OMB Control No. 0660-0039
Expiration Date: 6/30/2019

U.S. Department of Commerce State and Local Implementation Grant Program Close Out Report				2. Award or Grant Number:	18-10-S13018
				4. EIN:	35-6000158
1. Recipient Name	Indiana Integrated Public Safety Commission			6. Report Date (MM/DD/YYYY):	6/12/2018
3. Street Address	100 N. Senate Ave., Room N825			7. Reporting Period End Date: (MM/DD/YYYY)	2/28/2018
5. City, State, Zip Code	Indianapolis, IN 46204-2213				
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	8/1/2013	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	21,525	*Actual number of individuals reached via stakeholder meetings during the period of performance*
2	Individuals Sent to Broadband Conferences	50	*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	3	*Actual number of contracts executed during the period of performance*
5	Governance Meetings	85	*Actual number of governance, subcommittee, or working group meetings held during the period of performance*
6	Education and Outreach Materials Distributed	170,848	*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	NA	*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	

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)

a. Stakeholders Engaged

i. Project team members attended 368 Stakeholder Meetings. In total, there were 21,525 attendees present at these meetings. The Stakeholder Meetings allowed for the education of and outreach to Indiana first responders about the FirstNet initiative. The stakeholder meetings included:

• District Planning Council meetings
• County, Agency and Association meetings around the state
• Regional FirstNet meetings and Seminars

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.

a. IPSC will continue to oversee the SLIGP with the IPSC Executive Director continuing to serve as Indiana's Single Point of Contact (SPOC). IPSC will build upon its current SLIGP successes by continuing to support local and state public safety agencies as they integrate FirstNet into their communications plans and operations. It will do this in several ways:

i. Management of programmatic activities

• IPSC will submit timely and accurate performance progress reports, federal financial reports, and closeout reports, in addition to complying with audits and other federal accountability and transparency requirements.

ii. Governance

• IPSC will continue to hold regular governance body meetings to include quarterly IPSC Commission meetings and monthly Statewide Interoperability Executive Committee (SIEC) meetings. IPSC plans to formalize the monthly "Key Players" meeting by creating an Indiana Technology subcommittee that will meet to discuss LMR to LTE transitions and other critical tech planning issues.

iii. Education and Outreach

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

a. IPSC has complete all requested data collection activities.

i. In March 2015, FirstNet issued a request to states to collect information related to public safety broadband activities and needs, which was used to inform FirstNet's acquisition process as well as provide inputs in developing state plans. Indiana's Initial Consultation meeting with FirstNet occurred on August 26, 2015.

ii. To prepare for that meeting and provide Indiana's data collection information, IPSC took a two-pronged approach and hired Michael Baker International to conduct the data collection review. First, IPSC identified the list of Public Safety Entities

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

a. ISPC will fulfill FirstNet requests for additional data collection through regional meetings, focus groups, and stakeholder survey tools, as it did during the SLIGP 1.0 performance period. For example, there may be a need to redeploy the quantitative data collection survey among all the first responder agencies in Indiana to update the data and understand the needs in the state. The data collected will allow FirstNet to review and evaluate any coverage gaps and service needs in making its deployment plans and decisions.

a. Outreach events (i.e., regular FirstNet related conferences) were integral in informing our public safety stakeholders throughout the process.

b. Ensuring a mechanism for constant feedback from public safety stakeholders via district meetings was helpful in providing planned feedback.

c. First responders with experience/interest in targeted areas participated in thorough State Plan Review process.

d. Key high level stakeholder (IN CIO, IN Dept. of Homeland Security Executive Director, Governor's Public Safety Policy Director) were brought in early and met monthly during the period of performance.

