State and Local Implementation Grant Program Close Out Report				2. Award or Grant Number:	04-10-S13004
				4. EIN:	866004791
1. Recipient Name	Arizona Department of Administration			6. Report Date (MM/DD/YYYY):	5/25/2018
3. Street Address	100 North 15th Avenue, Suite 305			7. Reporting Period End Date: (MM/DD/YYYY)	5/29/2018
5. City, State, Zip Code	Phoenix, Arizona 85007				
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	8/1/2013	2/28/2018			

Part A: Metrics - Final PPR Milestone Data (cumulative through the last quarter)

	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category
1	Stakeholders Engaged	4,488	*Actual number of individuals reached via stakeholder meetings during the period of performance*
2	Individuals Sent to Broadband Conferences	82	*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)	4.05	*Actual number of state personnel FTEs who began supporting SLIGP activities during the period of performance (may be a decimal)*
4	Contracts Executed	9	*Actual number of contracts executed during the period of performance*
5	Governance Meetings	91	*Actual number of governance, subcommittee, or working group meetings held during the period of performance*
6	Education and Outreach Materials Distributed	11,039	*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	0	*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	Not Complete	
12	Phase 2 – State Plan Decision	Not Complete	

Part B: Narrative

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)

Governance Meetings - Arizona held 91 governance meetings during the SLIGP 1.0 period of performance. The AZPSBN Working group was very active, meeting monthly to discuss the progress of data collection efforts, state plan review and outreach.

Stakeholder Engagements - Arizona reached over 4,000 individuals through the Education and Outreach efforts. Every discipline, Law Enforcement, Fire, Emergency Services and Emergency Management were addressed. In addition to one on one leadership meetings with key stakeholders, several large forums were also held addressing a large number of first responders and interested stakeholders. Arizona set a priority on education and outreach to the tribes, conducting numerous tribal engagements across the state. Over 11,000 education and outreach materials were distributed throughout the state as well as timely and relevant information on the azfirstnet.az.gov website.

Staffing and Consultants - At the start of the project, Arizona used SLIGP 1.0 funds to support the FirstNet team as hired employees. Later, the staffing model was changed to support a percentage of a grant administrator salary and the contractual services for project management and technical/subject matter expertise. The staffing change allowed the state to focus efforts on targeted activities utilizing a broad range of experts to assist the state with data collection, state plan review, and education and outreach.

Hualapai Exercise - A mock disaster drill was conducted on Wednesday Sept. 14, 2016 at the West Rim of the Grand Canyon. Multiple emergency preparedness agencies from the State of Arizona, the federal government and tribal and municipal first responders participated in the drill, along with private sector vendors. The overarching exercise objective was to test the nationwide public safety broadband network and the applications which could run across it in response to the incident. The mock drill was conducted because there is concern, especially among many Tribal nations, that some rural areas may not be receiving adequate coverage from FirstNet. Participants were fully debriefed afterward on their experience with the technology. A great deal of valuable feedback was received and compiled in an after action report.

State Plan Review - Arizona's review team membership was developed to ensure that proper representation across all public safety, as well as state, county, local, tribal, rural and urban interests were represented. The team was also broken down into several subcommittees – Operations; Technical and Security; Policy; Legal; Procurement and Budget. The State Plan Review team is comprised of over 50 members with expertise in various disciplines and will provide a comprehensive review of the state plan and recommendation to the Governor.

County Reports - Based on the data provided in the state plan, Arizona developed individual county reports for each of the 15 Arizona counties. The county reports contained specific demographics about the county as well as publicly available maps showing coverage in the county.

PSAP Readiness Assessment - Arizona administered an extensive survey to all Arizona PSAPs to assess the awareness of FirstNet and the readiness of PSAPs to integrate with FirstNet. The project deliverable was a comprehensive report on PSAP readiness; however, the added benefit was the one on one outreach to PSAPs during the project.

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.

Arizona plans to continue the FirstNet governance and reestablish the State Interoperability Executive Committee (SIEC). The SIEC will bring together all emergency communications (Broadband, LMR, 911 and Alerts & Warnings) under one governance umbrella.Arizona also intends to continue its joint education and outreach efforts with approval of the FirstNet Authority.

