

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) 10/01/2013
3. Street Address 17 W. Main Street		7. Reporting Period End Date: 12/31/2013
5. City, State, Zip Code Madison, Wisconsin, 53707-7857		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		9. Report Frequency <input checked="" type="checkbox"/> Quarterly
10a. Project/Grant Period Start Date: 09/01/2013	10b. End Date: 08/31/2016	

11. List the individual projects in your approved Project Plan

	Project Type (Capacity Building, SCIP Update, Outreach, Training etc.)	Project Deliverable Quantity (Number & Indicator Description)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Funding Amount expended
1	Stakeholder Meetings (including pre-award)	126			
2	Training Sessions	0			
3	Broadband Conference	0			
4	Staff hires	.25			
5	Contract Executions	0			
6	Statutory or Regulatory Changes	0			
7	Governance Meetings	7			
8	Education and Outreach	0			
9	Sub-recipient Agreements Executed	6			
10	Phase II Activities	0			

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 meetings: Wisconsin has six Regional Interoperability Coordinators (RIC's) whom attend various conferences for the purpose of education and outreach. During this reporting period they participated in the Wisconsin State Telecommunications Association (WSTA) in which 110 individuals participated, and the APCO/NENA Kalahari Conference held in Wisconsin Dells where they spoke to 13 individuals during a break out session. The program manager and the Southwest Regional RIC attended a meeting with the UW Madison Chancellor to discuss First Net activities currently known at the federal and state level. These activities are post award.

Broadband Conference: The State of Wisconsin attended no conferences during this reporting period.

Staff hires: During this reporting period we were able to hire a part time Limited Term Employee (LTE); this position will provide program support for the day to day work and meetings.

Governance Meetings: This reporting period a number of governance meetings were held they are; Northeast Regional SCIP Council, Public Safety Wireless Broadband Workgroup (PSWBW) Nov 8 & Dec 13, Interoperability Council (IC) Oct 17, & Dec 5 , Northwest Regional SCIP Council, and the Southeast Regional SCIP Council. At each of these meetings members and guests were updated on the current status regarding First Net at the federal level and at the state level. All of these activities occurred post award.

Other Activates: Several state employees participated in the following teleconferences; New Recipient On Board, Quarterly Reporting Webinar, Potential SLIGP Workshop topics, First Net Check in with Region V SPOCs/SWICs, and the states Quarterly Program Call. In addition, staff continued to work on the SLIGP, this includes program, financial, and administrative staff.

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.

DOJ recently received the Amendment to Financial Assistance Award approving the budget modification previously submitted, upon the obtaining the signing official's signature on the Amendment document our approved Baseline/Expenditure Plan will need to be amended and submitted for approval.

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

During this quarter the State of Wisconsin has participated in discussions with NTIA staff to gain approval for the needed budget changes, released the Funding Announcement for sub-grants as identified within our approved application, reviewed applications received from the Funding Announcement, approved and award six sub grants (Dane County \$414,584, North Central WI Regional Planning Commission \$86,985, Calumet County \$172,585, Douglas County \$86,985, West Central WI Regional Planning \$86,985, and City of Milwaukee \$172,585), working on the quarter Program Report, monitoring/logging all match for quarterly reporting, and scheduling the first face-to-face all day meeting with all six Regional Interoperability Coordinators (RIC's) to take place in middle of 3rd quarter reporting period.

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

We conducted SLIGP project team meetings to discuss ways to ensure our message to our local stakeholders was clear, concise, and the event provided the participants the information they were expecting and/or looking for. After several discussions, and meetings a standardized Evaluation Form has been created for staff and RICs to use while conducting trainings, meeting, conferences, etc. This form will monitor our educational and outreach team to their abilities, content information, and will assist us in determining if we are meeting the needs of our stakeholders or if we need to address issues we had not identified as a team.

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 not fully staffed at this time, recently the LTE has been recently hired, and currently the SWIC position is vacant, we are projecting this position will be filled in the 3rd quarter as identified in our amended Baseline/Expenditure Plan.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Assistance Program Manager	.50	Provides administrative support relating to grant management, governance meetings, outreach activities, and fulfill program reporting requirements	Working on SLIGP
Program Supervisor	.15	Overall program oversight	Working on SLIGP
Grants Specialist 1	.15	Provides financial balances, completes Financial Status Report (FSR)	Working on SLIGP

Grants Specialist 2	.15	Completes travel reimbursement and pays general costs	Working on SLIGP
Financial Officer	.05	Provides financial oversight for the federal award	Working on SLIGP
LTE	.25	Provides program support for day to day work and meetings	Began working on SLIGP

13. Subcontracts (Vendors and/or Subrecipients)

Currently the State of Wisconsin does have 6 sub-grants; however, these are reflected within the "Other" category in our budget. For informational purpose's our grants are with the following entities:

Dane County \$414,584, North Central WI Regional Planning Commission \$86,985, Calumet County \$172,585, Douglas County \$86,985, West Central WI Regional Planning \$86,985, and City of Milwaukee \$172,585

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	Project and % Assigned
Unknown at this time	Develop training videos and brochures related to broadband for outreach, host 3 webinars and 4 two-day regional trainings	Vendor	N	N	TBD	TBD	\$500,000	\$0	N/A
Unknown at this time	Facilitator for Public Safety Wireless Broadband Workgroup (PSWBW)	Unknown at this time	N	N	TBD	TBD	\$4,800	\$0	N/A
Unknown at this time	Statewide website hosting	Unknown at this time	N	N	TBD	TBD	\$5,000	\$0	N/A

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

The only challenge's we are currently experiencing is:

1. Having the ability to provide our six sub-recipient Regional Interoperability Coordinators (RIC's) with enough information to push out to their regions to provide education and outreach. Currently some local jurisdictions/agencies are expecting more information that we are able to provide them at present time.
2. Some individuals and/or agencies express the thought process we as a state are not moving fast enough; with miss-leading media articles such as; all states will enter into discussions first quarter 2014, OR First Net is assessing responses to its requests for information (RFI) while simultaneously working with representatives of 56

territories in a process that could result in some states making their opt-in, opt-out decisions as early as fall 2014. These types of media articles are at times taken out of context, which turns into Wisconsin is behind as we will be making our decision by fall of 2014.

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	\$282,897	\$0	\$282,897	\$11,177	\$0	\$11,177
b. Personnel Fringe Benefits	\$101,509	\$0	\$101,509	\$6,673	\$0	\$6,673
c. Travel	\$29,146	\$69,401	\$98,547	\$8,256	\$7,471	\$15,727
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
e. Materials/Supplies	\$17,370	\$0	\$17,370	\$1,588	\$0	\$1,588
f. Subcontracts Total	\$509,800	\$0	\$509,800	\$0	\$0	\$0
g. Other	\$1,297,122	\$504,420	\$1,801,542	\$748	\$24,211	\$24,959
h. Indirect	\$57,089	\$0	\$57,089	\$1,917	\$0	\$1,917
i. Total Costs	\$2,294,933	\$573,821	\$2,868,754	\$30,359	\$31,682	\$62,041
j. % of Total	80%	20%	100%	49%	51%	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

J.B. Van Hollen Attorney General

16c. Telephone (area code, number, and extension)

608 – 267-1300

16d. Email Address

cyganeckbl@doj.state.wi.us

16b. Signature of Authorized Certifying Official

Bonnie Cyganeck

16e. Date Report Submitted (month, day, year)

1/30/2014

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 10 hours per response for the application process, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Michael Dame, Director, State and Local Implementation Grant Program, Office of Public Safety Communications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.