

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	45-10-S13004
				4. EIN:	866004791
1. Recipient Name	Arizona Department of Administration			6. Report Date (MM/DD/YYYY)	4/30/2018
3. Street Address	100 N 15th Avenue, Suite 305			7. Reporting Period End Date: (MM/DD/YYYY)	2/28/2018
5. City, State, Zip Code	Phoenix, AZ 85007			8. Final Report Yes <input checked="" type="checkbox"/> No <input 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)	2/28/2018		
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	154	<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>		
2	Individuals Sent to Broadband Conferences	0	<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	1	<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>		
6	Education and Outreach Materials Distributed	502	<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	5	<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	5			
10	Phase 2 – Capacity Planning	5			
11	Phase 2 – Current Providers/Procurement	0			
12	Phase 2 – State Plan Decision	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>1. Continued to engage the AZPSBN working group through monthly governance conference calls</p> <p>2. Held additional FirstNet/AT&T Regional Forums in Phoenix including a Technology forum targeting public safety technology staff and CIOs. The forums including presentations from AT&T, FirstNet Authority and multiple vendors as it related to products and services available on FirstNet.</p> <p>3. Completed the PSAP readiness assessment survey and finalized a report of the findings.</p> <p>4. Continued regular weekly working calls with AT&T and FirstNet to address outstanding items and coordinate activities in the state.</p> <p>5. Continued Tribal Outreach and Education – participated in FirstNet/AT&T meeting with the Navajo Nation</p> <p>6. Engaged various public safety/first responder stakeholders including regional wireless cooperatives; Arizona law enforcement and fire chiefs; Az Department of Corrections; Emergency Medical Services, Utility Threat Assessment Group and establish on going cooperation</p> <p>7. Continued meetings with state leadership to keep them informed of the project and timelines.</p> <p>8. Continuing to work on State Executive Interoperability Committee (SIEC) governance structure development.</p> <p>9. Continued update of the azfirstnet.az.gov website.</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.					
11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.					

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11d. Describe any success stories or best practices you have identified. Please be as specific as possible.
The AT&T/FirstNet Regional Forums were an enormous success. Over 200 stakeholders, tribal agencies and over a dozen vendors participated in the day-long meeting. Stakeholders were able to talk directly to AT&T representatives and had the opportunity for a hands-on demonstration of the devices and products available by the vendor community. There was such a demand for the meetings that two additional meetings are scheduled in Q19 before the grant ends.

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.

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
Executive Manager	25%	Management oversight	No Change
Statewide Interoperability Coordinator (SWIC)	40%	Management oversight and integration with current interoperability initiatives	No Change
Senior Program Advisor	100%	Management oversight and select sub-projects	No Change
Sr. Project Manager	90%	Finance, performance tracking and deliverable reporting, and grants management	No Change
Finance & Planning	15%	Finance oversight	No Change
SPOC	40%	Single point of contact	No Change
Statewide Grant Administrator	50%	Management oversight	No Change

13. Subcontracts (Vendors and/or Subrecipients)

13a. Subcontracts Table - Include all subcontracts. 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
Knowledge Services	Staff Aug	State Vendor	N	Y	January-16	January-18	\$500,000.00	\$0.00
Mission Critical Partners (MCP)	SME	State Vendor	N	Y	October-15	January-18	\$800,065.00	\$0.00
IWC Highground	Marketing Materials	State Vendor	N	Y	March-15	June-15	\$30,000.00	\$0.00


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

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	\$214,399	\$228,956	\$443,355	\$216,627	\$228,956	\$445,584
b. Personnel Fringe Benefits	\$73,240	\$86,161	\$159,401	\$73,931	\$86,161	\$160,092
c. Travel	\$79,315	\$0	\$79,315	\$77,067		\$77,067
d. Equipment			\$0	\$0		\$0
e. Materials/Supplies	\$131,267		\$131,267	\$126,259		\$126,259
f. Subcontracts Total	\$2,412,926	\$0	\$2,412,926	\$2,385,900		\$2,385,900
g. Other		\$432,427	\$432,427		\$432,427	\$432,427
h. Indirect			\$0			\$0
i. Total Costs	\$2,911,147	\$747,544	\$3,658,691	\$2,879,784	\$747,544	\$3,627,328
j. % of Total	80%	20%	100%	79%	21%	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: Matt Hanson for Gilbert Davidson, Acting Director Arizona Department of Administration	16c. Telephone (area code, number, and extension) 602-542-7567
16b. Signature of Authorized Certifying Official: 	16d. Email Address: matthew.hanson@azdoa.gov
	Date: 4/26/18