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

Data Collection Narrative - An online survey was developed and disseminated to public safety agencies across the State. The survey was developed based upon the data elements collected by the MDST survey developed by the OEC. The survey was disseminated in two parts: Tribal and non-Tribal. Both parts were identical in content, but allowed for the separate collection of Tribal requirements. In addition to surveys, a request was sent to PSAPs across the State requesting CFS location data for a recent 12-month period. The State also collected critical infrastructure key resources (CIKR) from across the State, as well as local coverage requirements. The CFS and CIKR data was placed on a geographic information systems (GIS) map and compared against anticipated FirstNet baseline coverage.

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

Arizona will conduct data collection activities as requested and approved by the FirstNet Authority.

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

Part C: Staffing

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

Name	FTE%	Project(s) Assigned	Change
Executive Manager	25%	Management Oversight	No Change
Statewide Interoperability Coordinator (SWIC)	40%	Management Oversight and Integration with current interoperability initiatives	No Change
Senior Program Advisor			
Senior Project Manager			
Finance & Planning	15%	Finance Oversight	No Change
SPOC	40%	Single Point of Contact	No Change
Statewide Grant Administrator	25%	Grant Oversight	No Change

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					
Knowledge Services	Staff Augmentation	State Vendor	N	$523,004.00	$0.00
Mission Critical Partners (MCP)	SME	State Vendor	N	$1,262,787.00	$0.00
IWC Highground/ Zuggand	Marketing Materials	State Vendor	N	$30,000.00	$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	$214,399	$228,956.00	$443,355	$215,428	$228,956	$444,384
b. Personnel Fringe Benefits	$73,240	$86,161.00	$159,401	$73,502	$86,161	$159,663
c. Travel	$79,315	$0.00	$79,315	$77,067		$77,067
d. Equipment			$0			$0
e. Materials/Supplies	$131,267		$131,267	$126,259		$126,259
f. Subcontracts Total	$2,412,926		$2,412,926	$2,418,891		$2,418,891
g. Other		$432,426.67	$432,427		$432,427	$432,427
Indirect			$0			$0
h. Total Costs	$2,911,147	$747,544	$3,658,691	$2,911,147	$747,544	$3,658,691
i. % of Total	80%	20%	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?**	***Narrative. SLIGP funds were very helpful in preparing for FirstNet. The funding allowed for dedicated staff and consulting services to bring in subject matter experts and technical assistance that provided the state with additional resources to manage the project.***
Were SLIGP funds helpful in planning for your FirstNet consultation?	**Strongly Agree**	**What was most helpful? What challenges did you encounter?**	***Narrative. SLIGP funds were very helpful in planning for the state's FirstNet consultation. The funding allowed for dedicated staff and consulting services to bring in subject matter experts and technical assistance that provided the state with additional resources to manage the project.***
Were SLIGP funds helpful in informing your stakeholders about FirstNet?	**Strongly Agree**	**What was most helpful? What challenges did you encounter?**	***Narrative. SLIGP funds were very helpful in informing stakeholders about FirstNet. The funding allowed the state to conduct multidisciplinary forums as well as one on one meetings with stakeholders. The funding also allowed for several tribal specific engagements across the state.***
Were SLIGP funds helpful in developing a governance structure for broadband in your state?	**Agree**	**What was most helpful? What challenges did you encounter?**	***Narrative. SLIGP funds were helpful in developing a governance structure by allowing dedicated staff and consulting services to bring in subject matter experts and technical assistance as the state addressed its governance needs. However, the state did have some challenges in formalizing the governance body; therefore; continued efforts using an Ad Hoc group.***
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**		
Were SLIGP funds helpful in updating your Statewide Communications Interoperability Plan?	**Agree**		
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?**	***Narrative. SLIGP funds were very helpful preparing for the State Plan Review by allowing dedicated staff and consulting services to bring in subject matter experts and technical assistance to assist in the review process. However, the state did have some challenges in conducting an in-depth review of the state plan because of the lack of detail provided in the plan.***
Were SLIGP funds helpful in conducting FirstNet determined data collection?	**Strongly Agree**		

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.

Typed or printed name and title of Authorized Certifying Official:	**Telephone (area code, number, and extension)**	602-542-7567	
Name of Authorized Certifying Official, Title of Authorized Certifying Official			
Matthew Hanson, Assistant Director, Az Department of Administration	**Email Address:**	matthew.hanson@azdoa.gov	
Signature of Authorized Certifying Official:			
Sign here	**Date:** 6/6/18	6/6/2018	