

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	05-10-S13005
				4. EIN:	71-6043948
1. Recipient Name	Arkansas Department of Emergency Management			6. Report Date (MM/DD/YYYY)	10/30/2015
3. Street Address	Building #9501 Camp Joseph T Robinson			7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2015
5. City, State, Zip Code	North Little Rock, AR 72199			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, etc.)	Project Deliverable Quantity (Number & Indicator Description)	Total Federal Funding Amount	Total Federal Funding Approved to date (including unobligated)	Percent of Total Federal Annual Expenditures
1	Stakeholder Meetings	5: Reaching 359 (See below for descriptions)			
2	Broadband Conferences	1: APCO, 2 staff (See below)			
3	Staff Hires				
4	Contract Executions				
5	Governance Meetings	3 AtCEC (10 Participants Monthly)			
6	Education and Outreach	Website Visits: 206 Social Media: 92 Additional information below			
7	Sub recipient Agreement Executed				
8	Phase 2 - Coverage	Stage 2			
9	Phase 2 - Users and Their Operational Areas	Stage 2			
10	Phase 2 - Capacity Planning	Stage 1			
11	Phase 2 - Current Providers/Procurement	Stage 1			
12	Phase 2 - State Plan Decision	Stage 1			
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.					
This quarter was focused on data collection for FirstNet.					
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.					
10.30.2015 No changes requested					

11c. Provide any other information that would be useful to NHA as it assesses the project's progress.  
Nothing to report 10/30/2015

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.  
At the Statewide Interoperability Conference we provided attendees a digital copy of the information that we have gather so far statewide. These files are listed as a whole and by individual counties so that representatives can both verify our gathered data, as well as, provide additional information to ensure coverage for all areas and events.

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.  
Some positions are not currently staffed, while those positions will be filled soon, there will be no impacts to the project timeline.

12b. Staffing Table

Job Title	FTE%	Project (S) Assigned	Change
SLERP Program Manager	80%	Will provide coordination for grant reporting and financial payouts from the SAA and work with SWIC to monitor progress of overall project	
IT Administrator	10%	Serves on the state broadband working group and provides technical assistance	
Accounting Branch Manager	2%	Will conduct task and provide tracking for disbursement of the entire grant funds	
Financial Analyst	3%	Will provide oversight for the disbursements and tracking of funds	
SWIC	50%	Will oversee all interoperability coordination and is responsible for ensuring SCIP initiatives are tracked and completed	
AWIN Program Manager	50%	Has oversight of all public safety communications projects that the state undertakes and will provide oversight for this project	

13a. Subcontracts Table – Include all sub contractors. The totals from this table must equal the "Subcontracts Total" in Question 14f.

Name	Subcontract Purpose	Type (Vendor/Subject)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
Bulford, Goff, & Associates	Development of Project Management Plan	Vendor	Y	Y	10/1/2013	7/31/2016	\$810,432.00	\$0.00

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

10/30/2015 No Issues

**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	Total Budget (4)	Federal Funds Expended	Approved Matching	Total funds Expended
a. Personnel Salaries	\$173,887.00	\$387,191.00	\$561,078.00	\$56,149.70	\$122,469.91	\$178,619.61
b. Personnel Fringe Benefits	\$60,988.00	\$113,990.00	\$174,978.00	\$21,164.37	\$30,031.21	\$51,195.58
c. Travel	\$189,201.00	\$0.00	\$189,201.00	\$14,575.59		\$14,575.59
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
e. Materials/Supplies	\$21,513.00	\$0.00	\$21,513.00	\$21,069.68		\$21,069.68
f. Subcontracts Total	\$1,000,115.00	\$0.00	\$1,000,115.00	\$450,211.50		\$450,211.50
g. Other	\$150,007.00	\$5,582.00	\$155,589.00	\$36,888.74		\$36,888.74
h. Indirect			\$0.00			\$0.00
i. Total Costs	\$1,595,711.00	\$506,763.00	\$2,102,474.00	\$600,059.58	\$152,501.12	\$752,560.70
j. % of Total	76%	24%	100%	80%	20%	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:**

Bobbie Ann Merkel, ADEM Administration Division Director

**16c. Telephone (area code, number, and**

501-683-6700

**16d. Email Address:**

PSBB@adem.arkansas.gov

**16b. Signature of Authorized Certifying Official:**



**Date:**

10/30/2015 - 12/10/15

**Social Media Outreach Numbers**

**Webpage:**

www.APSBN.Arkansas.gov

Visits (Month)

Total visits

July	50	590
August	75	665
September	81	746

**Facebook: Arkansas Public Safety Broadband**

Page likes (Month)

Total likes

July	26	764
August	3	767
September	2	769

**Twitter: @APSBN\_FIRSTNET**

New followers (Month)

Profile visits

July	11	55
August	29	177
September	19	24

**LinkedIn**

New Connections

July	1
August	0
September	1

**Meetings and Conferences**

July	Arkansas Governor's Earthquake Advisory Council Meeting in Jacksonville, AR, July 24 – presenting APSBN & FirstNet overview (60)
August	Blue Ribbon Committee Meeting in Springdale, AR, August 6 regarding 9-1-1 and FirstNet (75); APCO International Annual Conference in Washington DC August 15-20 (Panelist for FirstNet data collection efforts), Arkansas Emergency Management Association Conference Vendor (150)
September	City of Little Rock data usage meeting to review potential capacity needs September 14 (36); SCIP Update Workshop September 17 & 18 (38)

**Other**

Videos created for FirstNet Consultation can be found at: <http://www.apsbn.arkansas.gov/Resources.html>

**Data Collection Progress**

- Over 3300 locations for over 2100 PSEs with over 39000 public safety responders in the state, representing Federal, State, County, Local & private agencies across all counties. This information has been collected in a cloud based database called Quickbase by Intuit. The Arkansas GIS Office created a web portal that was shared with county judges & OEMs to review the FirstNet baseline coverage to determine if any uncovered areas had facilities or operational areas that needed coverage.
- Additional coverage areas were added for all Arkansas Counties and recorded as an additional map layer with justification why additional coverage was needed for that area. Examples include state highways, first responder operational areas, and public safety stakeholder facilities.
- Buford Goff & Associates created a workbook to help determine bandwidth coverage needs based on event data reported by City of Little Rock in regards to mobile data usage during events such as Riverfest, etc. This information was used to determine planned & unplanned event mobile broadband capacity needs.