

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	53-10-S13053-0
				4. EIN:	91-6001095
1. Recipient Name	State of Washington			6. Report Date (MM/DD/YYYY)	1/30/2017
3. Street Address	Building 20, Aviation Drive			7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2016
5. City, State, Zip Code	Camp Murray, Washington 98430			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)	09/01/2013	10b. End Date: (MM/DD/YYYY)	02/28/2018		
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, etc.)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	13,808	<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>		
2	Individuals Sent to Broadband Conferences	3	<i>Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter</i>		
3	Staff Hired (Full-Time Equivalent)(FTE)	0	<i>Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)</i>		
4	Contracts Executed	0	<i>Actual number of contracts executed during the quarter</i>		
5	Governance Meetings	2	<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>		
6	Education and Outreach Materials Distributed	4,328	<i>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</i>		
7	Subrecipient Agreements Executed	0	<i>Actual number of agreements executed during the quarter</i>		
8	Phase 2 - Coverage	Stage 5: Continued iterative data collection	<i>For each Phase 2 milestone category, please provide the status of the activity during the quarter:</i> <ul style="list-style-type: none"> • 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	Stage 5: Continued iterative data collection			
10	Phase 2 – Capacity Planning	Stage 5: Continued iterative data collection			
11	Phase 2 – Current Providers/Procurement	Stage 2, 3, 4, 5: Continued iterative data collection			
12	Phase 2 – State Plan Decision	Stage 3, 4, 5: Analyzing/aggregating data			

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.

Accomplishments and Progress Updates:

- The transition of the SPOC from Bill Schrier to Shelley Westall is complete. The Washington OneNet (WON) program office is continuing with the implementation phase. The focus is to reprioritize and restructure program efforts to align with recent federal FirstNet program changes in timelines and budgets.
- The WON program office addressed a reduction in staff and integration of duties required during the transition of the former Outreach & Education Coordinator to that of the SPOC. One result is an increased need and emphasis to utilize electronic outreach through the application of social media and program awareness videos.
- The revised outreach strategy is showing results in the number of social media and video hits, thus resulting in higher stakeholder contact numbers.
- The program has also seen significant improvement in tracking contacts with the replacement of the Administrative Assistant position at 0.50 FTE.
- WON staff initiated three meetings with new Governor's Policy Staff to bring them up to speed on the program and provide a review of FirstNet's progress to date in support of the program's Governor awareness and State Plan (Opt-In/Opt-Out) preparedness goals.
- WON conducted four Metro outreach events in coordination with FirstNet staff. Meetings were held in Edmonds, Seattle, Tacoma, and Spokane. Each addressed targeted regional stakeholders from public safety, political and government communities, and industry.
- WON worked in coordination with Oregon and Idaho on tribal and stakeholder outreach, as well as regional planning efforts. In an effort to mitigate delays associated with the protest of FirstNet's RFP this group is formalizing and extending a coordinated regional effort in order to maximize remaining personnel and financial resources.
- The WON program office successfully completed the production and introduction of the "Shots Fired" documentary video and film trailer. This documentary is based on an actual (local) case study involving a school shooting incident and emphasizes the need for a common, centralized communications platform for all responders to an event.
- The "Shots Fired" video debuted on the OneNet website and social media platforms, as well as being widely distributed and promoted at local, regional and national public safety events. Interest in the trailer and video has sparked significant increase in website traffic.
- The WON program office continues to engage local and regional tribal, public safety and governing entities as part of its on-going stakeholder awareness and education program. As a result of these efforts, new Stakeholder Committee and Technical Committee members have been identified and actively engaged.
- The FEMA Region X partners (Washington, Oregon, Idaho, and Alaska) are developing an MOU for management of workgroup activities. A workgroup meeting is planned for late winter/early spring 2017.
- The WON program team supported the recent transition of the State Interoperability Executive Council (SIEC) Chair. The Office of the Chief Information Officer (OCIO) and the WON program team continue to support and help facilitate the Bi-monthly meetings and associated workgroups.
- Completed discovery with the Department of Health for a video regarding the communication needs and challenges of EMS volunteer responders.
- Conducted a FirstNet Applications workshop in Tukwila on December 13th that included representatives from the stakeholder committee, software developers, and operating systems and platform manufacturers.
- In partnership with FirstNet, WON attended the Seattle APCO Emerging Technology conference.
- The WON program office effort to update and reprint program information and materials is on hold until such time as FirstNet awards a contract.
- The SPOC and representatives of the SLIGP grant administration agency (WA MIL) attended the November meeting of the State Points of Contact in Phoenix, AZ.

