U.S. Department of Commerce SLIGP 2.0 Performance Progress Report					2. Award or Grant Number:	78-10-S18078
					4. EIN:	66-0431678
1. Recipient Name	United States Virgin Islands- Office of the Governor - Bureau of Information Technology				6. Report Date (MM/DD/YYYY)	04/27/2020
3. Street Address	8000 Nisky Shopping Center, Suite 600 A				7. Reporting Period End Date: (MM/DD/YYYY)	03/31/2020
5. City, State, Zip Code	Charlotte Amalie, VI 00802				8. Final Report Yes ☐ No ☒	9. Report Frequency Quarterly ☒

10a. Project/Grant Period				
Start Date: (MM/DD/YYYY)	03/01/2018	10b. End Date: (MM/DD/YYYY)	03/31/2021	

11. List the individual projects in your approved Project Plan

	Activity Type (Planning, Governance Meetings, etc.)	Was this Activity Performed during the Reporting Quarter? (Yes/No)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category
Activities/Metrics for All Recipients during the Reporting Quarter				
1	Governance Meetings	Yes	2	*Actual number of governance, subcommittee, or working group meetings related to the NPSBN held during the quarter*
2	Individuals Sent to Broadband Conferences	No		*Actual number of individuals who were sent to national or regional third-party conferences with a focus area or training track related to the NPSBN using SLIGP grant funds during the quarter*
3	Convened Stakeholder Events	No		*Actual number of events coordinated - or held using SLIGP grant funds during the quarter, as requested by FirstNet.*
4	Staff Hired (Full-Time Equivalent)(FTE)	No		*Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal).*
5	Contracts Executed	No		*Actual number of contracts executed during the quarter.*
6	Subrecipient Agreements Executed	No		*Actual number of agreements executed during the quarter.*
7	Data Sharing Policies/Agreements Developed	No		*Yes or No if data sharing policies and/or agreements were developed during this reporting quarter.*
8	Further Identification of Potential Public Safety Users	No		*Yes or No if further identification of potential public safety users occurred during this reporting quarter.*
9	Plans for Emergency Communications Technology Transitions	Yes		*Yes or No if plans for future emergecy communications technology transitions occurred during this reporting quarter.*
10	Identified and Planned to Transition PS Apps & Databases	No		*Yes or No if public safety applications or databases within the State or territory were identified and transition plans were developed this reporting quarter*
11	Identify Ongoing Coverage Gaps	No		*Yes or No if participated in identifying ongoing coveage gaps using SLIGP funds during this reporting quarter.*

12	Data Collection Activities	No		*(Opt-In and Opt-Out Post-SMLA Phase Only)* Yes or No if participated in data collection activities as requested by FirstNet or

Activities for Opt-Out States only in the Pre-SMLA Phase during the Reporting Quarter

13	Stakeholders Engaged			*Actual number of individuals reached via stakeholder meetings or events during the quarter.*
14	Education and Outreach Materials Distributed In-Person			*Actual number of materials distributed in-person during this quarter.*
15	Education and Outreach Materials distributed Electronically			*Actual volume of hits or impressions to any website, e-newsletter, social media post, or other account supported by SLIGP during the quarter.*

11a. Narrative description for each activity reported in Question 11 for this quarter; any challenges or obstacles encountered and mitigation strategies you have employed; planned major activities for the next quarter; and any additional Milestone Activities:

Territory-wide Communication Interoperability Governance Board meeting was held on January 15, 2020, and a special session was held on January 29, 2020. The meetings were attended by 9 and 10 individuals respectively. While the special session centered around reveiewing and approving the Governance Board Charter and By-Laws, as well as prioritizing communications goals to be acheived during the 2020 calendar year, the NPSBN/FirstNet was a major focal point at both sessions.   BIT has subscribed to Firstnet and is working with FirstNet/AT&T to ensure that all accounts have been migrated. BIT leadership team meets with FirstNet/AT&T biweekly to disuss the status of the account and the progress of the NPSBN buildout. Discussions continues around the topic of developing Emergency Response plans, Devices and maintainance response time and approach. FirstNet/AT&T began the territorywide buildout of fiber to the towersites; however, a stop order has been issued by the local government citing the need to utilize existing infrastructure through connection to the middle mile. BIT coordinated a mobile network prrof of concept (POC) to support the CAD project, this POC includes equipment from three vendors (CradlePoint, Sierra Wireless & Peplink) and SIM cards provided by AT&T/FirstNet, and the local carrier Viya. POC is ongoing at this time. The FirstNet VI team, in coordination with the Public Safety Communications team are facilitating ongoing discussions on LMR to LTE transition, as well as analog to digital migration to P25.
 The SPOC team participated in several initiatives and meetings related to public safety communications. The local emergency operations center (EOC) was activated in March, in response to the COVID-19 pandemic. FirstNet/AT&T has pledged their support.
Other activities:
-Participated in SLIGP quarterly call.

Planned Major activities for next quarter:
- Continue procurement process for securing Technical Experts/consultant services contract.

12. Personnel

12a. Staffing Table - *Please include all staff that have contributed time to the project with current quarter's utilization. Please only include FTE staff employed by the state not contractors. Please do not remove individuals from this table.*

Job Title	FTE%	Project (s) Assigned	Change
Program Manager	100%	Program Management of SLIGP Grant	

12b. Narrative description of any staffing challenges, vacancies, or changes.
N/A

13. Contractual (Contract and/or Subrecipients)

13a. Contractual Table – Include all contractors. The totals from this table should equal the "Contractual" in Question 14f.

Name	Subcontract Purpose	Type (Contract/Subrec.)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated

13b. Narrative description any challenges, updates, or changes related to contracts and/or subrecipients.

N/A

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)	NTE Total Federal Funds Approved (2)	NTE Total Matching Funds Approved (3)	NTE Total Budget (4)	Federal Funds Obligated to Date (5)	Matching Funds Approved to Date (6)	Total Budget to Date (7)	Federal Funds Expended (8)	Approved Matching Funds Expended (9)	Total funds Expended (10)
a. Personnel Salaries	$213,077.00		$213,077.00	$213,077.00		$213,077.00	$135,466.29		$135,466.29
b. Personnel Fringe Benefits	$95,885.00		$95,885.00	$95,885.00		$95,885.00	$59,196.70		$59,196.70
c. Travel	$40,440.00		$40,440.00	$40,440.00		$40,440.00	$39,494.72		$39,494.72
d. Equipment	$0.00		$0.00	$0.00		$0.00	$0.00		$0.00
e. Materials/Supplies	$10,314.00		$10,314.00	$10,314.00		$10,314.00	$6,013.33		$6,013.33
f. Contractual	$127,176.00		$127,176.00	$127,176.00		$127,176.00	$0.00		$0.00
g. Other	$5,200.00		$5,200.00	$5,200.00		$5,200.00	$11,033.00		$11,033.00
h. Indirect	$0.00		$0.00	$0.00		$0.00	$0.00		$0.00
i. Total Costs	$492,092.00	$0.00	$492,092.00	$492,092.00	$0.00	$492,092.00	$251,204.04	$0.00	$251,204.04
j. Proportionality Percent	100.00%	0.00%	100.00%	100.00%	0.00%	100.00%	100.00%	0.00%	100.00%

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: Rupert O. Ross Director	16c. Telephone (area code, number, and extension)	340-713-0354 Ext. 5510
16b. Signature of Authorized Certifying Official:	16d. Email Address:	rupert.ross@bit.vi.gov
	Date:	04/27/2020

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