

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		04/29/2015	
5. City, State, Zip Code		7. Reporting Period End Date:	
Camp Murray, WA 98430		3/31/2015	
10a. Project/Grant Period		8. Final Report	
Start Date: 09/01/2013		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
10b. End Date:		9. Report Frequency	
02/28/2018		<input checked="" type="checkbox"/> Quarterly	

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	1310			
2	Broadband Conferences	37			
3	Staff Hires	0			
4	Contract Executions	0			
5	Governance Meetings	1			
6	Education and Outreach Materials	38089			
7	Sub-recipient Agreements Executed	0			
8	Phase II activities	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.

Milestone Activities:

- Significant stakeholder meetings included a Statewide Communications Interoperability Plan (SCIP) update workshop involving 25 system owners, meetings in the Columbia Gorge (with Oregon), and one SIEC meeting.
- Significant stakeholder engagement included emergency managers networking event, U.S. Department of Agriculture workshop, Affiliated Tribes of Northwest Indians conference (with Oregon and Idaho - details below), EMS conference, and fire training/safety officers' conference. We held one SIEC governance meeting.
- We conducted two stakeholder webinars focused on the FirstNet Second Notice and a general update about FirstNet progress.

Planned major activities next quarter:

- Finalize update of State Communications Interoperability Plan (SCIP) as well as SCIP snapshot and an appendix of radio system owners for SIEC for approval and adoption.
- In partnership with subcontractors Washington State University (WSU) and Pacific Northwest Economic Region (PNWER), conduct six regional workshops across the state.
- Launch and collect data per FirstNet data collection request. We will probably use the MDST tool developed by the Office of Emergency Communications for this work.
- Re-submit SLIGP materials per NTIA's announcement and request.

Other activities:

- Washington OneNet (the name for our SLIGP efforts in Washington State - WON) designed two information graphics for outreach and education: Washington FirstNet by the Numbers and Tribal Nations by the Numbers
- WON introduced video series "FirstNet in Washington State" which included four videos featuring TJ Kenney of FirstNet and two tribal themed videos.
- WON continued monthly installments of our newsletter, introduced a Facebook page, released a FAQ focused on Tribal Nations, released a technology 101 factsheet, produced and distributed a letter of introduction for our consultant team, was granted an introduction letter from Governor Inslee for WON to the Tribal Nations in Washington
- WON participated in the Tri-State Tribal Summit at the Affiliated Tribes of Northwest Indians (ATNI) winter convention, which passed two resolutions addressing FirstNet activities. The first resolution appointed SIEC member Randell Harris to the FirstNet Tribal Working Group. The second resolution stated that the 54 participating ATNI tribes supported the efforts of Washington, Idaho, and Oregon FirstNet efforts. WON also held two sessions to meet with the combined ATNI stakeholder and technical committees.

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.

Washington OneNet will be submitting a revised budget and project plan per the NTIA memo dated 24 March 2015.

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

Personnel: John Ufford replaced Kurt Hardin as the interim WMD/EMD Preparedness Unit Manager.

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

- Continued engagement of GovDelivery, Facebook, Twitter and Survey Monkey to improve continuous outreach, education, and contact with stakeholders, as well as obtaining feedback from stakeholders. GovDelivery has helped to grow our outreach by suggesting us to other subscribers. Monthly Newsletters continue.
- Introduced video series "FirstNet In Washington State" which included four videos featuring TJ Kenney of FirstNet and two tribal themed videos.
- Attended Colorado initial consultation on January 14. We believe it is important for each state to attend consultation or conduct similar joint meetings with the governance organizations and responders of western states in order to improve coordination of activities and establish relationships.

- WON created several educational and outreach materials. We designed two information graphics: Washington FirstNet by the Numbers and Tribal Nations by the Numbers. We released a FAQ focused on Tribal Nations as well as a technology 101 factsheet
- Held two committee meeting webinars for Stakeholder and Technical Committee members to update them of the progress of FirstNet and Washington OneNet. We notified them of the feedback WON will need in the future with FirstNet’s Second Notice and RFP. We also began the conversation regarding applications that are being used locally for collection and cataloging.
- Governor Inslee granted a letter of introduction for WON to the Tribal Nations in Washington.
- Washington participated in Tri-State Tribal Summit with Oregon and Idaho at the ATNI winter convention. The states sponsored a lunch at which a special, tribal-focused version of “Bringing FirstNet to Washington State” was shown. During the conference, WA, OR, and ID hosted a work session to talk to tribal members about their needs. Two resolutions were introduced and passed at ATNI: first resolution appointed SIEC member Randell Harris to the FirstNet Tribal Working Group, and the second stated that the 54 participating ATNI tribes supported the efforts of Washington, Idaho, and Oregon FirstNet efforts.
- WON produced and delivered via GovDelivery a letter of introduction for our consultants from PNWER and WSU signed by Michael Cockrill of the OCIO. This letter was sent to our 480 stakeholders as well as listings of over 2,000 contacts provided by consultants.
- Attended and spoke at several local stakeholder meetings across the state including West Region EMS conference and WA Fire Training and Safety officers Conference, where we reached over 450 public safety stakeholders from across the state. Washington OneNet is purchasing booth space and/or sponsoring portions of events with an opportunity to speak and better engage stakeholders.

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.

Project is fully staffed.

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	
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	new Preparedness Unit Manager
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
WSU-DGSS	Outreach and Education	Vendor	N	Y	12-20-14	12-13-15	\$388,936	0	N/A
PNWER	Outreach and Education	Vendor	N	Y	12-20-14	12-31-15	\$175,000	0	N/A
TBD	Outreach and Education	Vendor	TBD	N	TBD	TBD	\$ 14,864	\$ 33,000	N/A
TBD	Phase II Data Collection	Subrecipient	N	N	TBD	TBD	\$875,000	0	N/A

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	\$244,661	\$92,220	\$336,881
b. Personnel Fringe Benefits	\$147,225	\$44,230	\$191,455	\$71,437	\$22,403	\$93,840
c. Travel	\$72,988	\$0	\$72,988	\$50,161	\$0	\$50,161
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
e. Materials/Supplies	\$52,464	\$1,200	\$53,664	\$8,976	\$820	\$9,796
f. Subcontracts Total	\$1,453,800	\$33,000	\$1,486,800	\$26,287	\$3,303	\$29,590
Indirect	\$78,629	\$298,273	\$376,902	\$1,594	\$38,485	\$40,079
g. Other	\$101,360	\$71,260	\$172,620	\$49,417	\$0	\$49,417
h. Total Costs	\$ 2,642,591	\$ 669,113	\$ 3,311,704	\$452,534	\$157,231	\$609,765
i. % of Total	80%	20%	100%	74.21%	25.79%	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 John Ufford Preparedness Unit Manager, Emergency Management Division Washington Military Department	16c. Telephone (area code, number, and extension) 253-512-7041
16b. Signature of Authorized Certifying Official <i>smwardell</i>	16d. Email Address John.Ufford@mil.wa.gov 16e. Date Report Submitted (month, day, year) <i>4/29/2015</i>

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.