

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 55-10-S13055			
		4. EIN 396006427			
1. Recipient Name Wisconsin Department of Justice		6. Report Date (MM/DD/YYYY) 09/01/2013			
3. Street Address 17 W. Main Street		7. Reporting Period End Date: 09/30/2013			
5. City, State, Zip Code Madison, Wisconsin, 53707-7857		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9. Report Frequency <input checked="" type="checkbox"/> Quarterly		
10a. Project/Grant Period Start Date: 09/01/2013	10b. End Date: 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 (including pre-award)	152			
2	Training Sessions	0			
3	Broadband Conference	10			
4	Staff hires	.85			
5	Contract Executions	0			
6	Statutory or Regulatory Changes	0			
7	Governance Meetings	2			
8	Education and Outreach	0			
9	Sub-recipient Agreements Executed	0			
10	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.					
<p>Stakeholder meetings: Two of our RIC's participated in two informational conferences regarding FirstNet, the first conference was with the Wisconsin State Telecommunications Association (WSTA) and the Annual Crime Information Bureau (CIB) Conference, rosters for these two events are pending for final participant counts. These activities are post award.</p> <p>Broadband Conference: The State of Wisconsin sent 10 members representing; Department of Justice (DOJ) staff, key members of the Public Safety Wireless Broadband Workgroup (PSWBW), and a portion of our Regional Interoperable Coordinators (RICs) attended the FirstNet State, Territorial, Tribal and Local Consultation Meeting held in St Louis Mo. This activity was pre-award.</p>					

Governance Meetings: The Southeast Regional SCIP Council meeting presented a PowerPoint presentation "FirstNet – An Introduction"
Other Activates: Several state employees began work on the SLIGP, this included program, financial, and administrative staff.

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.

DOJ has submitted a budget modification request for review and possible approval, should this request be granted our previously submitted Baseline/Expenditure Plan will need to be amended due to the modification changes. Prior to submitting the Baseline/Expenditure Plan the state did notify their Program Manager of the state's intent on submitting a grant modification. The proposed budget changes are due to agency transition from the Office of Justice Assistance (OJA) to DOJ in which key staff, fringe & indirect rates changed, additional office supplies are required, and shifting some meeting expenses from travel to sub-recipient categories.

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

The State of Wisconsin received their grant award on September 20, 2013, since this time we have held several SLIGP project team administrative meetings to identify needed budget changes, create/submit a grant modification including amended 424A with an amended budget and narrative documentation, obtained signatures on the CD-450, creating/submit the Baseline/Expenditure Plan, drafting template Funding Announcement for six sub-grants this template will then be sent to the Program Office and NIST Grants office for approval, and release of the special condition per "Sub-awards and Sub-contractors and Third Party Contributor Agreements", working on the quarter Program Report and "Match Proportionality Requirement Waiver".

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

We conducted SLIGP project team meetings to discuss ways to capture and document match, after several meetings and discussions, a standardized form is being created for staff and RICs to use while conducting trainings, meeting, conferences, etc. this will ensure we maintain and keep accurate match records.

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 project is not fully staffed at this time, currently the SWIC and the LTE position is vacant currently, we are projecting both of these positions to be filled in the 3rd quarter as identified in our Baseline/Expenditure Plan.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Assistance Program Manager	.30	Provides administrative support relating to grant management, governance meetings, outreach activities, and fulfill program reporting requirements	Began working on SLIGP
Program Supervisor	.20	Overall program oversight	Began working on

Grants Specialist 1	.15	Provides financial balances, completes Financial Status Report (FSR)	SLIGP Began working on SLIGP
Grants Specialist 2	.15	Completes travel reimbursement and pays general costs	Began working on SLIGP
Financial Officer	.05	Provides financial oversight for the federal award	Began working on SLIGP

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	Project and % Assigned
UW	Develop training videos and brochures related to broadband for outreach, host 3 webinars and 4 two-day regional trainings	Vendor	N	N	TBD	TBD	\$500,00	\$0	N/A
Unknown at this time	Facilitator for Public Safety Wireless Broadband Workgroup (PSWBW)	Unknown at this time	N	N	TBD	TBD	\$4,800	\$0	N/A

13b. Describe any challenges encountered with vendors and/or subrecipients.

None at this time, currently the state is working on obtaining approval from the Program Office and NIST Grants Office to sub-award 6 grants as identified within our grant application.


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	\$296,562	\$0	\$296,562	\$6,787	\$0	\$6,787
b. Personnel Fringe Benefits	\$105,399	\$0	\$105,399	\$4,121	\$0	\$4,121

c. Travel	\$101,618	\$69,401	\$171,019	8,203	\$0	\$8,203
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
e. Materials/Supplies	\$15,506	\$0	\$15,506	\$761	\$0	\$761
f. Subcontracts Total	\$504,800	\$0	\$504,800	\$0	\$0	\$0
g. Other	\$1,256,578	504,420	\$1,760,998	\$729	\$0	\$729
h. Indirect	\$14,470	\$0	\$14,470	\$0	\$0	\$0
i. Total Costs	\$2,294,933	\$573,821	\$2,868,754	\$20,601	\$0	\$20,601
j. % of Total	80%	20%	100%	100%	0%	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 J.B. Van Hollen Attorney General	16c. Telephone (area code, number, and extension) 608 – 267-1300
	16d. Email Address cyganeckbl@doj.state.wi.us
16b. Signature of Authorized Certifying Official 	16e. Date Report Submitted (month, day, year) 10/30/2013

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.