U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	56-10-S13056
				4. EIN:	83-0208667
1. Recipient Name	State of Wyoming			6. Report Date (MM/DD/YYYY)	7/30/2015
3. Street Address	2001 Capitol Ave			7. Reporting Period End Date: (MM/DD/YYYY)	6/30/2015
5. City, State, Zip Code	Cheyenne, WY 82002			8. Final Report Yes ☐ No ☒	9. Report Frequency Quarterly ☒

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)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Amount expended
1	Stakeholder Meetings	0			
2	Broadband Conferences	0			
3	Staff Hires	0			
4	Contract Executions	0			
5	Governance Meetings	1			
6	Education and Outreach	25			
7	Subrecipient Agreement Executed	0			
8	Phase 2 - Coverage	Stage 1			
9	Phase 2 – Users and Their Operational Areas	Stage 2			
10	Phase 2 – Capacity Planning				
11	Phase 2 – Current Providers/Procurement				
12	Phase 2 – State Plan Decision				

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.

Milestone activities: Existing state employees continue to work on SLIGP, the broadband enterprise architect, SWIC and budget administrator. We added additional .06 of existing state employee leadership, and based 4 positions on an average salary, based on number of hours contributed. Including State CIO, Deputy State CIO, IT Administrator and IS Administrator. All of their hours are now documented as match as well as their benefits.

We participate in the State of Wyoming's – PSCC (Public Safety Communications Commission) meetings and give FirstNet updates. Mar 11th meeting was held in Jackson, WY. Attendance at the meeting was 25 individuals, representing the commission and emergency responders.

We have created a FirstNet for Wyoming, Google + community, as a single point of information reference for our statewide emergency responders. This is intended for outreach and education, starting with our public safety work group of 25 individuals, but open to any emergency responder.

Participate in the Western States collaboration and meetings because of similar rural issues, and meet with them biweekly. We are relying on State of Wyoming public safety work group and our existing user information from our land mobile radio (LMR) system to determine potential National Public Safety Broadband Network (NPSBN) users. The SWIC is compiling information on current LMR users.
We are working on GIS maps based on phased approach in the planning for entire LTE state coverage.

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.

We anticipated contractual staff to be hired, but still TBD. The State of Wyoming will work with dedicated staff resources before hiring contractual staff.

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

The State of Wyoming now has CASM and working with OEC on how to best utilize this tool. Along with the CASM tool, the state is continuing Google mapping training. The Google mapping engine looks to be a great tool for the Public Safety Broadband Work Group. Outreach is also being accomplished, without having to spend funds from the SLIGP grant. It is being mentioned and discussed in statewide public safety association meetings.

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

The SPOC and SWIC have a very strong working relationship and both bring important networking/communication skills to the project. While Wyoming's small population and large geographic areas will cause challenges in future coverage areas, it is currently an asset for outreach to stakeholders statewide. These two positions continue to leverage relationships, are both champions for this cause and are using this ability to reach out quickly to state/city/county contacts.
We continue outreach to the State of Wyoming's public safety working group members, to encourage attendance and participation.
We continue to provide information about SLIGP at these meetings and want members to be engaged with the grant program.
We have had meetings with our state financial team so SLIGP team members are updated with the SLIGP budget.

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, but we anticipate hiring staff when state resources are exhausted, we may have to adjust our projected Baseline/Expenditure Plan at that point. Additional ETS Leadership hours match was added per recommendation during SLIGP program officers and director Mike Dame state site visit to WY on May 21, 2015.

12b. Staffing Table

Job Title	FTE%	Project (s) Assigned	Change
Broadband Enterprise Architect	0.25	Provide oversight of all SLIGP project activities	Working on SLIGP
SWIC	0.5	Provide administrative support for grant management, governance meetings, and outreach activities	Working on SLIGP
Budget Administrator	0.01	Provide support for budget management, procurement, and processing invoices	Working on SLIGP
ETS Leadership (average of 4 positions)	0.06	Provide guidance and leadership decisions of Wyoming's position	New addition on SLIGP match

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
TBD	Program Manager – Technical writer	Vendor	N	N	TBD	TBD	$489,600.00	$0.00
TBD	Data Collection Manager	Vendor	N	N	TBD	TBD	$384,000.00	$0.00
TBD	Research - Planning	Vendor	N	N	TBD	TBD	$230,400.00	$0.00

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

None at this time. We will start working on RFP development at a time TBD.

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	$0.00	$147,300.00	$147,300.00	$0.00	$42,645.00	$42,645.00
b. Personnel Fringe Benefits	$0.00	$44,190.00	$44,190.00	$0.00	$12,796.00	$12,796.00
c. Travel	$242,400.00	$0.00	$242,400.00	$14,926.00	$0.00	$14,926.00
d. Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
e. Materials/Supplies	$4,193.00	$0.00	$4,193.00	$879.00	$0.00	$879.00
f. Subcontracts Total	$1,104,000.00	$0.00	$1,104,000.00	$0.00	$0.00	$0.00
g. Other	$0.00	$146,158.00	$146,158.00	$0.00	$17,650.00	$17,650.00
h. Indirect	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
i. Total Costs	$1,350,593.00	$337,648.00	$1,688,241.00	$15,805.00	$73,091.00	$88,896.00
j. % of Total	80%	20%	100%	18%	82%	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)	307-777-5648
Troy Babbitt – Broadband Enterprise Architect State of Wyoming		
16b. Signature of Authorized Certifying Official: Troy Babbitt	16d. Email Address:	Troy.babbitt@wyo.gov
	Date: Aug 24, 2015	July 30, 2015 revision Aug 24, 2015