

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 15-10-S13015			
		4. EIN 996000896			
1. Recipient Name Hawaii Department of Defense		6. Report Date (MM/DD/YYYY) 10302013			
3. Street Address 3949 Diamond Head Road Honolulu, Hawaii 96816		7. Reporting Period End Date: 09302013			
5. City, State, Zip Code Honolulu, Hawaii 96815		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: 09012013	10b. End Date: (MM/DD/YYYY) 08312013				
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	42 stakeholders			
2	Broadband Conferences	3 Conferences			
3	Staff Hires	1 staff hire			
4	Contracts Execution	0			
5	Governance Meeting	2 Meetings			
7	Working Group Meetings	2 Meetings			
8	Education and Outreach	28 persons			
9	Subrecipient Agreements	0			
8	Phase II Activities	NA			
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.					
1) Stakeholder meetings have been slower due to transitions in personnel at Office of Information Management and Technology (OIMT) and State Department of Defense (DoD), e.g., the SWIC position was transferred from DoD to OIMT; 2) SWIC is new and establishing relationships with key groups; 3) Responsiveness to outreach thus far has been positive 2) Challenges: Additional staff support and/or staff hire is necessary. The OIMT leadership must be approached to provide the added resources. Anticipate this should be accomplished next quarter. Other challenges include separation of counties by water; varying interests in stakeholder groups at the state and county level; literature being developed must consider the difference in cultures related to the diverse counties and in the state; NPSBN will be a unique consideration for each county; costs may be higher and are a significant concern among elected officials; information provided to stakeholders and citizens about FirstNet has not been organized to this point and much information appears to be coming through vendors; lack of staff; lack of clarity from FIRSTNET; and isolation of the state from the mainland.					

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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.

At this time there are no projected changes to the initial budget.

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

Most of the activity during this period is focused on federal and state procedural issues related to grant acceptance including approval of the Baseline Expenditure Plan, milestones, and other key federal documents. The current state governance structure is under review, as are the subcommittees which will be key in engaging stakeholders. Materials being developed were earlier submitted to FirstNet consultants for review; those first drafts will be completed plus choosing the key publications from FirstNet that will be used for distribution among stakeholders. Design of the Website will be a key deliverable by the end of the second quarter, planning for a kick-off stakeholder meeting in the 3rd quarter.

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. SWIC is the key personnel staffer leading this effort. Approximately 55% of the SWIC's time is dedicated to this effort. Additional staff support and or staff hire is necessary as the level of outreach is extensive. The OIMT leadership must be approached to provide the added resources. Anticipate that this will be accomplished next quarter.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Statewide Interoperability Coordinator (SWIC)	.55	Project Manager for SLIPG activities	Started work 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
TBD	Legal Counsel	Vendor	N	N	TBD	TBD	125,000.00	0	N/A
TBD	Plan Development	Vendor	N	N	TBD	TBD	125,000.00	0	N/A
TBD	Phase II Support	Vendor	N	N	TBD	TBD	\$472,339	0	N/A
<input type="button" value="Add Row"/> <input type="button" value="Remove Row"/>									
<p>13b. Describe any challenges encountered with vendors and/or subrecipients.</p> <p>As the program matures, more staff will be required to assist the SWIC. Procurement activities will be a challenge. Vendors reaching out to individuals in government or to lobbyists with information that may not be correct. Balancing the provision of information and ensuring that information is not provided to one vendor over another is a challenge.</p>									
<p>14. Budget Worksheet</p> <p>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.</p>									
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	0	\$156,750	\$156,750	0	\$4,857.84	\$4,857.84			
b. Personnel Fringe Benefits	0	\$61,269	\$61,269	0	\$1,991.78	\$1,991.78			
c. Travel	\$149,736	0	\$149,736	0	0	0			
d. Equipment	0	0	0	0	0	0			
e. Materials/Supplies	0	0	0	0	0	0			
f. Subcontracts Total	\$722,339	0	\$722,339	0	0	0			
g. Other	0	0	0	0	0	0			
h. Total Costs	\$872,075	\$218,019	\$1,090,094	0	\$6,849.62	\$6,849.62			
i. % of Total	80%	20%	100%	0	100%	100%			
<p>Note: Match calculated on 88 hours for month of September 2013: 54 hours contributed @\$89.96 for total contribution of \$4,857.84; Fringe rate computed at 42% for \$6,849.62</p>									

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 DARRYLL D. M. WONG MAJOR GENERAL THE ADJUTANT GENERAL	16c. Telephone (area code, number, and extension) 808-733-4246
	16d. Email Address darryll.wong@us.af.mil
16b. Signature of Authorized Certifying Official 	16e. Date Report Submitted (month, day, year) 11/12/13

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