

U.S. Department of Commerce Performance Progress Report			2. Award or Grant Number 19-10-S13019		
			4. EIN 42-6004563		
1. Recipient Name Iowa Department of Public Safety			6. Report Date (MM/DD/YYYY) 4-27-16		
3. Street Address 215 East 7 th Street			7. Reporting Period End Date: March 31st, 2016		
5. City, State, Zip Code Des Moines, Iowa 50319			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: (8-1-13)		10b. End Date: (1/31/2018)			
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	150 est			
2	Broadband Conferences	1			
3	Staff Hires	0			
4	Contract executions	0			
5	Governance Meetings	6			
6	Education and outreach materials	200			
7.	Sub recipient agreements	0			
8.	Phase 2 Coverage	Stage 4			
9.	Phase 2 Users and their operational areas	Stage 4			
10.	Phase 2 Capacity Planning	Stage 4			
11.	Phase 2 Current Providers/Procurement	Stage 4			
12.	Phase 2 State Plan Decision	Stage 4			
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. Milestone activities.					
1. CASM: The use of CASM was first as part of our data collection efforts utilizing the MDST (Mobile Data Survey Tool). This was specifically design for the FirstNet project.					
a. Use of the reporting tool within CASM during the process was critical in documenting progress and information about:					
i. Technology Use					
ii. Software					
iii. Site Identification					
iv. User Concerns					

v. General Feedback

2. POC (Points of Contact) – This has been an ongoing concern for the FirstNet outreach effort.

- a. Much of the state of Iowa public safety community is familiar with CASM and was willing to work with us updating it as long as it would be continued to be maintained, training would be provided, and it would not duplicate efforts.
 - i. We worked with Homeland Security and OEC to ensure that this tool would be continued to be used for FirstNet and LMR communications for the foreseeable future.
 - ii. Have developed online training to assist public safety personnel, and will continue to make online webinars available.
 - iii. Improved awareness and access to CASM by developing an online form process, which has seen an increase on nearly 1 applicant a week for CASM access.
 - iv. Worked with Homeland to make sure as much data as possible would satisfy their reporting needs through existing CASM reports
- b. We are now further engaging the Iowa Homeland Security regions to help them monitor and maintain the information within CASM
 - i. This will allow for improved communication with agencies during FirstNet deployment
 - ii. Continue to provide current and accurate information about county and agency resources
 - iii. Identify potential resources for cache reserves or assets which may be conducive to any future FirstNet emergency deployment

3. Reporting

- a. We have been providing reports to all counties and agency contacts about participation and the maintaining of current information
 - i. This has resulted in an awareness of obstacles and areas of concern for communication in our state
 - ii. The final report will be delivered in May 2016 detailing to our board areas where we were unsuccessful in communicating with agencies, and also bring attention to our legislators a need for improvement and enforcement for response.

4. Milestones

- a. Our newly created RIC(Regional Interoperability Committees) are now taking it upon themselves to reach out to counties to assist in improving outreach communication and maintaining up-to-date contact information.
 - i. Already the RICs have submitted a plan in which Regions will choose who will be the default secondary contact for agencies in which one does not exist.
 - ii. RICs are already beginning to depend on our newly mined data for their own regional and local outreach for FirstNet,
 - iii. Contacts have begun updating Communication Units and Devices available for deployment and interoperability. This includes mobile units which may be able to support FirstNet capabilities in the future.
- b. We have hit a HIGH mark in registrations for our CASM online training with 85 registrants to learn about what is CASM and why it is important for our FirstNet outreach effort
 - i. We continue to have requests for more training and are still seeing over 50 registrants on average, and once our video is made public on YouTube we will be able to reach more personnel 24/7, when it is convenient for them.
 - ii. The PS Library and CASM Mobile app are reinforcing awareness and utility of FirstNet for public safety personnel.
- c. Engagement with CASM point of contact effort has also led to:
 - i. More accurate communication with public safety personnel across the state for information updates concerning FirstNet.
 - ii. An increased awareness of the COML and COMT designations and their current and future need.
 - iii. Improved relations with public safety personnel across the state, as evident by an increase in participation and desire for meetings, training, and more information sharing.

We are making videos for the FIRSTNET initiative in Iowa. This will help educate public safety on the network. We are also revamping our website to reflect more outreach on firstnet. Using marketing tools such as FACEBOOK and Twitter more often to keep the message moving. Our RICS continue to meet monthly and are slowly growing interest in their roles. The ICN FIRSTNET broadband subcommittee of the Interop Board continues to work toward the 2nd consultation in Iowa in 2016. ICN recently held a broadband summit at the ICN in which we engage the private sector in FIRSTNET. <https://icn.iowa.gov/sites/default/files/publications/2016/Jan-Feb-2016-ICN-Insider.pdf> Sgt. Lampe along with Chair of FIRSTNET Broadband Committee Ric Lumbard, attended the Conference/Summit and was seated on the panel. (Ref question 11 (2))

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.

NONE

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

As indicated in the grant modification package, we intend to make use of 1 current state employee as Deputy SWIC to be responsible for the RIC formation and governance of FIRSTNET in Iowa.

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

DPS has partnered with the ICN on staffing for data collection on the CASM and trying to establish POC for the CASM tool when FIRSTNET comes to Iowa. Using the current state employees and using SLIGP funding, makes it very smooth for getting the information we need.

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

Job Title	FTE %	Project(s) Assigned	Change
DPS Interoperability Officer Sgt. Lampe	1	50% of wages paid by SLIGP funds for SLIGP activities	No
Administrative Assistant (secretary)	1	100% of wages paid by SLIGP funds for SLIGP activities	No

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13. Subcontracts (Vendors and/or Sub recipients)

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
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Federal Engineering	SLIGP activities	Vendor	N	Y	8-1-13	3-1-16	71,781	17,945	
Connect Iowa	SLIGP Outreach	Vendor	Y	Y	8-1-14	8-1-16	182,651	45,663	
Unknown vendor	Phase 2	Vendor	N	N	-	-	678,504	169,626	
Federal Engineering	SLIGP activities	Vendor	N	Y	4-7-14	4-1-16	162,000	40,500	
RICOH	Copier lease	Vendor	N	Y	11-1-13	10-31-16	8,640	2,160	

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

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	183,805	45,951	229,756	133,509	33,377	166,886
b. Personnel Fringe Benefits	81,480	20,370	101,850	51,215	12,804	64,019
c. Travel	215,652	53,913	269,565	28,694	7,173	35,867
d. Equipment	0	0	0	0	0	0
e. Materials/Supplies	42,833	10,709	53,542	15,968	3,992	19,960
f. Subcontracts Total	1,103,576	275,894	1,379,470	286,599	71,650	358,249
g. Other	28,912	7,228	36,140	30,403	7,601	38,004
h. Total Costs	1,656,258	414,065	2,070,323	546,388	136,597	682,985
i. % 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 extension)

515-725-6113

Thomas Lampe	16d. Email Address lampe@dps.state.ia.us
16b. Signature of Authorized Certifying Official	16e. Date Report Submitted (month, day, year) 2-3-16

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