Part C: Staffing

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

Name	FTE%	Project(s) Assigned	Change
Executive Director	15%	FirstNet Single Point of Contact	
Statewide Interoperability Coordinator (SWIC)	50%	Provides project oversight	
Communications Director	50%	Directs outreach program and oversees grant reporting	
Comptroller	15%	Supports budgetary and financial requirements, including reporting and RFPs	
Field Coordinator	50%	Provides outreach/education	
Field Coordinator	50%	Provides outreach/education	
Administrative Assistant	5%	Provides administrative support for governance meetings and other project requirements	
Co-chair of Exec Comm (IN DHS Dir)	5%	Provides Governance	
Co-chair of Exec Comm (CIO)	5%	Provides Governance	
GIS Coordinator	7%	Provides technical guidance (SME)	
Operations Manager	0.050%	Provides operational support	
Logistics Manager	0.050%	Provides technical guidance (SME)	
Clerk	0.045%	Provides clerical support	

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

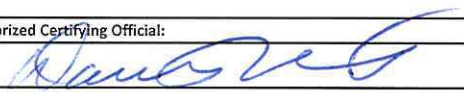
Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFQ Issued (Y/N)	Total Federal Funds Allocated	Total Matching Funds Allocated
ProCaM Inc	planning	Vendor	N	$28,886.40	$0.00
Michael Baker International (via Guidesoft)	Data collection; focus group convener	Vendor	Y	$83,456.26	$0.00
Crowe Horwath LLC	Project management	Vendor	Y	$1,746,505.14	$0.00
Blue Sky Casino	Event space and catering services	Vendor	Y	$63,295.10	$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	$0.00	$459,864.00	$459,864.00	$0.00	$449,383.09	$449,383.09
b. Personnel Fringe Benefits	$0.00	$128,762.00	$128,762.00	$0.00	$125,832.85	$125,832.85
c. Travel	$343,354.00	$0.00	$343,354.00	$81,885.05	$0.00	$81,885.05
d. Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
e. Materials/Supplies	$4,800.00	$0.00	$4,800.00	$2,353.84	$0.00	$2,353.84
f. Subcontracts Total	$1,930,850.00	$0.00	$1,930,850.00	$1,922,142.90	$0.00	$1,922,142.90
g. Other	$75,500.00	$0.00	$75,500.00	$46,827.51	$0.00	$46,827.51
Indirect	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
h. Total Costs	$2,354,504.00	$588,626.00	$2,943,130.00	$2,053,209.30	$575,215.94	$2,628,425.24
i. % of Total	80%	20%	100%	78%	22%	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?	Neither IPSC nor the State of Indiana would have had the resources to prepare and promote FirstNet without SLIGP funds.
Were SLIGP funds helpful in planning for your FirstNet consultation?	Agree	What was most helpful? What challenges did you encounter?	SLIGP funds provided the resources necessary to gather data, consider broadband related factors and coordinate with Federal FirstNet.
Were SLIGP funds helpful in informing your stakeholders about FirstNet?	Strongly Agree	What was most helpful? What challenges did you encounter?	SLIGP funds enabled IPSC to host multiple events throughout the state, from conferences to district meetings to inform stakeholders and gather input. Additionally, SLIGP funds enabled IPSC representatives to promote FirstNet at various state association meetings and conferences.
Were SLIGP funds helpful in developing a governance structure for broadband in your state?	Neutral	What was most helpful? What challenges did you encounter?	Although SLIGP funds did provide a small benefit for governance, the majority of the governance structure was in place prior to SLIGP. Making it possible for FirstNet to fit into that already established framework.
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?	See above response to additional question 3.
Were SLIGP funds helpful in updating your Statewide Communications Interoperability Plan?	Neutral	What was most helpful? What challenges did you encounter?	SCIP updates are an ongoing process for which SLIGP funds will be valuable moving forward. The timeframe between opt in decision and end of grant period did not allow for a significant focus on SCIP updates.
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?	SLIGP funds enabled IPSC to convene various workgroups (e.g. apps and devices, cyber security, deployables, and coverage) and staff subject matter experts in the state plan review process.
Were SLIGP funds helpful in conducting FirstNet determined data collection?	Strongly Agree	What was most helpful? What challenges did you encounter?	SLIGP funds enabled IPSC to contract with two firms to assist with data collection.