Planned Major Activities for Next Quarter:

- Outreach efforts are planned for stakeholders who have experienced leadership changes due to recent state, local, and tribal council elections.
- Outreach and education efforts are planned to reach for new groups including the Hoh, Kalispel and Lummi tribal councils, the Washington Sheriffs and Police Chiefs (WASPC), Skagit County, and representatives from the Association of Washington Cities and Counties, West Region Rural EMS, Fire Chiefs, and rural EMS volunteers.
- The Operations, Stakeholder, and Technical Committee's future meetings and activities will include workshops to compare the FirstNet State Plan to the WA State Plan Expectations document. (Pending the award of the FirstNet contract)
- Continuing development of a new outreach strategy utilizing social media and video
- Pending award of the FirstNet contract, working with the partner and FirstNet to inform and develop the state plan.
- Hosting a Public Safety Technology Symposium in March
- In conjunction with our subcontractor PNWER (Pacific Northwest Economic Region) a 2017 FirstNet Devices workshop is planned for March 21st at Clover Park Technical College.
- Speaking at two sessions during the March International Wireless Communications Expo (IWCE)
- Presenting with FirstNet's Kevin McGinnis at the Northwest Rural Health Summit
- Begin the development of the Volunteer EMS video in partnership with the Washington State Department of Health
- Integrate the "Shots Fired" video into the outreach strategy and curriculum development for stakeholders.

Challenges / Obstacles:

- Changes in federal FirstNet program timelines impact all stakeholders. WON is working on options to mitigate the impact to the State Plan review and recommendation objectives in support of the Governor's Opt-In/Opt-Out decision.
- Continuity of the program is in jeopardy due to the FirstNet timeline delays with regards to the program objectives to be completed before Feb 2018. Continuity could also be jeopardized if there is a funding gap between SLIGP 1.0 and SLIGP 2.0. One potential solution is to provide an Extension to the Feb 2018 Period of Performance End Date. An extension would help accommodate changes in the timeline, provide the ability to revise planned activities and expenditures, and maximize continuity efforts.
- Ongoing FirstNet delays are cause for unanticipated expenditures, resulting in reductions in staff and reduced levels of engagement by regional partners in an effort to maintain funding throughout the State Plan review and Opt-In/Opt-Out decision processes.
- Lack of clearly defined future funding levels restricts program resources from engaging in long-term or largescale program initiatives.
- Further delays in federal FirstNet timelines jeopardize the continued availability of program and stakeholder resources possessing historical program knowledge and familiar with program and State Plan expectations.

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.

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

In response to Q13 staff reductions and changes in federal FirstNet program timelines, the WA OneNet (WON) program office reassessed and reprioritized its goals and objectives - restructuring program roles and reallocating duties to align more closely with anticipated FirstNet milestones and schedules, and addressing limited remaining (SLIGP grant) budget allocations.

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

OneNet videos continue to define the applicability and use of a national public safety broadband network. The "Shots Fired" school shooting video provides a direct correlation between an actual (local) event and the demonstrated need for the NPSBN. The WON program office has a planned release for this documentary that is preceded by an extensive marketing campaign in coordination with local TV, the Governor's Office and Washington OneNet. The "Shots Fired" trailer has already been presented at several Fire, Law Enforcement, EMS and other public safety and governing body events, as well as being made available for use nationwide by other program offices - in anticipation of publicly releasing the full "Shots Fired" video in February 2017.

