

U.S. Department of Commerce		2. Award or Grant Number			
Performance Progress Report		53-10-S13053_0			
1. Recipient Name		4. EIN			
State of Washington		91-6001095			
3. Street Address		6. Report Date (MM/DD/YYYY)			
Building 20, Aviation Drive		10/30/2014			
5. City, State, Zip Code		7. Reporting Period End Date:			
Camp Murray, WA 98430		09/30/2014			
10a. Project/Grant Period		10b. End Date:			
Start Date: 09/01/2013		08/31/2016			
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 Meetings	825			
2	Broadband Conferences	2			
3	Staff Hires	0			
4	Contract Executions	0			
5	Governance Meetings	1			
6	Education and Outreach Materials	1455			
7	Sub-recipient Agreements Executed	0			
8	Phase II activities	0			
<p>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> <p><u>Milestone Activities:</u> Washington OneNet staff organized and executed a Statewide Communications Interoperability Plan conference in August 2014 in Spokane, Washington. This was in conjunction with a DHS/OEC technical assistance visit and included a "launch" of our stakeholder and technical committees to support consultation on building the State Plan for FirstNet.</p> <p><u>Planned major activities next quarter:</u> Conduct initial state consultation with FirstNet October 16.</p> <p><u>Personnel:</u> The program administrator role, vacated last quarter, has been filled through a competitive hiring process with Katrina Osborn.</p> <p><u>Other activities:</u> Bill Schrier, State SPOC, spoke about the Nationwide Public Safety Broadband Network at the APCO annual conference in New Orleans in August 2014.</p>					
<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.</p> <p>Washington will probably only need to create 3 or 4 subcontracts to conduct phase 1 outreach activities.</p>					
<p>11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.</p> <p>Internal financial coordination at the state has been finalized. Funds for programmatic expenditures are now being drawn down from federal account.</p>					

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

- We finalized a video showcasing members of our SIEC discussing FirstNet’s potential for Washington State. Two versions of the video have been produced – a shorter 2 minute 40 second version and a longer 6 minute version. Both can be found at <http://onenet.wa.gov>. These have been embraced by a number of states for their own use and as a best practice.
- We decided to create an operational committee composed of first responder officials who have been incident commanders. Jim Pryor, recently retired Assistant Police Chief in Seattle, will lead this group. The committee will give invaluable input on the state plan from field commanders and public safety incidents and disasters.
- We are finding significant success in using county or regional 911 boards and/or emergency management boards to engage a wide spectrum of stakeholders in outreach activities. In this period, Bill Schrier spoke for the second time at the Washington State Emergency Management Association conference. We sponsored and set up a vendor booth at that conference to engage members and stakeholders.
- Shelley Westall and Bill Schrier have both taken full-day fusion officer liaison training. Not only did this training provide a link to the senior leadership of the State fusion center, but it also provided a number of contacts and a chance to engage on-the-ground with serving first responders.

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.
 Sub-contracting or sub-recipient efforts are in development with deployment expected in the Q1 of 2015. Katrina Osborn has been hired as program administrator. Two quasi-state agencies have been identified as subcontractors for phase 1 activities and contract negotiation is in progress. Other possible agencies for contracting of Phase 1 activities will continue to be assessed.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Senior Program Manager	50	Provides oversight and management of all SLIGP project activities. Keynotes at events.	
Program Manager	50	Convenes meetings of advisory work groups and technical workgroups, Speaks at stakeholder meetings. Writes reports.	
Program Manager/Outreach Consultant	100	Prepares outreach materials, subcontracts with local and non-profit organization to do both phase 1 and 2 activities, speaks at stakeholder meetings.	
Program Administrator	100	Scheduling, preparation of outreach materials, meeting logistics, listserv management – position retitled from “Program Assistant” in previous report	New person hired this period
SWIC	15	Coordinates updates to SCIP and outreach to existing LMR network managers	Existing, not started
Grants Program Specialist (SAA)	25	Project accounting and reporting	
Consulting Engineer	50	Phase II only	Phase II only

13. Subcontracts (Vendors and/or Sub recipients)

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
TBD	Outreach and Education	Subrecipient	N	N	TBD	TBD	\$578,800	\$33,000	N/A

TBD	Phase II Data Collection	Subrecipient	N	N	TBD	TBD	\$875,000	0	N/A
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13b. Describe any challenges encountered with vendors and/or sub recipients. None

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	\$736,125	\$221,150	\$957,275	\$137,263	\$69,012	\$206,275
b. Personnel Fringe Benefits	\$147,225	\$44,230	\$191,455	\$41,261	\$17,060	\$58,321
c. Travel	\$72,988	\$0	\$72,988	\$25,444		\$25,444
d. Equipment	\$0	\$0	\$0	\$0		\$0
e. Materials/Supplies	\$52,464	\$1,200	\$53,664	\$252		\$252
f. Subcontracts Total	\$1,453,800	\$33,000	\$1,486,800	\$3,560		\$3,560
Indirect	\$78,629	\$298,273	\$376,902	\$1,363		\$1,363
g. Other	\$101,360	\$71,260	\$172,620	\$18,903		\$18,903
h. Total Costs	\$ 2,642,591	\$ 669,113	\$ 3,311,704	\$228,046	\$86,072	\$314,118
i. % of Total	80%	20%	100%	73%	27%	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

Sigfred J. Dahl
E911/HLS Unit Manager, Emergency Management Division
Washington Military Department

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

253-512-7468

16d. Email Address

Sigfred.dahl@mil.wa.gov

16b. Signature of Authorized Certifying Official



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

11/14/14

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.