

U.S. Department of Commerce State and Local Implementation Grant Program Close Out Report			2. Award or Grant Number:	30-10-S13030
			4. EIN:	810302402
1. Recipient Name	State of Montana		6. Report Date (MM/DD/YYYY):	7/17/2018
3. Street Address	PO Box 200113, 124 No. Roberts		7. Reporting Period End Date: (MM/DD/YYYY)	2/28/2018
5. City, State, Zip Code	Helena, MT 59620			
10a. Project/Grant Period				
	8/1/2013	10b. End Date: 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	1421	<i>Actual number of individuals reached via stakeholder meetings during the period of performance</i>	
2	Individuals Sent to Broadband Conferences	30	<i>Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the period of performance</i>	
3	Staff Hired (Full-Time Equivalent)(FTE)	1.5	<i>Actual number of state personnel FTEs who began supporting SLIGP activities during the period of performance (may be a decimal)</i>	
4	Contracts Executed	4	<i>Actual number of contracts executed during the period of performance</i>	
5	Governance Meetings	35	<i>Actual number of governance, subcommittee, or working group meetings held during the period of performance</i>	
6	Education and Outreach Materials Distributed	2259	<i>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</i>	
7	Subrecipient Agreements Executed	0	<i>Actual number of agreements executed during the period of performance</i>	
8	Phase 2 - Coverage	Complete Dataset Submitted to FirstNet	<i>Please choose the option that best describes the data you provided to FirstNet in each category during the period of performance:</i> <ul style="list-style-type: none"> • 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	Not Complete		
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)				
See Attachment A.				
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.				
SLIGP activities will continue as SWIC coordination with the state, local and tribal public safety agencies and the SIGB that was moved to the Department of Justice.				

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

Complete

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

None

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

Part C: Staffing

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

Name	FTE%	Project(s) Assigned	Change
Tribal OR	100	Coordination/meetings with seven (7) Tribes, attend SIGB Meetings, coordinate with Meeting Facilitator	
Administrative Assistant	50	SIGB scheduling, website maintenance, minutes, collect travel claims for meetings, answer Board Member questions	
SLIGP Program Manager (Inkind)	100	Reporting for SLIGP/NTIA/SIGB, PPR's, supervise OR Coord., Prepare RFP's and MOU's, FN RFI's	
SPOC Operations Director SITSD/DoA (Inkind)	5	Single Point of Contact, Supervises Bureau Chief and SLIGP Program Manager	
PSCB Bureau Chief (AOR) (Inkind)	20	Meeting and conference attendance, SLIGP supervision, Grant AOR	
PSCB Bureau Fiscal Manager (Inkind)	3	Liasion with state accounting, fiscal accounting and procurement	

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
Montana State Library	GIS Mapping	MoA	N	\$100,000.00	
Brandborg, Beki	Regional/local FN Meeting Facilitator/Set-up	Vendor	Y	\$80,000.00	
Tribal Facilitators (2)	Conduct state meetings with Tribes at Helena	Vendor	N	\$30,000.00	

