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13b. Describe any challenges encountered with vendors 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)   | 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        | 262,926.00                | 81,634.00                   | 344,560.00       | 48,123.11                  | 41,024.28                            | 89,147.39                |
| b. Personnel Fringe Benefits | 87,537.00                 | 7,258.00                    | 94,795.00        | 18,224.42                  | 3,880.26                             | 22,104.68                |
| c. Travel                    | 34,506.00                 | 0                           | 34,506.00        | 10,770.61                  | 0                                    | 10,770.61                |
| d. Equipment                 | 0                         | 0                           | 0                | 0                          | 0                                    | 0                        |
| e. Materials/Supplies        | 12,000.00                 | 0                           | 12,000.00        | 280.62                     | 0                                    | 280.62                   |
| f. Subcontracts Total        | 178,285.00                | 89,113.00                   | 267,398.00       | 0                          | 0                                    | 0                        |
| g. Other Costs               | 6,431.00                  | 0                           | 6,431.00         | 4,343.36                   | 0                                    | 4,343.36                 |
| h. Other (Indirect Costs)    | 129,256.00                | 0                           | 129,256.00       | 0                          | 0                                    | 0                        |
| i. Total Costs               | 710,941.00                | 177,735.00                  | 888,676.00       | 81,742.12                  | 44,904.54                            | 126,646.66               |
| j. % of Total                | 80%                       | 20%                         | 100%             | 65%                        | 35%                                  | 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

Terry LaValley  
Criminal Justice Services, Communication Manager  
Vermont Department of Public Safety

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

802-241-5215

16d. Email Address

grantnotification@listserv.dps.state.vt.us

16b. Signature of Authorized Certifying Official



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

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

| <b>U.S. Department of Commerce</b>   |  | <b>2. Award or Grant Number</b><br>50-10-S13050  |   |   |  |
|--|--|--|---|---|--|
| <b>Performance Progress Report</b>   |  | <b>4. EIN</b><br>03-6000264  |   |   |  |
| <b>1. Recipient Name</b><br>Vermont Department of Public Safety            |  | <b>6. Report Date (MM/DD/YYYY)</b>   |   |   |  |
| <b>3. Street Address</b><br>103 South Main Street                          |  | <b>7. Reporting Period End Date:</b><br>12/31/2015   |   |   |  |
| <b>5. City, State, Zip Code</b><br>Waterbury, Vermont 05671-2101           |  | <b>8. Final Report</b><br><input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No | <b>9. Report Frequency</b><br><input checked="" type="checkbox"/> Quarterly |   |  |
| <b>10a. Project/Grant Period</b><br>Start Date: (MM/DD/YYYY)<br>08/01/2013 | <b>10b. End Date: (MM/DD/YYYY)</b><br>01/31/2018                       |  |   |   |  |
| <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   | 1382 (attendees)   |   |   |  |
| 2  | Broadband Conferences  | 1 (two attended)   |   |   |  |
| 3  | Staff Hires  | 0  |   |   |  |
| 4  | Contract Executions  | 0  |   |   |  |
| 5  | Governance Meetings  | 1 meetings / 11 attendees  |   |   |  |
| 6  | Education and Outreach Materials                                       | 2463   |   |   |  |
|  | Phase 2 – Coverage   | Stages 2,3 & 4   |   |   |  |
|  | Phase 2 – Users and their Operational Area                             | Stages 2,3 & 4   |   |   |  |
|  | Phase 2 – Capacity Planning  | Stages 2,3 & 4   |   |   |  |
|  | Phase 2 – Current Providers/Procurement                                | Stages 2,3 & 4   |   |   |  |
|  | Phase 2 – State Plan Decision  | Stage 1  |   |   |  |

**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.**

In the Quarter ending 12/31/15 Vermont has made significant progress with activities and milestones on the SLIGP grant. In this reporting period we talked with over 1,382 members of the public safety community regarding FirstNet and Vermont's planning activities to prepare for the National Public Safety Broadband Network. During this quarter Vermont has:

