

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	34-10-S13034
				4. EIN:	216000928
1. Recipient Name	State of New Jersey			6. Report Date (MM/DD/YYYY)	1/20/2017
3. Street Address	300 Riverview Drive			7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2016
5. City, State, Zip Code	Trenton, NJ 08625			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)		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	183	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	2	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)	0.9	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)		
4	Contracts Executed	1	Actual number of contracts executed during the quarter		
5	Governance Meetings	0	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	4,580	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: • Stage 1 - Process Development • Stage 2 - Data Collection In Progress • Stage 3 - Collection Complete; Analyzing/Aggregating Data • Stage 4 - Data Submitted to FirstNet • Stage 5 - Continued/Iterative Data Collection • Stage 6 - Submitted Iterative Data to FirstNet		
9	Phase 2 - Users and Their Operational Areas	Stage 4			
10	Phase 2 - Capacity Planning	Stage 4			
11	Phase 2 - Current Providers/Procurement	Stage 4			
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.					
<p>Outreach - In the 4th quarter of 2016, stakeholder outreach sessions were held in the counties of Middlesex, Ocean, Monmouth, Sussex, Warren, Hunterdon, Mercer, Cape May, Gloucester, Cumberland, and Salem. Other activities that took place in the 3rd quarter that contributed to FirstNet education in the State included the Far Hills Steeplechase, and the Devil's Caliber Tabletop Exercise. At the Steeplechase event, JerseyNet provided EMS and Security coordination personnel with Sonim handheld devices to assist in their operations using voice and video capabilities for situational awareness. EMS personnel utilized the handhelds as wireless hotspots to connect their equipment for patient triage, and virtual admission capabilities. Governance - the Broadband Working Group subcommittee membership were selected during the quarter. The first meeting of the Broadband Working Group will be held in January, 2017. Conferences attended included the SPOC and IACP conferences. Finally, the state received a program assessment and recommendation report from their subcontractor detailing suggested improvements to outreach, governance, and a framework for the State Plan review.</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.					
N/A					

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

The New Jersey Office of Homeland Security and Preparedness will begin Phase 1(a) of outreach that will focus on large (population) jurisdictions, beginning in the 1st quarter. The state is also planning a county-by-county outreach to discuss the implications of the draft state plan once received.

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

N/A

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.

Project is fully staffed. We are adding .8 to FTE% of filled positions, formally the Program Manager, and Outreach Director were already approved. These positions are currently being filled by the Interoperable Communications Bureau Chief and the Public Safety Broadband Administrative Planner.

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
Interoperable Communications Bureau Chief	100%	Programmatic direction for all Public Safety broadband projects and Point of Contact for FirstNet/SLIGP	FTE% -from 60% to 100% which equal .4
Public Safety Broadband Administrative Planner	100%	Assist in planning programmatic direction for all Public Safety broadband projects and Point of Contact for FirstNet/SLIGP	FTE% -from 50% to 100% which equal .5
Program Manager	0%	Programmatic direction for all Public Safety broadband projects and Point of Contact for FirstNet/SLIGP	Resigned from NJOHSP September, 2016 FTE% has changed from 60 to 0%
Assistant Program Manager	60%	The Public Safety Broadband Technical Manager duties and responsibilities include assisting in the delivery of SLIGP outreach and education sessions	Title changed to Public Safety Broadband Technical Manager
Senior Technician	60%	The Public Safety Broadband Technician duties and responsibilities include assisting in the delivery of SLIGP outreach and education sessions	Title Changed to Public Safety Broadband Technician
Outreach Director	0%	Director of NJ OIT outreach including SLIGP	Will no longer charge time to project FTE % has changed from 50 to 0%
Fiscal Manager/Fiscal Specialists	0%	Supports SLIGP efforts and Interfaces with OIT for drawdown and other roles. State staff contribute to the project however; their time is not charged to the budget.	
GIS Specialist	0%	State staff contribute to the project however; their time is not charged to the budget.	
NJ OHSP Chief of Staff	0%	State staff contribute to the project however; their time is not charged to the budget.	
Outreach Coordinator	0%	State staff contribute to the project however; their time is not charged to the budget.	
SWIC	0%	State staff contribute to the project however; their time is not charged to the budget.	


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
Jennifer Nugent	Project Management	Vendor	Y	Y	1/1/2016	1/31/2018	\$622,800.00	\$0.00
Ken Boley Computer Aid	Governance Support	Vendor	Y	Y	8/31/2015	9/30/2016	\$35,880.78	\$0.00
Afeite Dadjia	Broadband SME	Vendor	Y	Y	1/1/2016	9/30/2016	\$225,800.64	\$0.00
Scott Kloss	Outreach Specialist	Vendor	Y	Y	1/1/2016	10/15/2016	\$276,020.00	\$0.00
LaSheita Thomas	Grant Management	Vendor	Y	Y	4/25/2016	1/31/2018	\$258,201.00	\$0.00
LaSheita Thomas	Administrative Support	Vendor	Y	Y	4/25/2016	1/31/2018	\$258,201.00	\$0.00
TBD	Data Gathering Services	Vendor	Y	N	6/1/2016	9/30/2016	\$0.00	\$0.00
Mission Critical Partners, Inc.	Requirement Assessment	Vendor	Y	Y	9/27/2016	1/31/2018	\$996,629.58	\$0.00

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

Mission Critical Partners, Inc. was onboarded in this quarter to assist with state plans and assessing our SLIGP educational outreach sessions. The remaining funds from the three (3) contractors, Ken Boley Computer Aid (\$91,231.22), Afeite Dadjia (\$253,506.36) and Scott Kloss (\$492,100) have been allocated to Mission Critical Partners, Inc.

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	\$1,920.00	\$447,986.00	\$449,906.00	\$1,920.00	\$358,375.98	\$360,295.98
b. Personnel Fringe Benefits	\$0.00	\$202,714.00	\$202,714.00	\$0.00	\$170,495.43	\$170,495.43
c. Travel	\$13,000.00	\$0.00	\$13,000.00	\$13,417.35	\$0.00	\$13,417.35
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$7,708.00	\$0.00	\$7,708.00	\$6,567.24	\$0.00	\$6,567.24
f. Subcontracts Total	\$2,673,533.00	\$0.00	\$2,673,533.00	\$996,292.12	\$0.00	\$996,292.12
g. Other	\$15,767.00	\$31,025.00	\$46,792.00	\$18,239.25	\$0.00	\$18,239.25
h. Indirect			\$0.00			\$0.00
i. Total Costs	\$2,711,928.00	\$681,725.00	\$3,393,653.00	\$1,036,435.96	\$528,871.41	\$1,565,307.37
j. % of Total	80%	20%	100%	66%	34%	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)		
Steven C. Talpas, Chief, NJOHSP Interoperable Communications Bureau				609.584.4811		
16b. Signature of Authorized Certifying Official:				16d. Email Address:		
				stalpas@njohsp.gov		
				Date:		
				2/14/2017 Rev.		