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	\$210,000.00	\$138,500.00	\$348,500.00	\$192,174.07	\$62,065.42	\$254,239.49
b. Personnel Fringe Benefits	\$73,000.00	\$48,500.00	\$121,500.00	\$93,859.95	\$26,970.46	\$120,830.41
c. Travel	\$90,000.00	\$13,000.00	\$103,000.00	\$39,766.22	\$9,941.56	\$49,707.78
d. Equipment	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$20,000.00		\$20,000.00	\$5,211.41	\$0.00	\$5,211.41
f. Subcontracts Total	\$367,000.00		\$367,000.00	\$31,635.23	\$0.00	\$31,635.23
g. Other	\$40,000.00		\$40,000.00	\$33,262.89	\$0.00	\$33,262.89
Indirect			\$0.00			\$0.00
h. Total Costs	\$800,000.00	\$200,000.00	\$1,000,000.00	\$395,909.77	\$98,977.44	\$494,887.21
i. % of Total	80%	20%	100%	80%	20%	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?	<i>Without SLIGP funding, we wouldn't have had the resources to operate the SIGB or to do OR and Education to local and tribal agencies.</i>
Were SLIGP funds helpful in planning for your FirstNet consultation?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>A great deal of time and effort went into planning for the Consultation. We would not have had near the impact with planning without the SLIGP funds.</i>
Were SLIGP funds helpful in informing your stakeholders about FirstNet?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>Without SLIGP funding, we could not have paid travel expenses for SIGB members to come to Helena to meet FN staff and to see FN presentations.</i>
Were SLIGP funds helpful in developing a governance structure for broadband in your state?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>SLIGP funding paid SIGB expenses to meet monthly at Helena.</i>
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?	<i>Without SLIGP funding for OR and education, we could not have attended BB conferences or contracted for meeting facilitation at the local and tribal level.</i>
Were SLIGP funds helpful in updating your Statewide Communications Interoperability Plan?	Agree	What was most helpful? What challenges did you encounter?	<i>SLIGP staff, federal and inkind, had input to the SCIP.</i>
Were SLIGP funds helpful in preparing for your review of the FirstNet developed State Plan?	Agree	What was most helpful? What challenges did you encounter?	<i>The SLIGP state submittal would not have been nearly as detailed without the SLIGP program and the Governing Board's input-all funded by SLIGP.</i>
Were SLIGP funds helpful in conducting FirstNet determined data collection?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>Data collection efforts were the responsibility of the program manager who was paid from state funds (link).</i>
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 title of Authorized Certifying Official:		Telephone (area code, number, and extension)	406-444-6134
Quinn A. Ness, Public Safety Communications Bureau Chief PDF Signed		Email Address:	qness@mt.gov
Signature of Authorized Certifying Official:		Date:	7/172018
Sign here 			

7/13/2018

Attachment A to PPR Closeout

SLIGP Program Priorities/Milestone Data Narrative

- 1) **Established a governance structure to consult with FirstNet:** The Governing Board was created by Governor E.O. 10-2013 and renewed by E.O. 10-2015. The membership was developed to be representative of local law enforcement, fire, emergency medical service and Native Americans. This was accomplished by state associations having representatives on the SIGB as well as the Governor's Office of Indian Affairs Director. See attachment C1, C2, Governor E.O.'s for membership.
- 2) **Developed procedures to ensure local and tribal representation and participation in the consultation with FirstNet:** The Montana SLIGP employed an Outreach Worker to work with Montana's seven federally recognized Tribes. The Project contracted with a meeting facilitator to arrange local meetings around Montana with local public safety. Namely, meetings were held in Bozeman, Billings, Kalispell and Missoula before the 'Opt-in' decision July 30, 2017. The FirstNet Representative attended these meetings. Also, Montana SLIGP hosted a regional 'Priority and Preemption' meeting at Bozeman for the inter-mountain states (July 2016).
- 3) **Created a process for education and outreach to local and tribal members, public safety users and other stakeholders about the Nationwide Public Safety Broadband Network NPSBN:** This was accomplished by local and tribal representation on the SIGB as well as the local and tribal meetings held around the state. The FirstNet Native OR person accompanied the SLIGP OR worker to four of seven reservations while the SLIGP OR worker traveled to six of the seven reservations. As stated in Priority #3, local meetings were held in major Montana Cities with attendance from surrounding rural areas.
- 4) **Identified potential public safety users of the NPSBN:** Please see attachment d "Final Document FirstNet Data Call". This document includes an inventory of public safety entities and officials.
- 5) **Developed staffing plans that include local and tribal representation to participate in the public safety governance structure and prepare for data collection activities:** See SIGB membership in Governor Executive Orders for local and tribal representation. State SLIGP sponsored two meetings at Helena for tribal officials. The SLIGP program manager was primarily responsible for answering the data calls.
- 6) **Prepared a comprehensive Statewide Communications Interoperability Plan (SCIP), describing the public safety needs they expect FirstNet to address:** See attachment e, "Montana SCIP Plan". The document incorporates FirstNet into the SCIP Plan.