

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 33-10-S13033
1. Recipient Name New Hampshire Department of Safety		4. EIN 02-6000618
3. Street Address 33 Hazen Drive		6. Report Date (MM/DD/YYYY) 07/29/2014
5. City, State, Zip Code Concord, NH 03305		7. Reporting Period End Date: 6/30/2014
		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		9. Report Frequency <input type="checkbox"/> Quarterly
10a. Project/Grant Period Start Date: (09/01/2013)	10b. End Date: (MM/DD/YYYY) 08/31/16	

11. List the individual projects in your approved Project Plan					
	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	1,328 (people attended)	n/a	n/a	n/a
2	Broadband Conferences	1	n/a	n/a	n/a
3	Staff hires	0	n/a	n/a	n/a
4	Contract Executions	0	n/a	n/a	n/a
5	Governance Meetings	4	n/a	n/a	n/a
6	Education and Outreach Materials	1,328 (informational / educational manuals)	n/a	n/a	n/a
7	Subrecipient Agreements Executed	0	n/a	n/a	n/a
8	Phase II Activities	N/A			

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.

The following stakeholder meetings were held during this quarter:

04/07/14: Emergency Communications Committee – 9 people attended
04/11/14: Telecommunications Planning & Development – 14 people attended
04/16/14: North Country Interoperability Consortium – 12 people attended
04/17/14: Meeting w/Motorola Reference Troop B – 13 people attended
05/16/14: Broadband Mapping & Planning Conference – 190 people attended
05/20/14: Mutual Fire Aid Federation – 2 people attended
05/30/14: ACEPS Meeting with Governor – 40 people attended
06/10/14: FCC Region 19 800 MHz Advisory Committee – 19 people attended
06/10/14: FCC Region 19 700 MHz Advisory Committee – 19 people attended
06/11/14: 10th Annual NH Emergency Preparedness Conference – 950 people attended
06/12/14: Telecommunications Planning & Development Advisory Committee – 9 people attended

(continued on next page)

06/12/14: North Country Cell Service Project – 8 people attended
 06/18/14: Network NH Now – Reception – 43 people attended

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.

At this time, we do not anticipate any changes to take place the next quarter.

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

NH DOS received approval from the State Legislature (01-15-2014) to formally accept these grant funds and establish financial accounting capabilities. Progress to date has been taking measures to develop the Governance that will provide authority to the Statewide Interoperability Executive Committee (SIEC) through an Executive Order signed by the Governor of New Hampshire. Expected to be also signed by the Governor as well is the “single point of contact” transitioned to the newly hired NH-SWIC. Information provided by conference calls with NTIA and along with US DHS EOC has allowed NH to select a date (March 20th, 2014) for the Broadband 101/Planning Technical Assistance (TA) along with the Executive Summary and an informational session about FirstNet. Progress regarding FirstNet and defining the SWIC’s position has been to collaborate with FEMA Region 1 States through regional planning sessions. Attendance to the NCSWIC and RECCWG conferences, along with FirstNet Webinars has been instrumental in this capacity.

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

N/A

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.

As stated in the Baseline/Expenditure Plan, NHDOS anticipates hiring a Business Systems Analyst in the future. This is under evaluation at this time.

12b. Staffing Table

	FTE %	Project(s) Assigned	Change
SWIC	0.75	Management and coordination of grant project activities.	No change.
Program specialist III	.01	Financial Tracking and Reporting	No change.

Add Row

Remove Row

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
N/A									

Add Row

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

None at this time.

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	280,698	144,357	425,055	336	50,626	50,962
b. Personnel Fringe Benefits	151,617	75,616	227,233	66	3,872	3,938
c. Travel	30,168	0	30,168	1,330	99	1429
d. Equipment	0	0	0	0	0	0
e. Materials/Supplies	19,445	0	19,445	10	0	10
f. Subcontracts Total	335,550	0	335,550	0	0	0
g. Other	11,080	0	11,080	496	0	496
Indirect	51,329	0	51,329	232	0	232
h. Total Costs	879,887	219,973	1,099,860	2,470	54,597	57067
i. % of Total	80%	20%	100%	4%	96%	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

Pamela Urban-Morin, Grant Administrator

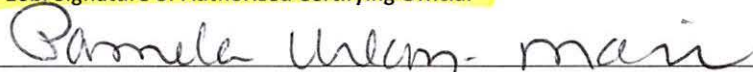
16c. Telephone (area code, number, and extension)

(603) 271-7663

16d. Email Address

Pamela.Urban-Morin@dos.nh.gov

16b. Signature of Authorized Certifying Official



16e. Date Report Submitted (month, day, year)

July 29, 2014

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.

