

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	66-10-S13066	
				4. EIN:	980018947	
1. Recipient Name	Guam Homeland Security / Office of Civil Defense			6. Report Date (MM/DD/YYYY)	4/30/2016	
3. Street Address	221B Chalan Palasyo			7. Reporting Period End Date: (MM/DD/YYYY)	3/31/2016	
5. City, State, Zip Code	Agana Heights, Guam 96910			8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>	
10a. Project/Grant Period						
Start Date: (MM/DD/YYYY)	9/1/2013	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, etc.)	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	214				
2	Broadband Conferences	1				
3	Staff Hires	0				
4	Contract Executions	0				
5	Governance Meetings	0				
6	Education and Outreach	79				
7	Subrecipient Agreement Executed	0				
8	Phase 2 - Coverage	Stage 5/6				
9	Phase 2 - Users and Their Operational Areas	Stage 5/6				
10	Phase 2 - Capacity Planning	Stage 4				
11	Phase 2 - Current Providers/Procurement	Stage 4				
12	Phase 2 - State Plan Decision	Stage 1				
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.						
<p>Made outreach presentations to the Guam Hotel & Restaurant Association Safety & Security Committee in January and February 2016. The first was an introduction while the second was more information provided and handouts; we also presented the information on the FirstNet Programmatic Environmental Impact Statement and upcoming meeting to the Lt. Governor's Public Safety Committee in March; Individual meetings either via telephone or in-person were also opportunities for outreach/education. There was a SPOC Webinar in February as well as the SPOC Kick-off meeting with our Regional Lead; There was no contracts executed this quarter; The Governance Body also did not meet this quarter.</p>						
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.						
<p></p>						
11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.						
<p>The Guam SLIGP completed a monitor desk review with the SLIGP Program Officer in March 2016. The Program Coordinator continues to work on the items that were highlighted during the review such as the grants administration file and the expansion of the Governance Body. Due to the retirement of the SPOC, Brad Hokanson, the Governor of Guam appointed a new SPOC in March 2016 - Mr. Frank Lujan who is also the Government of Guam's Chief Technology Officer.</p>						
11d. Describe any success stories or best practices you have identified. Please be as specific as possible.						
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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

Job Title	FTE%	Project (s) Assigned	Change
Program Coordinator III	100	Manages SLIGP - financial, outreach/education activities; data collection and any related activities involving the SLIGP and Nationwide Public Safety Broadband Network	

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
Westin Resort Guam	Meeting room space for Initial Consultation Mtg	Vendor	Y	Y	10/14/2015	9/30/2016	\$3,000.00	\$0.00
Sheraton Laguna Resort	Meeting room space	Vendor	Y	Y	10/14/2015	9/30/2016	\$3,000.00	\$0.00
Pacific Star Hotel	Meeting room space	Vendor	Y	Y	10/14/2015	9/30/2016	\$3,000.00	\$0.00
Copy Express	Printing/Copy Services	Vendor	Y	Y	10/14/2015	9/30/2016	\$400.00	\$0.00
Fast Copy	Printing/Copy Services	Vendor	Y	Y	10/14/2015	9/30/2016	\$400.00	\$0.00
Victoria Printing	Printing/Copying/Banner Production	Vendor	Y	Y	10/14/2015	9/30/2016	\$400.00	\$0.00
Guam Webz	Website Developer	Vendor	Y	Y	8/20/2015	12/31/2015	\$1,848.00	\$0.00
Victoria Printing	Graphic Design Services	Vendor	Y	Y	5/1/2015	9/30/2015	\$500.00	\$0.00
American Printing	Printing/Production services	Vendor	Y	Y	5/1/2105	9/30/2015	\$500.00	\$0.00
Copy Express	Printing/Copying/Banner Production	Vendor	Y	Y	5/1/2015	9/30/2015	\$500.00	\$0.00
Sorensen Media Group	Video Production Services	Vendor	Y	Y	9/21/2015	12/31/2015	\$5,000.00	\$0.00

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

With the Fiscal Year of Government of Guam ending September 30, the contracts with Victoria Printing, American Printing and Copy Express ended with no expenses able to be incurred after December 31, 2015. Therefore, new contracts with Copy Express and Victoria Printing were initiated in January 2016 to be expired/used by end of FY2016 or September 30, 2016. We are currently negotiating contract with Guam Webz as developer for website to continue hosting and maintenance services which was submitted in November 2015. As of the end of Quarter 11 (3/31/16) no purchase order/contract has been finalized.

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	\$166,200.20	\$0.00	\$166,200.20	\$57,131.76		\$57,131.76
b. Personnel Fringe Benefits	\$78,822.71	\$0.00	\$78,822.71	\$18,907.02		\$18,907.02
c. Travel	\$83,360.00	\$0.00	\$83,360.00	\$18,751.78		\$18,751.78
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
e. Materials/Supplies	\$25,800.00	\$0.00	\$25,800.00	\$1,594.38		\$1,594.38
f. Subcontracts Total	\$148,397.35	\$0.00	\$148,397.35	\$11,146.10		\$11,146.10
g. Other	\$10,000.00	\$0.00	\$10,000.00	\$0.00		\$0.00
h. Indirect	\$16,719.74	\$0.00	\$16,719.74	\$0.00		\$0.00
i. Total Costs	\$529,300.00	\$0.00	\$529,300.00	\$107,531.04	\$0.00	\$107,531.04
j. % of Total	100%	0%	100%	100%	0%	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:

BRIG. GEN. JOHNNY S. LIZAMA, GUAM HOMELAND SECURITY ADVISOR

16b. Signature of Authorized Certifying Official:



16c. Telephone (area code, number, and extension)
674-475-9600

16d. Email Address: c/o.leigh.pereda@ghs.guam.gov

Date: 4/29/2016

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