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 David W. Vice, Executive Director Indiana Integrated Public Safety Commission FirstNet SPOC	Telephone (area code, number, and extension)	317-232-8993
Signature of Authorized Certifying Official: 	Email Address:	dvice@ipsc.in.gov
	Date:	6/12/2018

State and Local Implementation Grant (SLIGP) Closeout Report

State of Indiana

Submitted 05/24/2018

Part A: Metrics – Final PPR Milestone Data (cumulative through the entire project)

1	Stakeholders Engaged	21,525
2	Individuals Sent to Broadband Conferences	50
3	Staff Hired (FTE)	4.05
4	Contracts Executed	3
5	Governance Meetings	85
6	Education and Outreach Materials Distributed	170,848
7	Sub-recipient Agreements Executed	NA

Part B Narrative

1. **Milestones 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)**

    a. Stakeholders Engaged

        i. Project team members attended 368 Stakeholder Meetings. In total, there were 21,525 attendees present at these meetings. The Stakeholder Meetings allowed for the education of and outreach to Indiana first responders about the FirstNet initiative. The stakeholder meetings included:

            - District Planning Council meetings
            - County, Agency and Association meetings around the state
            - Regional FirstNet meetings and Seminars
            - Statewide FirstNet Conferences
            - District Input meetings
            - Workgroup meetings
            - IDHS “Roadshows”
            - National NENA Conference
            - Statewide APCO/NENA Conferences

        ii. IPSC personnel also attended and staffed a booth at various stakeholder association conferences. FirstNet information and educational materials were provided at all booths. Some of these associations were:

            - Indiana’s Sheriff’s Association
            - Indiana Association of Counties
            - Indiana Association of Cities and Towns
            - Indiana Association of County Commissioners

- Emergency Managers' Association of Indiana
- Indiana Association of Cities & Towns Newly Elected Officials
- Indiana APCO Quarterly meetings
- Indiana EMS Association Conference
- Indiana Volunteer Firefighter's Convention
- Indiana Association of Chiefs of Police

b. Individuals Sent to Broadband Conferences
   i. IPSC used SLIGP funds to allow 50 representatives to attend and participate in 18 different Broadband Conferences related to the FirstNet initiative. IPSC sent representatives to the following Broadband Conferences:
      - 2013
        - FirstNet Regional Meeting in St. Louis
      - 2014
        - FirstNet Regional Meeting in Atlanta
        - Public Safety Broadband Stakeholders Conference in Denver
      - 2015
        - Two FEMA Region 5 meeting in Chicago
        - PSCR meeting in San Diego
        - FEMA Region 5 meeting in Lansing
        - SPOC meeting in Denver
      - 2016
        - SPOC Conference
        - NCSWIC
        - APCO Broadband Summit
        - PSCR
        - National NENA Conference in Indianapolis
        - APCO 2016 Conference in Orlando
        - Fall SPOC meeting
      - 2017
        - Michigan Interoperable Communications Conference
        - National State Plan Kick-off meeting in Dallas
        - Public Safety Communications Research Division (PSCR) Public Safety Broadband Stakeholder meeting in San Antonio.

c. Staff Hired
   i. Staff who contributed to the FirstNet initiative included:
      - The IPSC Executive Director, Statewide Interoperability Coordinator (SWIC), Communications Director, Controller, Administrative Assistant, GIS Coordinator, and two Outreach Coordinators.
   ii. Additionally, the Indiana Department of Homeland Security Director and the Indiana CIO contributed time to the effort.

d. Contracts Executed
   i. Three contracts were executed during the SLIGP grant. These included:
      - Professional Conventions and Meetings Inc. (ProCaM)
        - Contracted for conference planning

- Michael Baker Intl.
  - Contracted to conduct focus groups and compile preliminary data
- Crowe Horwath
  - Contracted for project management and data collection

e. Governance Meetings
   i. IPSC held 85 Governance Meetings covered in whole, or in part, by the SLIGP grant. FirstNet / broadband updates and activity details were provided at all meetings. These meetings included:
      - Quarterly Integrated Public Safety Commission (IPSC) meetings
      - Monthly Statewide Interoperability Executive Committee (SIEC) meetings
      - Monthly Indiana Broadband Executive Committee (FirstNet Co-Chairs and Key Players) meetings.

