

| 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: | 810302402 |
| 3. Street Address | PO Box 200113, 124 No. Roberts Street, Mitchell Building | | 6. Report Date (MM/DD/YYYY) | 10/30/2015 |
| 5. City, State, Zip Code | Helena, Montana 59620 | | 7. Reporting Period End Date: (MM/DD/YYYY) | 9/30/2015 Rev 12/10/2015 |
| | | | 8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | 9. Report Frequency Quarterly <input checked="" type="checkbox"/> |
| 10a. Project/Grant Period | | | | |
| 8/1/2013 | | 10b. End Date: | 01/31/2018 | |
| 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 | 100 | | |
| 2 | Broadband Conferences | 1 | | |
| 3 | Staff Hires | 0 | | |
| 4 | Contract Executions | 2 | | |
| 5 | Governance Meetings | 3 | | |
| 6 | Education and Outreach | 200 | | |
| 7 | Subrecipient Agreement Executed | 0 | | |
| 8 | Stage 1 | Process Development | | |
| 9 | Stage 2 | Data Collection | | |
| 10 | Stage 3 | Analysing and Aggregating Data | | |
| 11 | Stage 4 | Data Submitted to FirstNet | | |
| 12 | | | | |
| 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>SIGB meetings were held July 14th, August 11th and September 8th. Data collection and determining priority coverage areas were primary topics of discussion. Staff offered recommendations that were supported by data collection and mapping. At the September 8th meeting, staff was asked to add tourist information to the data. The information was added and a final approval by the SIGB was achieved by conference call on September 22nd. On September 29th, unexpectedly, OEC send information on the Mobile Data Survey via pdf. This information was added to the submittal package and sent to FirstNet on September 29th. The data submission was time consuming yet rewarding as FN said the Montana data submission hit the "sweet spot"; and, that the only questions were: 1. is there any confidential information you don't want to make public because we intend to post the data in the Bidders Library; and, 2) do you think the survey results can be applied to the entire state. The answer to the first question is no, there is no confidential information in the data collection report. It is already posted on the SIGB and SLIGP state website. To the second question: a sample of 85 is not statistically significant in a universe of 9,000 public safety workers. Nonetheless, given the similarity of Montana cities, towns, counties and reservations, using the survey percentages and applying them to the entire state is likely to be accurate. Moreover, staff suggested that FN compare the Montana device and usage data to neighboring states as a way to calibrate percentage ratios. SIGB and Data Collection materials can be found at: https://sitsd.mt.gov/Public-Safety-Home-Page/SIGB-Main-Page</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. | | | | |
| Budget revision pending. | | | | |

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

As a follow-up to our tribal meeting of June 9th, we hosted a meeting on August 21st with the tribal nations. The purpose was to get input into tribal coverage area priorities. Staff generated individual maps for each reservation. The Blackfeet, Rocky Boy, Fort Belnap and Fort Peck tribes were in attendance. The Crow, Northern Cheyenne and Salish Kootenai were not in attendance. At the recommendation of Carl Rebstock, we contracted with Richard Broncheau to moderate/conduct the meeting. Although the maps were well received, there were no definitive priority coverage areas defined. Nonetheless, the SIGB included the tribal nations in its first recommendation to provide LTE 4 coverage to county seats and tribal headquarters. Note too that the Governor's Office of Indian Affairs is actively working with the seven tribal nations on the promise of FN and the Director has a seat on the SIGB. Note too that two (2) FEMA Officers sat in on the Tribal meeting and contributed to the discussion.

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% | | Change |
|----------------------------|------|--|-----------|
| SLIGP Project MGT (Inkind) | 100% | Work with and prepare presentations for SIGB; quarterly reports; supervise OR Coordinator; data collection for FN; prepare RFP, Contracts, MOU's; | No Change |
| SPOC (Inkind) | 5% | Single Point of Contact, Contract Officer, Supervises Bureau Chief and SLIGP Program Manager | No Change |
| PSCB Bureau Chief (Inkind) | 20% | Meeting and Conference attendance; Supervises SLIGP Program Manager | No Change |
| PSCB Fiscal MGT (Ink) | 3% | Liasion with State Accounting; fiscal reporting and procurement | No Change |
| OR Coordinator (Fed) | 100% | Contact with meeting facilitator; Schedule regional, state and local tribal meetings; develop contacts with local and tribal PSE's; Distribute FN materials; maintain website content with AA; Support SPOC, Bureau Chief and Project Manager. | No Change |
| AA to SIGB (Fed) | 50% | Maintain SIGB and SLIGP Web Sites; keep SIGB attendance records, minutes, scheduling, meeting set-up, travel claims processing from SIGB Members; and, | 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 | Generate Baseline Data Maps | State Agency | No | Y | 7/1/2015 | 9/30/2015 | \$17,172.00 | |
| Meeting Facilitator | Arrange a series of 18 regional meetings x 3 and 7 tribal meetings x 3 | Vendor | Yes | N | | | Subject to bid | |
| Namerican Consultant | Facilitate Helena Meeting with Tribal Nations | Vendor | NO | Y | 8/17/2015 | 9/1/2015 | \$3,700.00 | |

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

The Montana State Library will be extended because there may be additional requests from FN. Staff has discussed extending the Contract with the Library GIS supervisor and staff and they are willing to offer their services. The actual extension has not been formalized but is an action item for November, 2015. Additionally, the Meeting Facilitator will be selected in November, 2015. The RFP proposals have been received and the selection committee and rules established. The next step is ranking the three (3) proposals and holding a public meeting to go over the rankings and make a selection.

| 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 | \$77,567 | \$154,658 | \$232,225 |
| b. Personnel Fringe Benefits | \$56,850 | \$75,104 | \$131,954 | \$18,172 | \$39,122 | \$57,294 |
| c. Travel | \$181,026 | \$14,157 | \$195,183 | \$30,807 | \$13,744 | \$44,551 |
| d. Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| e. Materials/Supplies | \$9,400 | \$1,832 | \$11,232 | \$37,367 | \$1,832 | \$39,199 |
| f. Subcontracts Total | \$410,931 | | \$410,931 | \$3,700 | \$0 | \$3,700 |
| g. Other | \$908,208 | \$32,739 | \$940,947 | \$0 | \$0 | \$0 |
| h. Indirect | \$0 | | \$0 | | | \$0 |
| i. Total Costs | \$1,816,415 | \$454,104 | \$2,270,519 | \$167,613 | \$209,356 | \$376,969 |
| j. % of Total | 80% | 20% | 100% | 44% | 56% | 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 Ness, Chief, Public Safety Communications Bureau | | | | 16d. Email Address: | Qness@mt.gov | |
| 16b. Signature of Authorized Certifying Official: | | | | Date: 12/10/2015 | | |
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