

U.S. Department of Commerce		2. Award or Grant Number 46-10-S13046			
Performance Progress Report		4. EIN 46-6000364			
1. Recipient Name South Dakota Bureau of Information and Telecommunications		6. Report Date (MM/DD/YYYY) 010/15/2014			
3. Street Address 700 Governor's Drive		7. Reporting Period End Date: 07/01/2014 – 09/30/2014			
5. City, State, Zip Code Pierre, SD 57501		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9. Report Frequency X Quarterly		
10a. Project/Grant Period Start Date: 08/01/2013	10b. End Date: 07/31/2016				
<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	2 meetings, 20 attendee's			
2	Training Sessions	TBD (Phase 2)			
3	Broadband Conferences	0			
4	Staff Hires	0			
5	Contract Executions	0			
6	Governance	0			
7	Education & Outreach Materials	225			
8	Phase 2 Activities	N/A			
<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>(1) Stakeholder meetings. Have met with Madison PD and Fire Dept.</p> <p>(2) Training Sessions. Phase 2 activity as envisioned.</p> <p>(3) Broadband Conferences. No activity this quarter.</p> <p>(4) Staff Hires.</p> <p>(5) Contract Executions. No progress on this as of yet.</p> <p>(6) Governance. No meetings this quarter, next meeting scheduled for October 14<sup>th</sup>.</p> <p>(7) Education &amp; Outreach Materials. We continue to update and work with those interested in our website (psbn.sd.gov), our twitter feed @sdpsbn, and our Facebook page. We developed fire and law enforcement documents for South Dakota. South Dakota Municipal League conference (200 sets of materials distributed), City of Madison (25).</p> <p>(8) Phase 2 Activities. Nothing authorized yet.</p>					
<b>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.</b>					

We were informed that small changes (less than 10%) of the award amount could be used for acceptable purposes not outlined in the current plan. We will be using a limited amount of funding for personal services (salary and benefits) for a project manager that will help coordinate the outreach. As a new baseline plan will need to be submitted prior to Phase 2 expenditures, a modification will be inserted into that submission.

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

Commercial offerings in South Dakota encompass between 93-94% of our geography (Drive tested by our state SBI initiative), which provides the first responder community with a fairly robust data network. Because of the current capabilities and the smaller user base in a rural state such as South Dakota, the service provided by the commercial carriers is meeting the need for mobile data services here. When the first responder community is approached about the concept of a new service with unknown coverage and unknown cost, they are less than enthusiastic. (Added 10-10-2014) We are beginning to generate some interest in the fire services, still no resounding call for the service, but at least generating some feedback and questions.

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

We have loaded our entire user community into the CASM tool. This database has then ben utilized for mailings and other outreach efforts. We are also ramping up for the Mobile Data Survey Tool to generate additional feedback.

**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 are still struggling to come up with an approach that resonates with our first responder community, and outreach efforts to this point have been met with very lukewarm response. Our original plan called for substantial expense for contractors and travel, which at this point we do not feel a good use of resources. We are working to get the Mobile Data Survey Tool (MDST) on line in an effort to find any potential issues with the commercial offerings to see if we can come up with a more effective approach, and will continue to hit the first responder larger meetings to answer any questions.

**12b. Staffing Table -**

Job Title	FTE %	Project(s) Assigned	Change
Statewide Project Coordinator	10	Provide oversight of all SLIGP project activities	No change
Financial Assistant		Provide support for budget management, procurement, and processing invoices	No change
Administrative Staffing Assistant	5	Provide administrative support for grant management	No change
Engineering Assistant		Provide administrative support for grant management	No change
Program Manager	10	Provide administrative support for governance process	No change
Radio System Chief Engineer	10	Provide engineering expertise and staffing for project	No change

Add Row

Remove Row

**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	RFP/RFQ	Contract	Start	End	Total Federal	Total Matching	Project and % Assigned
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		(Vendor/Subrec.)	Issued (Y/N)	Executed (Y/N)	Date	Date	Funds Allocated	Funds Allocated	
Legal Rep	Formalize agreements with local governments	Vendor	N	N	TBD	TBD	\$75,000		NA
Regional Contractors (3)	Provide outreach & data collection statewide	Vendor	N	N	TBD	TBD	\$180,000	0	NA
Regional Plan Coordinator	Align the SD plan with other states and look to utilize regional resources	Vendor	N	N	TBD	TBD	\$180,000		
SCIP Contractor	Help the State update the Broadband portion of the SCIP	Vendor	N	N	TBD	TBD	\$30,000		100% Completed with OEC SCIP workshop

Add Row

Remove Row

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

Web site was done, in-house rather than being contracted out. Personal service dollars only. We may need additional integrated down the road for data collection, but do not anticipate significant cost.

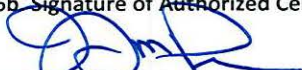
SCIP update was completed with a workshop put on by OEC. We are going to retain this line item in case we have further requirements for this category.

**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	0.00	55,683.00	\$55,683.00	4,362.32	20,198.71	24,561.03
b. Personnel Fringe Benefits	0.00	11,137.00	\$11,137.00	1,174.73	2,779.34	3,954.07
c. Travel	240,579.00	127,684.00	\$368,263.00	1,916.59	11,521.35	13,437.94
d. Equipment	21,000.00	0.00	\$21,000.00	0.00	0.00	0.00
e. Materials/Supplies	20,439.00	28,984.00	\$49,423.00	0.00	355.79	355.79
f. Subcontracts Total	843,000.00	51,000.00	\$894,000.00	1,236.00	0.00	1,236.00
g. Other	113,085.00	35,040.00	\$148,125.00	96.95	0.00	96.95
h. Total Costs	\$1,238,103.00	\$309,528.00	\$1,547,631.00	\$8,786.59	\$34,855.19	\$43,641.78
i. % of Total	80%	20%	100%	20%	80%	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.	
<b>16a. Typed or printed name and title of Authorized Certifying Official</b>  JEFF PIERCE, PROGRAM ADMINISTRATOR	<b>16c. Telephone (area code, number, and extension)</b>  605-773-4347
	<b>16d. Email Address</b>  Jeff.Pierce@state.sd.us
<b>16b. Signature of Authorized Certifying Official</b> 	<b>16e. Date Report Submitted (month, day, year)</b>  11-3-2014

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.