

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number:	30-10-S13030
1. Recipient Name	State of Montana, Department of Administration		4. EIN:
3. Street Address	PO Box 200113, 124 No. Roberts		6. Report Date (MM/DD/YYYY)
5. City, State, Zip Code	Helena, MT 59620		7. Reporting Period End Date: (MM/DD/YYYY)
		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)	8/1/2013	10b. End Date: (MM/DD/YYYY)	1/31/2018
11. List the individual projects in your approved Project Plan			
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	
1	Stakeholder Meetings	0	
2	Broadband Conferences	0	
3	Staff Hires	0	
4	Contract Executions	0	
5	Governance Meetings	0	
6	Education and Outreach	50	
7	Subrecipient Agreement Executed	0	
8	Phase 2 - Coverage	Stage 4	
9	Phase 2 - Users and Their Operational Areas	Stage 4	
10	Phase 2 - Capacity Planning	Stage 4	
11	Phase 2 - Current Providers/Procurement	Stage 4	
12	Phase 2 - State Plan Decision	Stage 1	
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>The Executive Order that established the SIGB expired on 9/30/15. The Governor signed a new EO, No. 16-2015, on 10/02/2015. The EO is for two (2) years, expiring 10/31/2017. The membership "slots" are the same, emphasizing state-wide associations representing local law enforcement, fire and emergency medical. Due to the holidays, the appointment process has been slow. The Governor's Office has sent requests to the Associations asking them to either re-appoint members to the SIGB or to nominate new representatives. To date, the new SIGB memberships have not been finalized. Accordingly, there have been no SIGB meetings during the months of October, November and December. Staff continued to work with individual pre-September 30th SIGB members and Associations to develop potential contracts with the State Fire and Law Enforcement Schools to establish an education and outreach program through the Schools. Key contacts were identified. FirstNet Fact Sheets were distributed at the state sponsored IT Conference 12/7-12/24 at Helena. Staff went through many iterations of the budget amendment with NTIA. We were reluctant to charge the SLIGP Manager to the</p>			
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.			

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.
 Under Phase 2 Objectives, we

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.

12b. Staffing Table

Job Title	FTE%	Project (s) Assigned	Change
SLIGP Project MGT (Inkind)	100%	Work with and prepare reports for the SIGB, prepare quarterly PPR, supervise the OR Coordinator, Prepare RFP's and MoU's, answer FN RFI's	No Change
SPOC (Inkind)	5%	Single Point of Contact, Supervises Bureau Chief and SLIGP PM	No Change
PSCB Bureau Chief (Inkind)	20%	Meeting and Conference attendance, SLIGP supervision, Grant AOR	No Change
PSCB Bureau Fiscal MGT (Inkind)	3%	Liasion with state accounting, fiscal reporting and procurement	No Change
SLIGP OR Coord. (Federal)	100%	Contract for meeting facilitator, schedule regional and tribal meetings, develop contacts with local and tribal first responders, attend regional and tribal meetings, distribute FirstNet materials, maintain SLIGP website content in coordination with AA, support the SPOC, Bureau Chief and Project Manager.	No Change
Administrative Assistant (Federal)	50%	Maintain SIGB and SLIGP websites, SIGB attendance records, minutes, scheduling, meeting set-up, travel claims processing for SIGB members, and, answer SIGB member requests.	No Change

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
Montana State Library	GIS Mapping	MoA	N	N	7/1/2015	09/31/2015	\$17,172.00	\$0.00
Brandborg, Sole Proprietor	Regional/local FirstNet Meeting Facilitator/Set-up	Vendor	Y	N	2/5/2016	10/31/2017	\$78,509.00	\$0.00
Tribal Facilitator	Moderate/conduct 8/22/2015 Tribal Meeting	Vendor	N	Y	8/21/2015	9/1/2015	\$3,700.00	\$0.00

13b. Describe any challenges encountered with vendors and/or subrecipients.
 The MSL Contract is pending an extension. Also, when the extension is executed, the maximum amount of the Contract will be for \$100,000 per the budget amendment effective January 4, 2016. The Brandborg Contract is being prepared by State Procurement; the Contractor has been offered and accepted the award.

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	\$250,000.00	\$330,272.00	\$580,272.00	\$91,763.06	\$166,223.66	\$257,986.72
b. Personnel Fringe Benefits	\$56,850.00	\$75,104.00	\$131,954.00	\$25,502.00	\$55,407.89	\$80,909.89
c. Travel	\$181,026.00	\$14,157.00	\$195,183.00	\$32,101.20	\$13,097.93	\$45,199.13
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$9,400.00	\$1,832.00	\$11,232.00	\$44,200.36	\$0.00	\$44,200.36
f. Subcontracts Total	\$410,931.00	\$32,739.00	\$443,670.00	\$11,129.29	\$0.00	\$11,129.29
g. Other	\$908,208.00	\$0.00	\$908,208.00	\$0.00	\$0.00	\$0.00
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$1,816,415.00	\$454,104.00	\$2,270,519.00	\$204,695.91	\$234,729.48	\$439,425.39
j. % of Total	80%	20%	100%	47%	53%	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)	406-444-6134	
Quinn A. Ness, Chief, Public Safety Communications Bureau				16d. Email Address:	Qness@mt.gov	
16b. Signature of Authorized Certifying Official:				Date:	2/19/2016	
						