U.S. Department of Commerce State and Local Implementation Grant Program Close Out Report			2. Award or Grant Number:	12-10-513012
			4. EIN:	800749868
1. Recipient Name	Florida Division of Emergency Management		6. Report Date (MM/DD/YYYY):	5/29/2018
3. Street Address	2555 Shumard Oak Boulevard		7. Reporting Period End Date: (MM/DD/YYYY)	2/28/2018
5. City, State, Zip Code	Tallahassee, FL 32399			

10a. Project/Grant Period				
Start Date: (MM/DD/YYYY)	9/1/2013	10b. End Date: (MM/DD/YYYY)	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	2793	*Actual number of individuals reached via stakeholder meetings during the period of performance*
2	Individuals Sent to Broadband Conferences	252	*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)	6.59	*Actual number of state personnel FTEs who began supporting SLIGP activities during the period of performance (may be a decimal)*
4	Contracts Executed	4	*Actual number of contracts executed during the period of performance*
5	Governance Meetings	23	*Actual number of governance, subcommittee, or working group meetings held during the period of performance*
6	Education and Outreach Materials Distributed	53134	*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	1	*Actual number of agreements executed during the period of performance*
8	Phase 2 - Coverage	Complete Dataset Submitted to FirstNet	
9	Phase 2 – Users and Their Operational Areas	Complete Dataset Submitted to FirstNet	• *Stage 1 - Process Development*
10	Phase 2 – Capacity Planning	Complete Dataset Submitted to FirstNet	• *Stage 2 - Data Collection in Progress* • *Stage 3 - Collection Complete; Analyzing/Aggregating Data* • *Stage 4 - Data Submitted to FirstNet*
11	Phase 2 – Current Providers/Procurement	Complete Dataset Submitted to FirstNet	• *Stage 5 - Continued/Iterative Data Collection* • *Stage 6 - Submitted Iterative Data to FirstNet*
12	Phase 2 – State Plan Decision	Complete Dataset Submitted to FirstNet	

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)

During the performance period from August of 2013 through February of 2018, the SLIGP grant funded: engagement of 2793 stakeholders, trips for 252 individuals to attend broadband conferences, distribution of 53,134 educational and outreach materials including paper and electronic materials as well as website hits and social media interactions, 23 governance meetings, execution of 4 vendor contracts (Televate, LeGrande Technical, ISF, and MemberClicks), 1 subrecipient agreement (with DMS), and funded an equivalent of 6.59 full-time positions within three state agencies. All activities for metrics 8 through 12 are at Stage 6- Complete datasets and submitted to FirstNet.

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.

N/A- All activities are complete

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

All SLIGP funded data collection activities have been completed and submitted to FirstNet.

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

N/A- All data collection activities from SLIGP are complete

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
DMS Facilitator	10%	Review documentation for guidance and recommendations	
DMS Grant/Project Manager Supervisor	15%	Review project planning and provide guidance.	
DMS Grant/Project Manager Program	50%	Project planning, review deliverables, project management, and daily grant activities	
DMS Grant/Project Manager Program alternate	50%	Project planning, review deliverables, project management, and daily grant activities	
DMS Grant/ Project Manager researcher	1%	Assists in SLIGP activities and research	
DMS Grant/ Project Manager researcher	1%	Assists in SLIGP activities and research	
DMS Chief Technology Officer	12%	Provides expertise in the technology and law enforcement areas	
DMS Policy/Technical Advisor Legislative Affairs	5%	Provides review and quality control checks on web content, education and outreach materials, and documentation.	
DMS Policy/Technical Advisor DivTel	1%	Provides review and quality control checks on web content, education and outreach materials, and documentation.	
DMS SLERS Communications Expert	1%	Provides expertise in radio communications and law enforcement areas	
DMS Utilities Systems. Engineering Specialist	50%	Assists in SLIGP activities and research	
DMS Grants Assistant	100%	Assists grant manager and the FloridaNet team on day-to-day management of SLIGP activities	
DMS Assistant Facilitator	50%	Administer the FloridaNet.gov website and assist with daily grant activities	
DMS Finance and Accounting Supervisor	1%	Review, approve and present budget change requests for the DMS	
DMS DivTel Finance and Accounting Supervisor	5%	Collect financial records and prepare budget requests	
DMS DivTel Finance and Accounting Program Analyst	5%	Assists in SLIGP financial planning activities and research	
DMS Policy and Budgeting Supervisor	1%	Review, approve and present budget change requests for the DMS	
DMS Departmental Purchasing Director	1%	Review and approval purchasing related SLIGP requests and contracts	
DMS Departmental Purchasing Deputy Director	2%	Prepare and review purchasing related SLIGP requests and contracts	
DMS Departmental Purchasing Agent	2%	Preview, document audit and route contracts and requests related to SLIGP	
DEM Grant Manager	0%	Grant Management and Oversight	
DHSMV FloridaNet Data Administrator/Policy	0%	Education, Outreach, Policy, and Governance	
DHSMV FloridaNet Data Administrator/Design	0%	FloridaNet website administration and assist grant manager	
DHSMV FloridaNet Data Administrator/Planning	0%	Project planning, scheduling, web content, education and outreach, documentation	

