

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 20-10-S13020
		4. EIN 48-6029925
1. Recipient Name Kansas Office of Information Technology		6. Report Date (MM/DD/YYYY) 10/30/2013
3. Street Address Landon State Office Building 900 SW Jackson Street, Suite 751		7. Reporting Period End Date: 09/30/2013
5. City, State, Zip Code Topeka, KS 66612		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		9. Report Frequency x Quarterly
10a. Project/Grant Period Start Date: (MM/DD/YYYY) 08/01/2013	10b. End Date: (MM/DD/YYYY) 07/31/2016	

**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	1			
2	Broadband Conferences	0			
3	Staff Hires	0.33			
4	Contract Executions	0			
5	Governance Meetings	0			
6	Education and Outreach Materials (flyers/handouts)	0			
7	Education and Outreach Materials (meetings)	0			
8	Phase II Activities	N/A			

**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.**

Milestone activities: Two existing employees, the SWIC and one OEC Trainer, were able to begin work on SLIGP on a part-time basis, which was all we anticipated for the first quarter of the project.  
The SWIC was able to coordinate with DHS OEC to schedule a SCIP revision workshop in order to re-write the state SCIP to incorporate PSBN.

**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.**

We do not anticipate any changes at this time.

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

Most of our work this quarter focused on completing the Baseline/Expenditure Plan, reviewing record-keeping requirements with the other state agencies involved, and transitioning existing employees onto the SLIGP project team.

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

N/A

**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.**

The project is not fully staffed, but we anticipate hiring all staff by the third quarter as projected in our Baseline/Expenditure Plan. We will hire a Grants Administrator and two Outreach Coordinators with grant funds and bring on another OEC trainer to assist with the program as match. We do not anticipate any changes in the project's time line.

**12b. Staffing Table**

Job Title	FTE %	Project(s) Assigned	Change
SWIC	.20	Provide oversight of all SLIGP project activities	Started work on SLIGP
OEC Trainer	.13	Dissemination of SLIGP information to general public	Started work on SLIGP

Remove Row

**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	Program Development Information Gathering Legal Assistance Assistance as Required	Vendor	N	N	TBD	TBD	\$863,593	\$0	

Add Row
Remove Row

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

N/A

**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	\$481,500	\$267,300	\$748,800	\$0	\$7452.95	\$7452.95
b. Personnel Fringe Benefits	\$198,756	\$109,353	\$308,109	\$0	\$2,258.04	\$2,258.04
c. Travel	\$230,760	\$70,956	\$301,716	\$0	\$216.82	\$216.82
d. Equipment	\$0	\$0	\$0	\$0		
e. Materials/Supplies	\$9,750	\$2,589	12,339	\$0		
f. Subcontracts Total	\$863,593	\$0	\$863,593	\$0		
g. Other	\$16,431	\$0	\$16,431	\$0		
<b>h. Total Costs</b>	<b>\$1,800,790</b>	<b>\$450,198</b>	<b>\$2,250,988</b>	<b>\$0</b>	<b>\$9,927.81</b>	<b>\$9,927.81</b>
<b>i. % of Total</b>	<b>80%</b>	<b>20%</b>	<b>100%</b>	<b>0%</b>	<b>100%</b>	<b>100%</b>

**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**

Anthony Schlinsog, CITO

**16c. Telephone (area code, number, and extension)**

(785) 296-4817

**16d. Email Address**

Anthony.Schlinsog@ks.gov

**16b. Signature of Authorized Certifying Official**



**16e. Date Report Submitted (month, day, year)**

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.