

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	50-10-S-13050
				4. EIN:	03-6000264
1. Recipient Name	Vermont Department of Public Safety			6. Report Date (MM/DD/YYYY)	6/30/2016
3. Street Address	45 State Drive			7. Reporting Period End Date: (MM/DD/YYYY)	6/30/2016
5. City, State, Zip Code	Waterbury, VT 05671-1300			8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)		8/1/2013	10b. End Date: (MM/DD/YYYY)	1/31/2018	
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	270	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	1	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter		
3	Staff Hired (Full-Time Equivalent)(FTE)	1	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)		
4	Contracts Executed	0	Actual number of contracts executed during the quarter		
5	Governance Meetings	2 (22) Attendees	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	3,455	Actual volume of materials distributed (inclusive of paper and electronic materials) plus hits to any website or social media account supported by SLIGP during the quarter		
7	Subrecipient/Agreements Executed		Actual number of agreements executed during the quarter		
8	Phase 2 - Coverage		For each Phase 2 milestone category, please provide the status of the activity during the quarter: • Stage 1 - Process Development • Stage 2 - Data Collection in Progress • Stage 3 - Collection Complete; Analyzing/Aggregating Data • Stage 4 - Data Submitted to FirstNet • Stage 5 - Continued/Iterative Data Collection • Stage 6 - Submitted Iterative Data to FirstNet		
9	Phase 2 - Users and Their Operational Areas				
10	Phase 2 - Capacity Planning				
11	Phase 2 - Current Providers/Procurement				
12	Phase 2 - State Plan Decision				
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.					
<p>In the quarter ending 6/30/2016 Vermont made significant progress in expanding our outreach to members of our first responder community. We hired a FirstNet outreach manager, which enabled us to develop new presentation materials, outreach to more individual first responders within their service area, and expand our outreach efforts by producing a YouTube briefing and new E-newsletter format.</p> <p>Continued meeting as the Public Safety Broadband Commission: http://psbc.vermont.gov/content/commission-meeting-minutes.</p> <p>Through in-person meetings, website communications, newsletter communications, and community presentations; reached 3,455 members of the public safety community.</p> <p>Participated in our regional CTT meeting on Quality, Performance and Preemption.</p> <p>Contacted via email and phone, 58 law enforcement agencies and 30 fire departments, to schedule in-person presentations and/or alert to the posted online briefing on YouTube.</p> <p>Challenges: We were pleased to welcome on board our new Outreach Manager Lisa Helme. Time was spent in orientation and in training her on the FirstNet project. As we anticipate the announcement of the national vendor selected through the RFP process, our staff is challenged to find ways to continue engagement with the first responder community during this waiting period. We have begun plans to hold a technology fair or conference in the fourth quarter to recognize</p>					

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 as 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.

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.
 Our staff worked to successfully update our email contact list for first responders to enable us to effectively distribute an e-newsletter version of our printed newsletter. We successfully sent the e-newsletter out to 710 members of the first responder community and noted a corresponding engagement with the stories through our web statistics. We have also found our fire services community receptive to a newly developed user-focus presentation that covers how FirstNet will

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 - Please include all staff that have contributed time to the project. Please do not remove individuals from this table.

Job Title	FTE%	Project (s) Assigned	Change
IT Project Manager IV	100	Managing Education and Outreach, Project Managements of SLIGP, and contractor/sub-contractor management	Permanently Vacant New Position title added in April 2016
FirstNet Outreach Manager	100	Managing Education and Outreach, Project Managements 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)	
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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/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
AppGeo	GIS Services and Technical advising	GIS Vendor	Y	Y	9/1/2015	10/30/2015		\$25,773.98
TBD	Project Manager for Technical Support	Personal Services Contract	N	N	TBD	TBD	\$199,840.00	

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	\$81,364.00	\$344,290.00	\$54,580.00	\$56,081.00	\$110,661.00	
b. Personnel Fringe Benefits	\$87,537.00	\$7,258.00	\$94,795.00	\$21,645.00	\$6,203.00	\$27,848.00	
c. Travel	\$34,506.00	\$0.00	\$34,506.00	\$14,752.00	\$0.00	\$14,752.00	
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
e. Materials/Supplies	\$12,000.00	\$0.00	\$12,000.00	\$1,016.00	\$0.00	\$1,016.00	
f. Subcontracts Total	\$178,285.00	\$89,113.00	\$267,398.00	\$0.00	\$0.00	\$0.00	
g. Other	\$6,431.00	\$0.00	\$6,431.00	\$4,875.00	\$0.00	\$4,875.00	
h. Indirect	\$129,256.00	\$0.00	\$129,256.00	\$0.00	\$0.00	\$0.00	
i. Total Costs	\$710,941.00	\$177,735.00	\$888,676.00	\$96,868.00	\$62,284.00	\$159,152.00	
j. % of Total	80%	20%	100%	61%	39%	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:				16c. Telephone (area code, number, and extension)	802-241-5216		
Terry LaValley, Criminal Justice Services, Communications Manager, Vermont Department of Public Safety				16d. Email Address:	grantnotification@listserv.dps.state.vt.us		
16b. Signature of Authorized Certifying Official:				Date: Aug 19, 2011			
							