

U.S. Department of Commerce Performance Progress 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)	rev. 12/06/2016
3. Street Address	100 N. Senate Ave., Room N825	7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
5. City, State, Zip Code	Indianapolis, IN 46204-2213	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)	3/31/2018

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	20 meetings / 1,405 attendees	Actual number of individuals reached via stakeholder meetings during the quarter
2	Individuals Sent to Broadband Conferences	2	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter
3	Staff Hired (Full-Time Equivalent)(FTE)	0	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)
4	Contracts Executed	1	Actual number of contracts executed during the quarter
5	Governance Meetings	5	Actual number of governance, subcommittee, or working group meetings held during the quarter
6	Education and Outreach Materials Distributed	300	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
7	Subrecipient Agreements Executed	NA	Actual number of agreements executed during the quarter
8	Phase 2 - Coverage	Stage 6	For each Phase 2 milestone category, please provide the status of the activity during the quarter: • 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	Stage 5	
10	Phase 2 – Capacity Planning	Stage 5	
11	Phase 2 – Current Providers/Procurement	NA	
12	Phase 2 – State Plan Decision	NA	

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. Stakeholder Meetings – Project team members attended 20 stakeholder meetings (1,405 attendees) this quarter, including 18 District Planning Council (DPC) meetings. Also, exhibited at two association conferences for stakeholder outreach:
 • Indiana Association of Counties (AIC) (600 attendees)
 • Indiana Emergency Response Conference (380 attendees)

2. Broadband Conferences - SLIGP funds were used to send 2 individual to the APCO 2016 Conference in Orlando, FL.

3. Contract Executions – One (project management and data collection contract with Crowe Horwath LLP)

4. Governance Meetings – Five governance meetings were held in this reporting period. The Integrated Public Safety Commission (IPSC) and Statewide Interoperability Executive Committee (SIEC) held a joint meeting on September 20, 2016 with the visiting FirstNet Governance Team as guest speakers. Two SIEC monthly conference calls were also held. FirstNet/broadband updates and activity details were provided to commissioners/representatives at all meetings.

5. Other Activities
 • Project team continues to meet weekly to discuss broadband issues, strategy and logistics. The two chairs of the Indiana Broadband Working Group (Indiana Department of Homeland Security Executive Director David Kane and Indiana Chief Information Officer Dewand Neely) attend meetings at least once a month, along with other key FirstNet interested parties.
 • Project team attended the Programmatic Environmental Impact Statement (PEIS) meeting on September 13, 2016. The resources provided were used at later meetings, including the posters at conference booths.
 • Project team submitted a comment in response to the Department of Commerce National Telecommunications and Information Administration State Alternative Plan Program (SAPP) notice and request for comment
 • Project team submitted the IN FirstNet Data Collection Submission on September 30, 2016 in response to FirstNets optional additional data request.
 • Project team updated the IN FirstNet Outreach and Education Plan with a coordinating stakeholder contact list, developed a project staff SharePoint site, and created a project charter.

6. Project team attended all NCSWIC and FirstNet/NTIA webinars and participated in the SPOC calls. Project team also participated in the quarterly SLIGP call with Carolyn Dunn on September 6, 2016.

7. Planned major activities for the next quarter include preparing governor-elect briefing materials and meeting with the governor-elect's transition team.

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.

None.

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.

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.

Indiana Governor Mike Pence instituted a "recalibration" effort (i.e. hiring freeze) in February 2016, which put a halt to our imminent plan to hire an Outreach Coordinator for the Northern half of the state. IPSC staff is filling in the gap to ensure regular attendance at meetings continues

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 Director	0.15	FirstNet Single Point of Contact	
Statewide Interoperability Coordinator (SWIC)	0.5	Provides project oversight	
Communications Director	0.5	Directs outreach program and oversee grant reporting	
Comptroller	0.05	Supports budgetary and financial requirements, including grants and RFPs	
Operations Manager	0.05	Provides operational support	
Logistics Manager	0.05	Provides technical guidance (SME)	
Field Coordinator	0.5	Provides outreach/education	
Field Coordinator	0.5	Provides outreach/education	position unfilled
Administrative Assistant	0.05	Provides administrative support for governance meetings and other project requirements	
Clerk	0.045	Provides clerical support	
Co-chair of Exec Comm (IN DHS Dir)	0.05	Provides Governance	
Co-chair of Exec Comm (CIO)	0.05	Provides Governance	
Gov's Ofc Public Safety Counselor	0	Provides Governance	
GIS Coordinator	0.07	Provides technical guidance (SME)	

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
ProCaM Inc.	conference planner	vendor	N	Y	9/1/2014	8/31/2016	\$42,075.00	\$0.00
Michael Baker International (via Guidesoft)	focus group convener; data collection	vendor	Y	Y	7/8/2015	12/8/2015	\$89,000.00	\$0.00
Crowe Horwath	project management	vendor	Y	Y	7/5/2016	5/31/2018	\$1,799,775.00	\$0.00

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

The start date for Crowe contract has been corrected to 07/05/2016.
ProCaM contract was renewed to new end date of 08/31/2016.

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	\$0.00	\$459,864.00	\$459,864.00	\$0.00	\$243,947.99	\$243,947.99
b. Personnel Fringe Benefits	\$0.00	\$128,762.00	\$128,762.00	\$0.00	\$68,311.03	\$68,311.03
c. Travel	\$343,354.00	\$0.00	\$343,354.00	\$32,562.15	\$0.00	\$32,562.15
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	\$256.27	\$0.00	\$256.27
f. Subcontracts Total	\$1,930,850.00	\$0.00	\$1,930,850.00	\$178,975.17	\$0.00	\$178,975.17
g. Other	\$75,500.00	\$0.00	\$75,500.00	\$42,443.05	\$0.00	\$42,443.05
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$2,354,504.00	\$588,626.00	\$2,943,130.00	\$254,236.64	\$312,259.02	\$566,495.66
j. % of Total	80%	20%	100%	45%	55%	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)	317-234-1541	
David W. Vice Agency Executive Director; FirstNet Single Point of Contact				16d. Email Address:	dvice@ipsc.in.gov	
16b. Signature of Authorized Certifying Official:				Date:	rev. 12/06/2016	
						

