

U.S. Department of Commerce State and Local Implementation Grant Program Close Out Report				2. Award or Grant Number:	05-10-S13005
				4. EIN:	71-6043948
1. Recipient Name	Arkansas Department of Emergency Management			5. Report Date (MM/DD/YYYY):	7/31/2018
3. Street Address	Building 9501 Camp Joseph T. Robinson			7. Reporting Period End Date: (MM/DD/YYYY)	5/29/2018
5. City, State, Zip Code	North Little Rock, Arkansas 72199				
<b>10a. Project/Grant Period</b>					
Start Date: (MM/DD/YYYY)	8/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018		
<b>Part A: Metrics - Final PPR Milestone Data (cumulative through the last quarter)</b>					
	Project Type (Capacity Building, SCIP Update, etc.)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	3945	Actual number of individuals reached via stakeholder meetings during the period of performance.		
2	Individuals Sent to Broadband Conferences	439	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the period of performance.		
3	Staff Hired (Full-Time Equivalent)(FTE)	2.25	Actual number of state personnel FTEs who began supporting SLIGP activities during the period of performance (may be a decimal)		
4	Contracts Executed	1	Actual number of contracts executed during the period of performance.		
5	Governance Meetings	65	Actual number of governance, subcommittee, or working group meetings held during the period of performance.		
6	Education and Outreach Materials Distributed	29269	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 period of performance.		
7	Subrecipient Agreements Executed		Actual number of agreements executed during the period of performance.		
8	Phase 2 - Coverage	Complete Dataset Submitted to FirstNet	Please choose the option that best describes the data you provided to FirstNet in each category during the period of performance: • Not Complete • Partial Dataset Submitted to FirstNet • Complete Dataset Submitted to FirstNet		
9	Phase 2 - Users and Their Operational Areas	Complete Dataset Submitted to FirstNet			
10	Phase 2 - Capacity Planning	Complete Dataset Submitted to FirstNet			
11	Phase 2 - Current Providers/Procurement	Complete Dataset Submitted to FirstNet			
12	Phase 2 - State Plan Decision	Complete Dataset Submitted to FirstNet			
<b>Part B: Narrative</b>					
<b>Milestone Data Narrative: Please describe in detail the types of milestone activities your SLIGP grant funded (Please reference each project type you engaged in. Example: Governance Meetings, Stakeholders Engaged)</b>					
<p>The Statewide Interoperability Governing Body is the Arkansas Interoperable Communications Committee. The committee met 65 times during the grant period and formed the Arkansas Public Broadband Network (APSBN) in 2012. The APSBN completed the Public Safety Broadband Strategic Plan that laid the groundwork for Arkansas to respond to FirstNet's requirements. During the grant period nearly 4000 stateholders were engaged across the state at townhall meetings, conferences, and various other public meeting forums. The state completed surveys and interviews of public safety responders from every county and established a sampling of large and small cities and towns to determine public safety broadband needs and potential public safety users of the broadband network.</p>					
<b>Please describe in detail any SLIGP program priority areas (education and outreach, governance, etc.) that you plan to continue beyond the SLIGP period of performance.</b>					
<p>The Arkansas Interoperable Communications Committee and Arkansas Interoperable Communications Executive Committee will continue beyond the SLIGP period of performance. Arkansas will also continue with the Statewide Interoperability Plan (SCIP) and the development of a statewide NG911 plan that we feel is closely related to the public broadband network.</p>					

**Data collection narrative: Please describe in detail the status of your SLIGP funded data collection activities:**

Coverage, users and their operational areas, capacity planning and current provider data ended at stage four and was submitted to FirstNet. The state plan decision ended at stage 5 (submitted iterative data to FirstNet). The collected data was used to validate the state plan and update the plan - submitted to FirstNet.

**Please describe in detail any data collection activities you plan to continue beyond the SLIGP period of performance.**

We plan to continue to build our database of public safety answering point data, dispatch centers, communication tower location and capabilities, and potential users of interoperable communications centers to develop new strategies and tactics to help Arkansas meet current communications needs and plan for the integration of emerging technologies.

**Lessons Learned: Please share any lessons learned or best practices that your organization implemented during your SLIGP project.**

Timely and Applicable Outreach - When the project first started we knew very little about how public safety broadband would operate but soon realized we had an enormous amount of information to share with our users. By dispersing the information in bite-sized portions during working groups, urban, rural, technical, and governance meetings, we kept their interest and increased their understanding which greatly improved our ability to reach out to potential system users.

**Part C: Staffing**

Staffing Table - Please provide a summary of all positions funded by SLIGP.