f. Education and Outreach Materials Distributed
   i. IPSC distributed 170,848 outreach materials for Indiana FirstNet related to education, information and promotional purposes. Most (96%) of the materials were distributed in 2017 in the lead up and launch of Indiana FirstNet. The heavy activity in 2017 is due to the start of the monthly newsletter with 3,000+ recipients, the Regional Seminars, DPC meetings, State Plan updates and the two statewide FirstNet conferences in May and November.
   ii. In addition to printed materials, IPSC launched the Indiana FirstNet Facebook and Twitter accounts in the first quarter of 2017. In 2017, Indiana FirstNet Facebook had 60,684 views and Twitter had 31,885 views. Both Facebook and Twitter views spiked greatly during the quarters with the statewide conferences.
   iii. The Indiana FirstNet website was activated in the fourth quarter of 2016 and contributes to the education and outreach efforts of IPSC.

2. <u>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.</u>

a. IPSC will continue to oversee the SLIGP with the IPSC Executive Director continuing to serve as Indiana's Single Point of Contact (SPOC). IPSC will build upon its current SLIGP successes by continuing to support local and state public safety agencies as they integrate FirstNet into their communications plans and operations. It will do this in several ways:

i. Management of programmatic activities
- IPSC will submit timely and accurate performance progress reports, federal financial reports, and closeout reports, in addition to complying with audits and other federal accountability and transparency requirements.

ii. Governance
- IPSC will continue to hold regular governance body meetings to include quarterly IPSC Commission meetings and monthly Statewide Interoperability Executive Committee (SIEC) meetings. IPSC plans to formalize the monthly "Key Players" meeting by creating an Indiana Technology subcommittee that will meet to discuss LMR to LTE transitions and other critical tech planning issues.

iii. Education and Outreach
- Statewide conferences

- One of the most successful components of the Indiana FirstNet education and outreach effort were the statewide conferences. Under SLIGP 2.0, when requested by FirstNet, IPSC will convene stakeholders to continue the planning and collaboration needed for a successful network.

iv. Supporting a culture of public safety technology innovation
- Indiana envisions a more engaged and responsive community. This activity includes investigating current technology gaps and performing activities to spur new product development.

v. Program Activities
- IPSC will continue to support a broad plan for ongoing SLIGP activities that provide allocations for activities requested by FirstNet or their partner. Specific tasks include:
  - Data sharing policy development
  - Planning for emergency communications technology transitions

3. <u>Data collection narrative: Please describe in detail the status of your SLIGP funded data collection activities.</u>

a. IPSC has complete all requested data collection activities.

i. In March 2015, FirstNet issued a request to states to collect information related to public safety broadband activities and needs, which was used to inform FirstNet's acquisition process as well as provide inputs in developing state plans. Indiana's Initial Consultation meeting with FirstNet occurred on August 26, 2015.

ii. To prepare for that meeting and provide Indiana's data collection information, IPSC took a two-pronged approach and hired Michael Baker International to conduct the data collection review. First, IPSC identified the list of Public Safety Entities (PSE) throughout the state and directed them to fill out the online Mobile Data Survey Tool (MDST). In this survey, Indiana received information from 87 agencies with 5,237 first responders and 865 volunteers. In addition, Michael Baker International conducted four focus groups meetings across the State with 104 respondents consisting of Public Safety stakeholders in southern, central and northern Indiana and a fourth group of Indiana state agencies in Indianapolis. The results of the data collection process included data on the number of users and agency-issued devices for all stakeholder agencies throughout Indiana, current procurement practices, current stated barriers to further adoption, an estimate of the data capacity to meet the state's needs and the baseline coverage recommendations from FirstNet and analysis of those recommendations. Indiana submitted this initial data collection package as requested in conjunction with its initial Consultation Meeting with FirstNet on August 26, 2015

iii. Michael Baker International delivered the final report and data collection review on October 30, 2015.