- Continued to meet regularly as the Public Safety Broadband Commission: <http://psbc.vermont.gov/content/meeting-minutes-and-agendas>.
- Direct mailed every Police, Fire, and EMS entity in the state our quarterly newsletter to keep them updated on the progress of FirstNet and Vermont's efforts to prepare for the National Public Safety Broadband Network.
- Through phone, in person meetings, website communications, newsletter communications, and community presentations; reached 2,545 members of the public safety community.
- Launched a quarterly newsletter to remain engaged with the public safety community.
- Direct mailed 230 + telecommunications service providers in Vermont to inform them about FirstNet, the Public Safety Broadband Commission and equip them with the appropriate resources to engage with FirstNet's national Request for Proposal process.
- Tabled at the Vermont Police Association annual conference, the largest police organization in Vermont.
- We plan on meeting with every LEPC and EMS District again to update them on FirstNet's recently released RFP.
- We plan on helping schedule Mike Varney, FirstNet's Region 1 Lead, to present at several large first responder organizations representing EMS, Police, and Fire in Vermont.

**Challenges:** There is always more work to be done in preparing Vermont's first responder community for FirstNet. In carefully managing public perception and expectations, it is challenging to strike the right balance between being in the field with first responders and communicating national updates, with so many of the network variables still unknown; cost, devices, lead time to build out the network, etc. We were excited to see the RFP released on time and plan on incorporating information from it into our presentations, as the RFP helps first responders see that there is progress on the project. Our public safety community remains cautiously optimistic about the National Public Safety Broadband Network. Their concerns about the network are echoed in every corner of Vermont; Rural Coverage, Cost, A-Line issues with Canada, and the ability for the network to work in remote areas that currently lack any access to mobile broadband.

**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.**

No changes are anticipated at this time. However, we reserve the right to make changes as the Vermont program continues to develop.

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

Our match funding is not in proportion, on September 2, 2015 NTIA granted DPS "relief from need to maintain proportionality throughout the period of performance". We processed the corrections as we indicated on the PPR ending 9/30/15 however; we are still not in proportion. This is due to the contract for \$89,113.00 that came in way under the estimated cost (\$25,774.00). We will need to repurpose these remaining funds in order to meet our match obligation.

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

**Success Stories:** We completed our initial presentation to every EMS District in the state and are 2 presentations away from presenting to every Local Emergency Planning Commission. It is clear from these meetings that name recognition of FirstNet has greatly increased since the start of our outreach efforts last June. In recent presentations when our outreach team asks about if anyone has heard of FirstNet, we are seeing signs that the word is getting out through the show of hands in each of our audiences. We mailed our quarterly newsletter to every public safety entity in the state, which has spread more awareness of FirstNet. Additionally, we sent out a notification of the partnership potential with FirstNet to every commercial carrier that operates in Vermont.

**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.**

**12b. Staffing Table**

| Job Title             | FTE % | Project(s) Assigned  | Change |
|-----------------------|-------|--|--------|
| IT Project Manager IV | 100%  | Managing Education and Outreach, Project Management of SLIGP, and contractor / sub-contractor management |        |
| Project Manager       | 100%  | Temporary 100% FTE – not to exceed 1,280 hours (State Funded Personnel)                                  |        |
| Project Manager       | 100%  | Temporary 100% FTE – not to exceed 1,280 hours (State Funded Personnel)                                  |        |
| Project Manager       | 100%  | Temporary 100% FTE – not to exceed 1,280 hours (State Funded Personnel)                                  |        |

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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) | Contract Executed (Y) | Start Date | End Date | Total Federal Funds Allocated | Total Matching Funds Allocated | Project and % Assigned |
|--------|---------------------------------------|----------------------------|--------------------|-----------------------|------------|----------|-------------------------------|--------------------------------|------------------------|
| AppGeo | GIS services and Technical advising   | GIS vendor                 |                    |                       | 9/1/15     | 10/30/15 |                               | \$25,773.96                    |                        |
| TBD    | Project Manager for Technical Support | Personal Services Contract | N                  | N                     | TBD        | TBD      | 199,840                       |                                | 0%                     |