Job Title	FTE%	Project(s) Assigned	Change
SLIGP Program Manager	80%	Provides coordination for grant reporting and financial payouts from the SAA, monitors overall progress	
IT Administrator	10%	Serves on the state broadband working group and provides technical assistance.	
Accounting Branch Manager	2%	Conducts task and provide tracking for disbursement of the entire grant funds	
Financial Analyst	3%	Provides oversight for the disbursements and tracking of funds	
SWIC	50%	Oversees all interoperability coordination and ensures SCIP initiatives are tracked and completed.	
AWIN Program Manager	50%	Oversight of all public safety communications projects and provides oversight for this project	

**Part D: Contracts and Funding**

Subcontracts Table - Include all subcontractors engaged during the period of performance. The totals from this table must equal the "Subcontracts Total" in your Budget Worksheet

Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFPQ Issued (Y/N)	Total Federal Funds Allocated	Total Matching Funds Allocated
Bufford, Goff, & Associates	Development of Project Management Plan	Vendor	Y	\$810,432.00	\$0.00

**Budget Worksheet**

Columns 2, 3 and 4 must match your project budget for the entire award and your final SF 424A. Columns 5, 6, and 7 should list your final budget figures, cumulative through the last quarter

Project Budget Element (1)	Federal Funds Awarded (2)	Approved Matching Funds (3)	Total Budget (4)	Final Federal Funds Expended (5)	Final Approved Matching Funds Expended (6)	Final Total funds Expended (7)
a. Personnel Salaries	\$159,681.00	\$395,089.00	\$554,770.00	\$116,518.70	\$272,793.11	\$389,311.81
b. Personnel-Fringe Benefits	\$56,584.00	\$114,594.00	\$171,178.00	\$37,609.09	\$66,759.13	\$104,368.22
c. Travel	\$161,605.00	\$0.00	\$161,605.00	\$128,482.26		\$128,482.26
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
e. Materials/Supplies	\$49,119.00	\$0.00	\$49,119.00	\$32,622.69		\$32,622.69
f. Subcontracts Total	\$1,000,115.00	\$0.00	\$1,000,115.00	\$927,126.51		\$927,126.51
g. Other	\$168,607.00	\$34,020.00	\$202,627.00	\$115,849.70		\$115,849.70
Indirect			\$0.00	\$0.00		\$0.00
h. Total Costs	\$1,595,711.00	\$543,703.00	\$2,139,414.00	\$1,358,208.95	\$339,552.24	\$1,697,761.19
i. % of Total	75%	25%	100%	80%	20%	100%

Part E: Additional Questions: Please select the option (Strongly Disagree, Disagree, Neutral, Agree, Somewhat Agree, Strongly Agree) that best suits your answer.			
Overall, were SLIGP funds helpful in preparing for FirstNet?	Strongly Agree	What was most helpful? What challenges did you encounter?	Arkansas benefitted from the increased understanding about our communications systems while undergoing preparations to deploy FirstNet in this state.
Were SLIGP funds helpful in planning for your FirstNet consultation?	Strongly Agree	What was most helpful? What challenges did you encounter?	We brought together leading communications experts from across the state to work together to develop plans to ensure Arkansas's communication system remains current.
Were SLIGP funds helpful in informing your stakeholders about FirstNet?	Strongly Agree	What was most helpful? What challenges did you encounter?	We conducted many townhall meetings, conferences, and working groups around the state as well as developed several social media sites.
Were SLIGP funds helpful in developing a governance structure for broadband in your state?	Strongly Agree	What was most helpful? What challenges did you encounter?	Previous to working on FirstNet our governance structure was ad-hoc and related to limited specific needs. Now our governance structure is much more organized, well represented, and focused on improving interoperable communications, FirstNet, and NG911 and ensuring it remains viable into the future.
Were SLIGP funds helpful in preparing your staff for FirstNet activities in your state (e.g. attending broadband conferences, participating in training, purchasing software, procuring contract support etc.)?	Strongly Agree	What was most helpful? What challenges did you encounter?	The national conferences were a wonderful opportunity to gain and share knowledge on a broad range of topics. Thank you SLIGP for that opportunity!
Were SLIGP funds helpful in updating your Statewide Communications Interoperability Plan?	Strongly Agree	What was most helpful? What challenges did you encounter?	We now have an excellent SCIP with buy-in from many levels that will be a great tool to advance our state programs.
Were SLIGP funds helpful in preparing for your review of the FirstNet developed State Plan?	Strongly Agree	What was most helpful? What challenges did you encounter?	The national conferences, working groups, FirstNet meetings, all allowed us to gain the knowledge to be able to fully understand the technical aspects of the FirstNet State Plan and to make an informed decision when we chose to opt in.
Were SLIGP funds helpful in conducting FirstNet determined data collection?	Strongly Agree	What was most helpful? What challenges did you encounter?	Gathering data for FirstNet was also very beneficial to our state plan working groups. It gave us a much better understanding of where we were and where we needed to be.
Part F: 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.			
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Justin Vint, Director Communications and Support Division		Email Address:	PSBB@adem.arkansas.gov
Signature of Authorized Certifying Official:		Date:	7/31/2018