

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	45-10-S13004
				4. EIN:	866004791
1. Recipient Name	Arizona Department of Administration			6. Report Date (MM/DD/YYYY)	10/27/2016
3. Street Address	100 N 15th Avenue, Suite 305			7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
5. City, State, Zip Code	Phoenix, AZ 85007			8. Final Report	9. Report Frequency
				Yes <input type="checkbox"/>	Quarterly <input checked="" type="checkbox"/>
				No <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	139	<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>		
2	Individuals Sent to Broadband Conferences	1	<i>Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter</i>		
3	Staff Hired (Full-Time Equivalent)(FTE)	0	<i>Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)</i>		
4	Contracts Executed	0	<i>Actual number of contracts executed during the quarter</i>		
5	Governance Meetings	2	<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>		
6	Education and Outreach Materials Distributed	2	<i>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</i>		
7	Subrecipient Agreements Executed	0	<i>Actual number of agreements executed during the quarter</i>		
8	Phase 2 - Coverage	5	<i>For each Phase 2 milestone category, please provide the status of the activity during the quarter:</i> <ul style="list-style-type: none"> • 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	5			
10	Phase 2 – Capacity Planning	5			
11	Phase 2 – Current Providers/Procurement	0			
12	Phase 2 – State Plan Decision	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.					
1. Continued to engage the AZPSBN working group through monthly governance conference calls 2. Continued Tribal O&E - Navajo Nation, Hualapai Tribe, Hopi Tribe, Fort McDowell Yavapai Nation, Salt River Pima-Maricopa Indian Community 3. Executed the SLIGP training/Band 14 Exercise with the Hualapai Tribe at Grand Canyon West 4. Presented at Annual Law Enforcement Pow Wow in Flagstaff Arizona 5. Engaged regional wireless cooperatives and established on going cooperation 6. Developing tribal specific education and outreach plan to include group presentations as well as one on one meetings with tribal representatives 7. Completed additional data collection document and submitted to FirstNet by deadline of 9/30/16					
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.					

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

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.
 A mock disaster drill was conducted on Wednesday Sept. 14, 2016 at the West Rim of the Grand Canyon. The drill, hosted by Grand Canyon West and the Hualapai Tribe, simulated a tour helicopter failing to gain altitude and hitting a bus filled with visitors. The accident resulted in numerous injuries, fatalities and a massive debris field.
 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 (see complete list below). 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. The exercise proceeded as scheduled and was executed successfully. Participants were fully debriefed afterward on their experience with the technology. A great deal of valuable feedback was received and is in the process of being compiled into an after action report.

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.

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
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	100%	Management oversight and select sub-projects	No Change
Sr. Project Manager	90%	Finance, performance tracking and deliverable reporting, and grants management	No Change
Finance & Planning	15%	Finance oversight	No Change
SPOC	40%	Single point of contact	No Change
Statewide Grant Administrator	50%	Management oversight	No Change

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
Knowledge Services	Staff Aug	State Vendor	N	Y	January-16	January-18	\$500,000.00	\$0.00
Mission Critical Partners (MCP)	SME	State Vendor	N	Y	October-15	January-18	\$800,065.00	\$0.00
IWC Highground	Marketing Materials	State Vendor	N	Y	March-15	June-15	\$30,000.00	\$0.00

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

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	\$410,019.60	\$238,800.59	\$648,820.19	176,850.84	205,121.52	\$381,972.36
b. Personnel Fringe Benefits	\$89,731.20	\$153,175.68	\$242,906.88	46,963.29	77,103.67	\$124,066.96
c. Travel	\$222,852.41		\$222,852.41	68,762.30		\$68,762.30
d. Equipment			\$0.00	-		\$0.00
e. Materials/Supplies	\$149,061.27		\$149,061.27	94,749.29		\$94,749.29
f. Subcontracts Total	\$2,039,417.50	\$100,000.00	\$2,139,417.50	1,136,016.19		\$1,136,016.19
g. Other		\$409,665.75	\$409,665.75		361,806.67	\$361,806.67
h. Indirect			\$0.00			\$0.00
i. Total Costs	\$2,911,081.98	\$901,642.02	\$3,812,724.00	1,523,341.91	\$644,031.86	\$2,167,373.77
j. % of Total	76%	24%	100%	70%	30%	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)	6025427567	
Matt Hanson for Craig Brown, Director Arizona Department of Administration				16d. Email Address:	matthew.hanson@azdoa.gov	
16b. Signature of Authorized Certifying Official:				Date: 11/7/16	11/7/2016	
						