Social media followers continue to grow (e.g. Facebook, Twitter, Vimeo, Gov Delivery and YouTube). Use of these additional media formats allows staff to interact with stakeholders more frequently, while employing user-preferred environments and reducing travel costs.

Regional Outreach: Development of a multi-state regional outreach planning approach allows Washington, Oregon, and Idaho the opportunity to stretch grant dollars and to maximize the individual talents of each state program. As an example, the combined result of pooled resources from each of the states can provide GIS, technical, marketing, administrative and other shared services that - because of limited SLIGP grant funding and unanticipated delays, may not otherwise be available to the individual states.

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.

The program's outreach coordinator replaced the SPOC in August. The program does not anticipate hiring a replacement Outreach Consultant. Instead, outreach activities will be merged with the SPOC's position. The SPOC position is now funded at 100% by the SLIGP grant and is fulltime. The program's previous Administrative Assistant left the program office in July and was replaced in early December with a .5 FTE Administrative Assistant position resulting in a reduction in program administration expenses.

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
Senior Program Manager	100	Provides oversight and management of all SLIGP project activities. Keynotes at events.	No Change
Program Manager	50	Convenes meeting of advisor work groups and technical workgroups. Speaks at stakeholder meetings. Writes reports.	No Change
Program Manager/Outreach Consultant	0	Develops Outreach Strategy, designs outreach materials, manages subcontracts with local & non-profit organizations to conduct phase 1 & 2 activities, speaks at stakeholder associations, meetings, and conferences.	No Change
Program Administrator	50	Coordinates staff travel and meeting logistics, processes agency/grant required documentation.	Went from 0% to 50%
SWIC	0	Coordinates updates to the SCIP and outreach to existing LMR network managers.	No Change
Grants Program Specialist	25	Project accounting and reporting	No Change
Consulting Engineer	0	Position will not be filled in Phase 2	No Change

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	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
WSU-DGSS	Outreach and Education, Phase 2 Data Collection	Vendor	N	Y	12/20/2014	12/31/2017	\$508,000.00	
PNWER	Outreach and Education	Vendor	N	Y	12/20/2014	12/29/2017	\$175,000.00	
ESRI	Phase II Data collection, Coverage Mapping Tool	Vendor (changed from Subrecipient)	N	Y	9/1/2015	9/30/2016	\$42,468.00	
SAAG - Ken Boley	Legal Support	Vendor	N	Y	7/14/2015	6/30/2017	\$67,200.00	\$67,200.00
Andrea Alexander	Outreach and Education - Tribes	Vendor	N	Y	1/1/2016	12/31/2017	\$45,000.00	
Jim Pryor	Outreach and Education	Vendor	N	Y	1/1/2016	12/31/2017	\$45,000.00	
John DeFeo	Outreach and Education	Vendor	N	Y	1/1/2016	12/31/2017	\$45,000.00	

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	\$44,370.00	\$0.00	\$44,370.00	\$26,041.33	\$0.00	\$26,041.33
b. Personnel Fringe Benefits	\$13,311.00	\$0.00	\$13,311.00	\$9,239.55	\$0.00	\$9,239.55
c. Travel	\$25,800.00	\$0.00	\$25,800.00	\$3,059.45	\$0.00	\$3,059.45
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
f. Subcontracts Total	\$2,559,110.00	\$669,113.00	\$3,228,223.00	\$1,714,542.62	\$669,113.00	\$2,383,655.62
g. Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$2,642,591.00	\$669,113.00	\$3,311,704.00	\$1,752,882.95	\$669,113.00	\$2,421,995.95
j. % of Total	80%	20%	100%	72%	28%	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)	(253) 512-7041
John Ufford, Preparedness Unit Manager, Emergency Management Division, Washington Military Department			
16b. Signature of Authorized Certifying Official:		16d. Email Address:	john.ufford@mil.wa.gov
		Date:	2/10/17