DHSMV Chief Technology Officer	0%	Provide Expertise in technology and law enforcement		
DHSMV SLERS Communications Expert	0%	Provide Expertise in radio communications		
DHSMV Utilities Systems Engineer	0%	Assist in SLIGP activities and research		
DHSMV Grant Assistant	0%	Assist Grant manager and FloridaNet team on day to day activities		

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/RFQ Issued (Y/N)	Total Federal Funds Allocated	Total Matching Funds Allocated
DHSMV	Carry out daily grant activities	Subrecipient	N	$4,769,658.00	$1,229,010.00
DMS	Carry out daily grant activities	Subrecipient	N	$4,007,753.00	$732,217.00
MemberClicks	Host FloridaNet website	Vendor	Y	$5,795.00	$0.00
ISF, Inc	Assist with Florida's response for data collection	Vendor	Y	$1,858,905.00	$0.00
Televate	Assist with Florida's response to the FirstNet RFI	Vendor	Y	$27,500.00	$0.00
LeGrande Technical Inc.	Assist with Florida's response to the FirstNet RFC	Vendor	Y	$34,899.00	$0.00

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	$62,199.00		$62,199.00	$58,612.55		$58,612.55
b. Personnel Fringe Benefits	$28,611.00		$28,611.00	$32,895.42		$32,895.42
c. Travel	$3,001.00		$3,001.00	$1,438.14		$1,438.14
d. Equipment	$0.00		$0.00	$0.00		$0.00
e. Materials/Supplies	$2,403.00		$2,403.00	$640.13		$640.13
f. Subcontracts Total	$4,768,657.00	$1,229,010.00	$5,997,667.00	$2,756,300.96	$949,102.12	$3,705,403.08
g. Other	$22,360.00		$22,360.00	$12,879.86		$12,879.86
h. Indirect	$28,809.00		$28,809.00	$23,388.28		$23,388.28
i. Total Costs	$4,916,040.00	$1,229,010.00	$6,145,050.00	$2,886,155.34	$949,102.12	$3,835,257.46
j. % of Total	80%	20%	100%	75%	25%	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?	Agree	What was most helpful? What challenges did you encounter?	The SLIGP funds were crucial to the success of Florida's FirstNet preparation. The funds enabled us to conduct education and outreach and to establish the governance board in order to prepare for implementation of FirstNet and integration with existing public safety communications systems.
Were SLIGP funds helpful in planning for your FirstNet consultation?	Agree	What was most helpful? What challenges did you encounter?	The SLIGP funds were vital to this aspect of our preparation. The funds allowed for travel to meetings and workshops with stakeholders and the board in order to collect data to provide to FirstNet during consultation.
Were SLIGP funds helpful in informing your stakeholders about FirstNet?	Strongly Agree	What was most helpful? What challenges did you encounter?	The funds enabled us to travel to each region in our state in order to educate the public safety and first responder community on FirstNet and the potential benefits of the system.
Were SLIGP funds helpful in developing a governance structure for broadband in your state?	Agree	What was most helpful? What challenges did you encounter?	The funds enabled us to establish an executive committee as well as a technical committee to oversee the implementation and to establish our state's coverage needs.
Were SLIGP funds helpful in preparing your staff for FirstNet activities in your state (e.g. attending broadband conferences, participating in training, purchasing software,	Strongly Agree	What was most helpful? What challenges did you encounter?	The funds enabled us to travel to various conferences and meetings throughout Florida to obtain education and training for FirstNet related activities, which we would have been unable to do without this funding.
Were SLIGP funds helpful in updating your Statewide Communications Interoperability Plan?	Agree	What was most helpful? What challenges did you encounter?	To an extent, yes. It would have been more helpful if we could have obtained information from FirstNet-specific information, as opposed to high-level overviews of the project.
Were SLIGP funds helpful in preparing for your review of the FirstNet developed State Plan?	Agree	What was most helpful? What challenges did you encounter?	The travel that we were able to do in order to conduct outreach and obtain education was extremely helpful in this aspect. Again, having more specific info from FirstNet would have been even more helpful.
Were SLIGP funds helpful in conducting FirstNet determined data collection?	Strongly Agree	What was most helpful? What challenges did you encounter?	The funds enabled us to hire ISF to conduct seven workshops throughout the state for data collection purposes. Without the funds, this could not have taken place.

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: Wesley Maul, Director	Telephone (area code, number, and extension)	850-815-4000
Signature of Authorized Certifying Official:	Email Address:	Wes.Maul@em.myflorida.com
	Date:	5/29/2018