

<b>U.S. Department of Commerce</b>  <b>Performance Progress Report</b>		<b>2. Award or Grant Number</b>  30-10-S13030			
<b>1. Recipient Name</b>  State of Montana, Department of Administration		<b>4. EIN</b> 810302402			
<b>3. Street Address</b>  PO Box 200113, 124 No. Roberts Street, Mitchell Building		<b>6. Report Date (MM/DD)</b> 4/29/14			
<b>5. City, State, Zip Code</b>  Helena, MT 59620		<b>7. Reporting Period End Date:</b>  3/31/14			
<b>10a. Project/Grant Period</b> Start Date: 08/01/2013		<b>8. Final Report</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<b>10b. End Date:</b> 07/31/2016		<b>9. Report Frequency</b> <input checked="" type="checkbox"/> Quarterly			
<b>11. List the individual projects in your approved Project Plan</b>					
	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	63			
2	Broadband Conference	3			
3	Staffing	0			
4	Contract Executions	0			
5	Governance Meetings	3			
6	Education and Outreach Mat.	3			
7	Phase II Activities	0			
<b>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.</b>					
<ol style="list-style-type: none"> <li>1. The three (3) SIGB meetings were attended by sixty-three (63) stakeholders.</li> <li>2. The SPOC and PSCB Planning and Fiscal Officers attended the NTIA SLIGP Workshop at Phoenix, AZ, arriving 3/10/14 and departing 3/12/14. The Workshop was informative for understanding how NTIA and FNN are organized and working in coordination with each other; also, the Workshop was an opportunity to network with state SLIGP teams. The presentations were informative, especially the presentation of Dereck Orr, NIST/OLES.</li> </ol>					

3. State personnel continue to staff SLIGP during start-up. Activities included: numerous drafts of the new Montana SCIP Plan. The new SCIP Plan incorporates broadband/FNN/SLIGP into the state's public safety communication program efforts. The document is in final draft form and will be presented to the SIGB in May/June for formal approval. Next, the 2014 SCIP will be transmitted to OEC for its approval and publishing. The new Montana SCIP Plan marks a watershed event as public safety begins its transition to broadband technologies. The link listed in #5. Includes a link to a MT-SLIGP page dedicated to FNN Outreach and education. Staff has been working on the draft FNN Checklist presented at Phoenix. Contact lists of stakeholders were developed with names, addresses and emails. Preliminary research on county-owned communications assets, namely potential tower locations has been catalogued (will be useful when FNN forwards actual checklist).
4. There were no contract executions during the quarter.
5. The SIGB met January 14, February 11 and March 11, 2014. The SIGB agendas and minutes are posted at : <http://sitsd.mt.gov/policy/councils/sigb/default.mcp>
6. MT-SLIGP has a page accessed from the link stated in #5 or directly: <http://sitsd.mt.gov/policy/councils/sigb/firstnet.mcp>  
Staff continues to develop FNN sanctioned materials for public safety stakeholders.
7. There are no Phase II activities.

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. n/a

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

- A. Montana is proceeding with caution as it develops its outreach materials. Also, the new SIGB is still in a formative stage as members understand the Board's mission under EO 10-2013. Approval of the 2014 SCIP Plan that incorporates public safety broadband will be a major milestone for the new group. Plan approval formally recognizes public safety broadband as a state programming initiative. The SIGB is an advisory group to the Governor for public safety communications. The logic model is that members who represent local/state associations of fire, police, EMS and local governments will take the messages presented at formal sessions to their respective memberships throughout the state. This is a critical component of MT-SLIGP strategy as we prepare for face-to-face meetings in each of six (6) geographic regions of Montana.
- B. Generally speaking, state staff is information deprived regarding FNN plans for Montana. The dilemma remains what information to present rural folks about deployment of the FNN in their areas. We don't want to raise expectations only to have them dashed when FNN reveals its Montana State Plan.

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

None

**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 in start-up; the COO (SPOC), Bureau Chief and Bureau staff member and Fiscal staff, all paid from the State General Fund, continue to staff the SLIGP start-up.

**12b. Staffing Table**

Job Title	FTE %	Project(s) Assigned	Change
SLIGP Start-up Manager	92%	SLIGP Plans and Reports; Reconstitute SIGB and work with new Board members.	Increase in in-kind time devoted to
Accounting	.77%	Analysis of OEC SCIP template (with OEC suggestions). Re-write of State SCIP Plan to	SLIGP. Planning position contributed

Bureau Supervision SPOC	2.88% 1.54%	incorporate SLIGP/FNN public safety broadband. Attend NTIA/SLIGP Workshop-Phoenix. Work daily with SIGB representatives from Telecos and local governments to establish SIGB Working Groups including SCIP Plan and Broadband. Meet each week with PSCB Chief and Fiscal manager to discuss SLIGP/SIGB progress.	92% of staff match, the remaining 5.19% of the 3Q state match was contributed by the SPOC, PSCB Chief and Division Fiscal.
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**13. Subcontracts (Vendors and/or Subrecipients) N/A**

**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
	Needs Assessment	Vendor	N	N			410,931	102,733	NA
	Meeting Facilitation	Vendor	N	N			(Inclusive)		
	Legal (MOU)	Vendor	N	N			(Inclusive)		
	Technical	Vendor	N	N			(Inclusive)		
	Website	Vendor	N	N			(Inclusive)		


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

**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	330,272	580,272	0	37,157	37,157
b. Personnel Fringe Benefits	56,850	75,104	131,954	0	12,386	12,386
c. Travel	181,026	14,157	195,183	4,840	13,743	18,583
d. Equipment	0	0	0	0	0	0
e. Materials/Supplies	9,400	1,832	11,232	0	0	0

f. Subcontracts Total	410,931	0	410,931	0	0	0
g. Other	908,208	32,739	940,947	0	0	0
h. Total Costs	1,816,415	454,104	2,270,519	4,840	63,286	68,126
i. % of Total	80%	20%	100%	7%	93%	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.</b>						
<b>16a. Typed or printed name and title of Authorized Certifying Official</b>				<b>16c. Telephone (area code, number, and extension)</b>		
Quinn Ness, Bureau Chief Public Safety Communications Bureau  PDF VERSION OF THIS PPR SIGNED BY QUINN NESS				406-444-6134		
				<b>16d. Email Address</b>		
				Qness@mt.gov		
<b>16b. Signature of Authorized Certifying Official</b>				<b>16e. Date Report Submitted (month, day, year)</b>		
				4/29/14 Revised 6/9/14		
				Quarter 3 PPR		

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