

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number:	11-10-S13011
		4. EIN:	53-6001131
1. Recipient Name	District of Columbia Government	6. Report Date (MM/DD/YYYY)	10/28/2016
3. Street Address	200 I Street, SE	7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
5. City, State, Zip Code	Washington, DC 20003	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)	Description of Milestone Category
1	Stakeholders Engaged	24	<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>
2	Individuals Sent to Broadband Conferences	9	<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	4	<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>
6	Education and Outreach Materials Distributed	517	<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	Stage 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	Stage 5	
10	Phase 2 – Capacity Planning	Stage 4	
11	Phase 2 – Current Providers/Procurement	Stage 4	
12	Phase 2 – State Plan Decision	Stage 2	

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.

Stakeholders Engaged – The SPOC provided updates at Interoperable Communications Committee (ICC) meetings on 7/19, 8/16, and 9/20. Outreach continued for District agencies that had participated in the first round of consultation and data collection and any other agencies identified as users through ICC engagement to an average 8 attendees per meeting. The SLIGP team did not conduct any individual agency outreach and educational meetings this quarter.

Broadband Conferences – The District sent 9 representatives overall to the following conferences: 1 to APCO, Orlando, FL (8/13-16), 2 to NPSTCg 9/28, and 6 in-person attendees to the Quality of Service, Prioritization, and Preemption Consultation Task Team focus group, held in Reisterstown, MD on 8/4. Representatives from DC at the QPP CTT included personnel from MPD, FEMS, OUC, DDOT, OCTO, and HSEMA.

Governance Meetings – No SIEC meeting was held in Q13, however FirstNet was discussed in the monthly public safety cluster meeting 7/27. Therefore, in this quarter we considered ICC meetings under both stakeholder engagement and governance because the ICC working group members are stakeholders reporting directly to the agency director/chief members of the SIEC.

Education and Outreach – Engaged 10 stakeholders in via webinar on 7/20 in preparation for the District’s participation in the Region III QPP Consultation Task Team focus group. The SPOC also sent emails related to QPP engagement and follow-up to a total of 37 recipients over the quarter. The SPOC forwarded 12 weekly updates from FirstNet to a total of 34 stakeholders. Website traffic 74 hits on public websites. In responding to the NTIA’s request for comments on the proposed guidelines for its State Alternative Plan Program, the SPOC briefed the ICC members in person and solicited feedback via email from 28 recipients. On the data collection updates, the SPOC briefed ICC members in person and solicited feedback via email from 28 recipients. Total outreach materials/instances: 517.

Phase 2 activities - The District SLIGP team is assessing the need for further information in 2016 for data collection and analysis/aggregation activities, in particularly related to Coverage - so this is currently considered Stage 5. We are in Stage 2 activities for the State Plan Decision process.

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.

NA

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

The District responded to NTIA's request for comments on its proposed guidelines for its State Alternative Plan Program on 8/18.
 The District provided updated state data to FirstNet (9/29) with updates to the District's heat map originally included September 2015 data package to FirstNet and an slight update to user devices to accommodate a significant increase in body cameras deployed by DC MPD. The traffic demand map highlights areas of the District where the network might have higher than average network loading. It uses the layers identified by FirstNet in its data request, including population, transportation aggregation, Metro stations, key public safety and other locations, large scale meeting points, and calls for service aggregation.

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

The District Statewide Communications Interoperability Plan (SCIP) revised in 2014, includes tasks related to FirstNet planning and engagement. In the 2016 SCIP "annual snapshot" review, this engagement task is complete - meaning that the engagement actions so far and planning processes in place have met this requirement.
 The SPOC assisted the new District SWIC (employed during the summer) to transition and get up to speed on the District's planning efforts.
 In follow up to the DC/Federal Public Safety Communications/Interoperability Summit on June 15, the report from the meeting was issued by HSEMA. The SPOC team provided input to this and made presentation materials available to HSEMA. The SPOC and SWIC have also participated in discussions with FirstNet regarding formation of a federal/District working group on interoperable communications.

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
Project Manager	10	Provide management of all aspects of project	No change
Outreach Manager/Project Coordinator	12	Provide management and coordination of all outreach activities	No change
Legal/Regulatory Analyst	10	Provide technical oversight, support, and management of all SLIGP activities	No change
Outreach Manager	0	N/A	Merged role into Outreach Mgr/ Project Coord. as of Q9
SWIC	0	N/A	Removed role as of Q9
Senior Administrative Assistant	0	N/A	Removed role as of Q9
Technical Lead	0	N/A	Removed role as of Q9

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
CTC/Triage	Technical Subject Matter Experts	Vendor	N	Y	8/1/2013	1/31/2018	\$341,035.00	\$131,943.00
CTC	Policy Governance/Planning	Vendor	N	Y	8/1/2013	1/31/2018	\$91,101.00	\$16,499.00
CTC/Triage	Education and Outreach Support, Data Collection Support, Conference planning	Vendor	N	Y	8/1/2013	1/31/2018	\$4,018.00	\$5,927.00

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	\$131,442.00	\$4,812.00	\$136,254.00	\$93,494.11	\$4,812.00	\$98,306.11
b. Personnel Fringe Benefits	\$31,338.00	\$0.00	\$31,338.00	\$25,827.41	\$0.00	\$25,827.41
c. Travel	\$27,382.00	\$0.00	\$27,382.00	\$6,405.87	\$0.00	\$6,405.87
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$29.00	\$1,000.00	\$1,029.00	\$0.00	\$0.00	\$0.00
f. Subcontracts Total	\$433,631.00	\$153,369.00	\$587,000.00	\$385,857.60	\$122,834.98	\$508,692.58
g. Other	\$12,900.00	\$0.00	\$12,900.00	\$0.00	\$0.00	\$0.00
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$636,722.00	\$159,181.00	\$795,903.00	\$511,584.99	\$127,646.98	\$639,231.97
j. % of Total	80%	20%	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:				16c. Telephone (area code, number, and		202-715-7536
Jack Burbridge, District of Columbia Single Point of Contact				16d. Email Address:		jack.burbridge@dc.gov
16b. Signature of Authorized Certifying Official:				Date:		10/28/2016