

U.S. Department of Commerce  Performance Progress Report		2. Award or Grant Number 38-10-S13038			
		4. EIN 45-0309764			
1. Recipient Name State of North Dakota, Information Technology Department		6. Report Date (MM/DD/YYYY) 4/30/2014			
3. Street Address 600 East Boulevard Avenue, Dept. 117		7. Reporting Period End Date: 3/31/2013			
5. City, State, Zip Code Bismarck ND 58103		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		9. Report Frequency <input checked="" type="checkbox"/> Quarterly	
10a. Project/Grant Period Start Date: (MM/DD/YYYY) 09/01/2013	10b. End Date: (MM/DD/YYYY) 08/31/2016				
<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	244			
2	Broadband Conferences	5			
3	Staff Hires	0			
4	Contract Executions	0			
5	Governance Meetings	0			
6	Education and Outreach Materials	400			
7	Subrecipient Agreements	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>					
<p><b>Stakeholder Meetings</b> – During Q3, we hosted our second round of regional kickoff meetings. This round included meetings in Jamestown, Devils Lake, Minot, and Dickinson. The kickoff meetings outlined the overall SLIGP process, our process for developing a governance structure, needs assessments, LTE technology overview, and also outlined our working groups focused on developing more detailed evaluations of user needs. These meetings were attended by a very good cross section of 911 Coordinators, Emergency Managers, Fire, Law Enforcement, and also some potential secondary users such as Public Works, Game &amp; Fish, &amp; Corrections. After the first round, we modified this second round by offering a night session in each city so that volunteers with day jobs could attend. This proved to be successful, and yielded ~5 volunteers at each meeting.</p> <p>We were also invited to speak at the ND Fire Chiefs annual meeting, the 911 association quarterly meeting, and an Eastern region Emergency Management meeting.</p> <p><b>Broadband Conferences</b> – We sent five attendees to the SLIGP conference in Phoenix.</p> <p><b>Staff Hires</b> – We continue to use the part time services of a Program Manager, Accountant, CIO, CFO, Project Sponsor, Project Management Specialist, and a Procurement Officer. This group's collective hours directly attributable to the project for Q3 total to .6 FTE's, an increase of .12 FTE's from Q2. The SWIC is also contributing time to the project, but we are</p>					

not expecting to bill any of this time to the grant.

**Governance Meetings** – Our SIEC meeting during this quarter was rescheduled due to bad winter weather, that will result in 2 governance meetings next quarter.

Our governance interviews have mostly commenced. In early Q4, we will be reviewing these and making determinations on how to finalize our governance structure.

**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.**

We feel like Q3 is a good indication of how future quarters should progress. Individual staff FTE calculations will vary each quarter, with some support staff not always contributing each quarter, though they still remain a part of the team.

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

We continue to yield very positive results by coordinating our message with individual disciplinary agencies.

**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.**

We continue to ramp up the allocation of part time resources. We expect this to continue as planned.

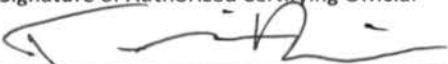
**12b. Staffing Table**

Job Title	FTE %	Project(s) Assigned	Change
Program Manager	44	Development of program activities and oversight of Subcontractors	No Change
Project Sponsor	9	Oversight of Program Manager and Subrecipient, steering of project	No Change
CIO	7	Oversight of project, interface with Governor's Office	No Change
CFO	0	Oversight of financial planning, tracking, and reporting practices	No Change
Accountant	0	Execution of financial tracking, and reporting practices	No Change
Project Management Specialist	0	Development of project management methodology	No Change
Procurement Officer	0	Develop, implement, and oversight of contract for subrecipient services	No Change

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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
Televate, LLC	SLIGP Support	Vendor	Y	Y	10/15/13	10/14/16	\$539,753	N/A	
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13b. Describe any challenges encountered with vendors and/or subrecipients.									
None.									
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	105,740	75,444	181,184	-	28,712	28,712			
b. Personnel Fringe Benefits	34,894	24,897	59,791	-	12,830	12,830			
c. Travel	157,972	7,399	165,371	9,126	796	9,922			
d. Equipment	-	-	-	-					
e. Materials/Supplies	22,563	-	22,563	8		8			
f. Subcontracts Total	796,286	70,000	866,286	95,754		95,754			
g. Other	50,520	114,254	164,774	80	58,480	58,560			
h. Total Costs	1,167,975	291,994	1,459,969	104,967	100,818	205,785			
i. % of Total	80%	20%	100%	51%	49%	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)				
Travis Durick					701.328.1125				
Program Manager					16d. Email Address				
					tdurick@nd.gov				

<b>16b. Signature of Authorized Certifying Official</b> 	<b>16e. Date Report Submitted (month, day, year)</b> 4/30/2014
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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.