

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 30-10-S13030			
		4. EIN 810302402			
1. Recipient Name State of Montana, Department of Administration		6. Report Date (MM/DD/YYYY) 10/28/2013			
3. Street Address PO Box 200113, 124 No. Roberts Street, Mitchell Building		7. Reporting Period End Date: 09/30/2013			
5. City, State, Zip Code Helena, MT 59620		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: 08/01/2013	10b. End Date: 07/31/2016				
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	0			
2	Broadband Conference	10			
3	Staffing	.5			
4	Contract Executions	0			
5	Governance Meetings	2			
6	Education and Outreach Mat.	0			
7	Phase II Activities	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.					
1. No progress. Stake holder meetings will not be scheduled until the procurement process is complete and contractor(s) have been selected. 2. Montana sent 10 representatives to the FirstNet Pre-award Conference at Denver. Per e-mail request and approval, Montana is not seeking federal reimbursement for pre-award conference expenses but using the paid expenses as in-kind match. 3. No progress has been made at on-boarding new staff. To date, state staff has worked on SLIGP. As noted on the SF 424, for the period 8/1/13—9/30/13, state personnel have contributed 173 hours over the months of August and September, 2013, to SLIGP (in-kind). Time includes due diligence with NTIA including work plan preparation and revisions, contract analysis, set-up of reporting systems with fiscal, and setting-up the new governance model with local representation. Also, staff has worked with OEC to plan and coordinate a SCIP Inclusion-BB Coverage.					

Workshop scheduled for November 5th and 6th at the State Capitol Building.

4. There have not been any contract executions to date.
5. Staff made SLIGP presentations to the LMR/SIBG at the August and September meetings. The first meeting of the expanded SIGB is scheduled for December 10, 2013. Efforts to date included drafting an Executive Order for the Governor that authorizes and directs the SIGB, inviting State-wide Associations to join the SIGB, getting 2 nominations from each Association and working with the Governor's Office to issue appointment letters. Seats added to the SIGB are: State Fire Chiefs, State Volunteer Fire Chiefs, Montana Emergency Medical Association, Montana Sheriffs and Peace Officers Association, Montana Chiefs of Police, Montana Association of Counties, Montana League of Cities and Towns and, two Montana Teleco Associations (non-voting). Additionally, the Governor's Office, Transportation, Justice, Administration (CIO), and Disaster and Emergency Services have seats on the SIGB. Note that MSPOA, the Governor's Office, Transportation, Justice, and Administration (CIO) were SIGB members from 2011 to present.
6. Education and Outreach Materials have not yet been developed or distributed.
7. Phase II activities are unknown at this time.

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.

Because we are expensing state funds to pay for pre-award travel (in-kind), there is \$14,994 federal that needs to be re-programmed (see budget narrative).

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

- A. There is uncertainty about the content of education and outreach materials. Montana SLIGP does not want to raise expectations of the local and tribal jurisdictions only to discover that local areas are not covered or that rates are not affordable. We want to have a consistent message that is backed by NTIA and the FNN. Otherwise, the local and tribal jurisdictions won't participate in meetings 2 and 3.B.
- B. In authorizing the SLIGP Program acceptance by the State of Montana, the Legislature passed the following Motion during the 2013 Session: "state's FirstNet planning efforts include substantive participation from private telecommunications network providers, both wireline and wireless, and the plan developed must seek to maximize the use of existing private telecommunications infrastructure and must prohibit the use of FirstNet to compete with private telecommunications providers, pursuant to Title 2, Chapter 17, part 6". As part of standing-up the SLIGP in Montana, to be in compliance with the Legislative motion, the SPOC has requested input from the Montana Teleco's "to ensure that private telecommunications providers have substantive participation with the state's education and outreach planning as well as the data collection planning requirements of the SLIGP grant". The SPOC goes on to state in correspondence to the Teleco Associations: "Our intent is to review everyone's feedback and develop a list of requirements and deliverables for the RFP when we go out to contract services for (to) fulfill the grant requirements". Input from the Telcos' was requested on October 17, 2013. We have not received comment by October 28, 2013. Accordingly, the SPOC has delayed moving forward with the RFP-contract process until the Telco's respond, staff can review the responses and the SIGB can review and approve a course of action. In the absence of a response to date, and with the 1) OEC SCIP/BB Coverage Workshop scheduled for November 5 and 6, 2013; and, 2) the organizational meeting of the new SIGB on November 12, 2013 (meeting postponed due to delay in Governor appointments), the SPOC has requested that the Telco's reply during November so the SIGB can consider the matter at its December 10, 2013 meeting. This necessary process has delayed the RFP/Contract process until January, 2014.

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

None

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. The project is in start-up; the CIO, COO (SPOC), Bureau Chief and Bureau staff member, all paid from the State General Fund, have contributed to SLIGP grant application development, due diligence, conference and calls, governance reorganization planning and implementation, and, program set-up and launch.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
SLIGP Start-up Manager	.5	SLIGP Plans and Reports; Reconstitute SIGB; Set-up OEC BB Coverage WS; SLIGP start-up. Salary is from state general fund.	

Add Row

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13. Subcontracts (Vendors and/or Subrecipients) N/A

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
	Needs Assessment	Vendor	N	N			410,931	102,733	NA
	Meeting Facilitation	Vendor	N	N			(Inclusive)		
	Legal (MOU)	Vendor	N	N			(Inclusive)		
	Technical	Vendor	N	N			(Inclusive)		
	Website	Vendor	N	N			(Inclusive)		

Remove Row

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

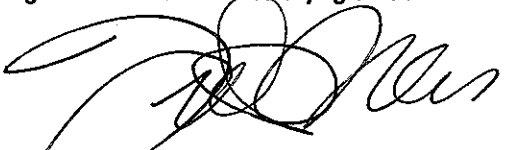
14. Budget Worksheet

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	250,000	330,272	580,272	0	7,018	7,018
b. Personnel Fringe Benefits	56850	75,104	131,954	0	2,343	2,343

c. Travel	181,026	14,157	195,183	0	13,743	13,743
d. Equipment	0	0	0	0		
e. Materials/Supplies	9,400	1,832	11,232	0		
f. Subcontracts Total	410,931	0	410,931	0		
g. Other	908,208	32,739	940,947	0		
h. Total Costs	1,816,415	454,104	2,270,519	0	23,104	23,104
i. % of Total	80%	20%	100%	0	100%	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 Quinn Ness, Bureau Chief Public Safety Communications Bureau PDF VERSION OF THIS PPR SIGNED BY QUINN NESS	16c. Telephone (area code, number, and extension) 406-444-6134
	16d. Email Address Qness@mt.gov
16b. Signature of Authorized Certifying Official 	16e. Date Report Submitted (month, day, year) 10/28/2013 Revised per 11/25/13 CWayne Request for Clarification Submitted 12/3/13

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