iv. After further analysis and review of the data collection information, IPSC submitted the Indiana FirstNet Data Collection Submission on September 30, 2016. This submission provided additional data to FirstNet focusing on coverage issues. The State assessed the baseline coverage map provided by FirstNet, looking at potential gaps in coverage in key areas. The State of Indiana set an expectation that all counties will be provided broadband coverage at a minimum of 70%. Indiana and IPSC have identified 22 counties covered by FirstNet that are below 70% coverage and requested that coverage level in all the counties. Additionally, Indiana also expressed concern about coverage of critical

infrastructure that includes: state parks/reservoirs, schools, hospitals, airports, dams and flood plains. David Vice, Executive Director of IPSC, submitted this to FirstNet in September, 2016 in response to their optional additional data request.

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

    a. ISPC will fulfill FirstNet requests for additional data collection through regional meetings, focus groups, and stakeholder survey tools, as it did during the SLIGP 1.0 performance period. For example, there may be a need to redeploy the quantitative data collection survey among all the first responder agencies in Indiana to update the data and understand the needs in the state. The data collected will allow FirstNet to review and evaluate any coverage gaps and service needs in making its deployment plans and decisions.

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

    a. Outreach events (i.e., regular FirstNet related conferences) were integral in informing our public safety stakeholders throughout the process.
    b. Ensuring a mechanism for constant feedback from public safety stakeholders via district meetings was helpful in providing planned feedback.
    c. First responders with experience/interest in targeted areas participated in thorough State Plan Review process.
    d. Key high level stakeholder (IN CIO, IN Dept. of Homeland Security Executive Director, Governor's Public Safety Policy Director) were brought in early and met monthly during the period of performance.

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 challenged did you encounter?**
    - **Narrative**
        - Neither IPSC nor the State of Indiana would have had the resources to prepare and promote FirstNet without SLIGP funds.
- **Were SLIGP funds helpful in planning for your FirstNet consultation?**
    - Agree
    - **What was most helpful? What challenged did you encounter?**
    - **Narrative**
        - SLIGP funds provided the resources necessary to gather data, consider broadband related factors and coordinate with Federal FirstNet.
- **Were SLIGP funds helpful in informing your stakeholders about FirstNet?**
    - Strongly Agree
    - **What was most helpful? What challenged did you encounter?**
    - **Narrative**
        - SLIGP funds enabled IPSC to host multiple events throughout the state, from conferences to district meetings to inform stakeholders and gather input. Additionally, SLIGP funds enabled

IPSC representatives to promote FirstNet at various state association meetings and conferences.

- **Were SLIGP funds helpful in developing a governance structure for broadband in your state?**
  - Neutral
  - **What was most helpful? What challenged did you encounter?**
  - **Narrative**
    - Although SLIGP funds did provide a small benefit for governance, the majority of the governance structure was in place prior to SLIGP, making it possible for FirstNet to fit into that already established framework.
- **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 challenged did you encounter?**
  - **Narrative**
    - See above response to additional question 3.
- **Were SLIGP funds helpful in updating your Statewide Communications Interoperability Plan?**
  - Neutral
  - **What was most helpful? What challenged did you encounter?**
  - **Narrative**
    - SCIP updates are an ongoing process for which SLIGP funds will be valuable moving forward.
    - The timeframe between opt in decision and end of grant period did not allow for a significant focus on SCIP updates.
- **Were SLIGP funds helpful in preparing for your review of the FirstNet developed State Plan?**
  - Strongly Agree
  - **What was most helpful? What challenged did you encounter?**
  - **Narrative**
    - SLIGP funds enabled IPSC to convene various workgroups (e.g. apps and devices, cyber security, deployables, and coverage) and staff subject matter experts in the state plan review process.
- **Were SLIGP funds helpful in conducting FirstNet determined data collection?**
  - Strongly Agree
  - **What was most helpful? What challenged did you encounter?**
  - **Narrative**
    - SLIGP funds enabled IPSC to contract with two firms to assist with data collection.