

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 51-10-S13051			
		4. EIN 54-6002286			
1. Recipient Name: Virginia Department of Emergency Management		6. Report Date (10/30/2014)			
3. Street Address: 10501 Trade Court		7. Reporting Period End Date: 09/30/2014			
5. City, State, Zip Code Richmond, VA 223236		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: (08/01/2013)	10b. End Date: (07/31/2016)				
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 meeting	126			
2	Hiring Personnel	0			
3	Broadband Conferences	0			
4	Contract Executions	0			
5	Education and Outreach Materials	0			
6	Governance Meetings	0			
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.					
<ol style="list-style-type: none"> 1. Stakeholder Meetings – During this quarter the RPACI regular quarterly meetings were postponed until the APCO Conference in October. However, there were several informal meetings to discuss local projects that being implemented with other funding and to discover how these projects will or could relate/affect the broadband activities. The SWIC office engaged in several opportunities to discuss the FirstNet Directives and RFI with the Commonwealth’s Public Safety Officials in the Governor’s Cabinet. 2. Hiring Personnel – An Interim SWIC has been appointed by the current Administration. The SWIC has also developed an RFP in draft form that has been delivered to the Public Safety Deputy Secretary for approval. The RFP will be the body shop contract to staff the broadband office as well as other deliverables in the SOW 3. Broadband Conferences – 4. Contract Executions – As stated in item 2, the administration will delay on making any contractual decisions until the new SWIC is hired. 5. Education and Outreach Materials – 6. Governance Meetings – There were no meetings this quarter with the anticipation of the APCO conference in October. 					
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.					

1. None at this time

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

1. None at this time

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

1. None at this time

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.

1. The project is not fully staffed during this quarter. At this time this should not impact the program.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
SWIC	50%	PSBN, FirstNet,	

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
Data Collection	To collect information from stakeholders for PSBN	Vendor	N	N			\$280,000		
Project Manager/Subject Matter Experts	Assist in development of planning for est of NPSBN	Vendor	N	N			\$1,147,380		
Regional Coordination/Outreach/Office Mgr	Organize stakeholder meetings; maintain website and awareness	Secretariat Office of Public Safety and Homeland Security	Y	Y	10/1/2013	6/30/15	\$402,480		

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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.

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