

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 18-10-S13018			
		4. EIN 35-6000158			
1. Recipient Name INTEGRATED PUBLIC SAFETY COMMISSION		6. Report Date (MM/DD/YYYY) 01-30-2014			
3. Street Address 100 N SENATE AVENUE, IGC-N340		7. Reporting Period End Date: 12-31-2013			
5. City, State, Zip Code INDIANAPOLIS, IN 46204-2213		8. Final Report <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	9. Report Frequency <input checked="" type="checkbox"/> Quarterly		
10a. Project/Grant Period Start Date: (09/01/2013)	10b. End Date: (08/31/2016)				
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, Outreach, Training 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 Funding Amount expended
1	Stakeholder Meetings	3 meetings/329 attendees			
2	Broadband Conferences	0			
3	Staff Hires	0			
4	Contract Executions	0			
5	Governance Meetings	5			
6.	Outreach and Education	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.					
<p>Milestone Activities</p> <p>Governance Meetings – Five governance meetings were held in this reporting period. The quarterly Integrated Public Safety Commission (IPSC) meeting and the Statewide Interoperability Executive Committee (SIEC) meeting were both held on December 17th. Three SIEC monthly conference calls were also held. Details of the SLIGP were provided to commissioners/representatives at both meetings, as well as additional information regarding FirstNet/broadband activities.</p> <p>Stakeholder Meetings - Project staff attended/presented information to three stakeholder groups: 1. The Indiana APCO Public Safety Symposium, October 2 (250 attendees); 2. The Indiana Telecommunicators Conference on December 5 (75 attendees); and a meeting with NG911 executive staff on November 11 (four attendees).</p> <p>Outreach and Education –Officially sanctioned FirstNet outreach materials are still not available, so the number of “pages” distributed remains at zero. Progress has been made in establishing a website. Project staff is working with the Indiana Department of Technology (IOT) to set up the framework for the site.</p> <p>Other Activities – Project staff continues to meet weekly to discuss broadband issues, strategy and logistics. The two chairs of the Indiana Broadband Working Group (Indiana Dept. of Homeland Security Executive Director John Hill and Indiana Chief Information Officer Paul Baltzell) attend these meetings at least once a month.</p> <p>Project Team attended all NCSWIC and FirstNet/NTIA webinars.</p>					

The two Outreach Coordinator positions were posted on the state jobs board in December. More than sixty (60) applications were received. Interviews/selection to be held in January.

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.

Due to a delay in the state approval process, the two outreach coordinators have not been hired. The job has been posted and interviews scheduled. This impacts the rollout of our outreach efforts.

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

Most of the staff activity this quarter has been dominated by SLIGP procedures and preparation for hiring staff. We originally planned to plan for/hold a kickoff meeting in January, but project co-chairs decided there was too little information to share at this point and were reluctant to have stakeholders take the time to drive into Indianapolis without more substantial details to share. We are looking to provide webinars as a method for communicating information.

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.

We feel that our existing strong governance structure takes some of the pressure off of SLIGP Phase 1 requirements. Additionally, our heavy investments in CASM will certainly yield results during the planning process.

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.

As detailed above in question 11b, we have not yet hired outreach staff. This will impact rollout of our outreach and education efforts.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Executive Director	.15	FirstNet Single Point of Contact	
Statewide Interoperability Coordinator (SWIC)	.5	Provides project oversight	
Communications Director	.5	Directs outreach program and oversee grant reporting	
Comptroller	.05	Supports budgetary and financial requirements, including grants and RFPs	
Operations Manager	.05	Provides operational support	
Logistics Manager	.05	Provides technical guidance (SME)	
Administrative Assistant	.05	Provides administrative support for governance meetings and other project requirements	
Clerk	.045	Provides clerical support	
Co-chair of Exec Comm (IN DHS Dir)	.05	Provides Governance	
Co-chair of Exec Comm (CIO)	.05	Provides Governance	
Gov's Ofc Public Safety Counselor	.05	Provides Governance	

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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	Project and % Assigned
TBD	Conference Planner	Vendor	N	N	TBD	TBD	7,650	0	NA
TBD	Asset Survey	Vendor	N	N	TBD	TBD	529,000	0	NA
TBD	Data Collection/Alignment	Vendor	N	N	TBD	TBD	1,369,375	0	NA

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


NA

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	454,005.00	454,005.00		25,904.00	25,904.00
b. Personnel Fringe Benefits	0.00	127,121.00	127,121.00			
c. Travel	328,958.00	0.00	328,958.00	4,955.00		4,955.00
d. Equipment	0.00	0.00	0.00			
e. Materials/Supplies	0.00	0.00	0.00			
f. Subcontracts Total	1,906,025.00	0.00	1,906,025.00			
g. Other	119,520.00	7,500.00	127,020.00			
h. Total Costs	2,354,504.00	588,626.00	2,943,130.00	4955.00	25,904.47	30,859.47
i. % of Total	80%	20%	100%	18%	84%	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 David W. Vice	16c. Telephone (area code, number, and extension) 317.233.8625
16b. Signature of Authorized Certifying Official 	16d. Email Address dvice@ipsc.in.gov 16e. Date Report Submitted (month, day, year) 01-30-2014

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 10 hours per response for the application process, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Michael Dame, Director, State and Local Implementation Grant Program, Office of Public Safety Communications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.