach activities, and fulfill program requirements.	
Program and Policy Analyst 2	0.5	Provides administrative support relating to grant management, governance meetings, outreach activities, and fulfill program requirements.	
Justice Program Supervisor (SWIC)	0.5	Overall program oversight.	
Grants Specialist 1	0.1	Provides financial balances, completes Financial Status Report (FSR), completes travel reimbursement and pays general costs.	
Grants Specialist 2	0	Completes travel reimbursement and pays general costs.	Will remain vacant
Financial Officer	0	Provides financial oversight for the federal award.	Will remain vacant
LTE	0	Provides program support for day to day work and meetings.	Will remain vacant

**13. Subcontracts (Vendors and/or Subrecipients)**

The State of Wisconsin has 6 sub-grants reflected within the "Contractual" category in our budget, but the subgrant with Dane County has ended. Our current sub-grants are with the following entities: North Central WI Regional Planning Commission \$86,985, Calumet County \$172,585, Douglas County \$86,985, West Central WI Regional Planning \$86,985, the City of Milwaukee \$172,585, and Televate LLC \$630,000.

**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
UW-Extension	Develop training videos and promotional materials.	Vendor	N	Y	3/16/2015	4/1/2016	\$16,152.50	N/A
Unknown at this time	Community Engagement Outreach on a county by county, multi-county, and regional basis.	Unknown at this time	N	N	TBD	TBD	\$0.00	N/A
Unknown at this time	Statewide website hosting	Unknown at this time	N	N	TBD	TBD	\$0.00	N/A
Six sub-grants	Public Safety Wireless Broadband Planning Facilitation	Subrecipients	N	Y	9/1/2013	12/31/2017	\$820,709.00	N/A
Televate LLC	Public Safety Broadband Consultation, outreach, project support, and data collection services.	Vendor	N	Y	7/21/2016	12/31/2017	\$630,000.00	N/A

**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	\$416,118.00	\$0.00	\$416,118.00	\$154,399.00	\$0.00	\$154,399.00
b. Personnel Fringe Benefits	\$163,410.00	\$0.00	\$163,410.00	\$58,814.00	\$0.00	\$58,814.00
c. Travel	\$75,697.00	\$110,631.00	\$186,328.00	\$34,393.00	\$148,473.00	\$182,866.00
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$14,757.00	\$0.00	\$14,757.00	\$4,383.00	\$0.00	\$4,383.00
f. Subcontracts Total	\$1,382,619.00	\$0.00	\$1,382,619.00	\$929,808.00	\$0.00	\$929,808.00
g. Other	\$156,737.00	\$463,190.00	\$619,927.00	\$24,730.00	\$274,606.00	\$299,336.00
h. Indirect	\$85,595.00	\$0.00	\$85,595.00	\$33,240.00	\$0.00	\$33,240.00
i. Total Costs	\$2,294,933.00	\$573,821.00	\$2,868,754.00	\$1,239,767.00	\$423,079.00	\$1,662,846.00
j. % of Total	80%	20%	100%	75%	25%	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:  Brad D. Schimel, Attorney General	16c. Telephone (area code, number, and extension)	608-267-1300
	16d. Email Address:	<a href="mailto:cyganekbl@doj.state.wi.us">cyganekbl@doj.state.wi.us</a>
16b. Signature of Authorized Certifying Official:  	Date:	1/24/2017

