


U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	37-10-S13037N
1. Recipient Name				4. EIN:	300712287
Executive Office of the State of North Carolina (North Carolina Department of Information Technology)				6. Report Date (MM/DD/YYYY)	1/29/2016
3. Street Address				7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2015
3700 Wake Forest Road				8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
5. City, State, Zip Code				Raleigh, NC 27609	
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)		7/1/2014		10b. End Date: (MM/DD/YYYY)	
				01-31-2018	
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, etc.)	Project Deliverable Quantity (Number & Indicator Description)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Amount expended
1	Stakeholder Meetings	665			
2	Broadband Conferences	2			
3	Staff Hires	0			
4	Contract Executions	0			
5	Governance Meetings	1			
6	Education and Outreach	10675			
7	Subrecipient Agreement Executed	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 1			
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>North Carolina has continued a varied outreach and education program to provide information on FirstNet during this past quarter. The program continues to staff informational booths at conventions and conferences along with presentations in order to provide the opportunity to engage stakeholders in one on one conversations. This has led to an additional 1017 flyers making it into the hand of interested parties along with targeted conversations to address the concerns of emergency response agencies in the State of North Carolina. In one instance, FirstNetNC staff was able to include printed material in the registration packet for a large conference resulting in the distribution of 1000 flyers. This type of distribution opportunity will continue to be explored. North Carolina attended two Broadband and one Governance meetings. The Statewide Interoperability Executive Committee (Governance) held a regular meeting in which FirstNetNC provided an update. Additionally, DHS OEC conducted a Statewide Communications Interoperability Plan (SCIP) workshop in which FirstNetNC participated as it was a working group dealing with governance. Tremendous effort was undertaken to complete the Phase II Budget Submission this quarter. At total of 665 stakeholders were reached, 1 staff member attended the Governance meetings with FirstNetNC participation, and 1017 printed materials were distributed along with digital outreach: educational/outreach emails sent - 9176; total Twitter followers - 122; Facebook Likes - 79; Website visits - 281.</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.					
Per North Carolina's Amendment #5, a revised SLUGP budget was submitted to NTIA this quarter for consideration and approval.					

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.								
Holidays as well as little new information from FirstNet (possibly due to development of RFP) - made the outreach numbers smaller for this quarter.								
11d. Describe any success stories or best practices you have identified. Please be as specific as possible.								
As mentioned in the last PPR, the FirstNetNC team is seeing great benefit from part time Field Liaison staff.								
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 North Carolina continues to be challenged by limited staffing this quarter. Never-the-less, the Education and Outreach Mission has continued successfully. Significant Staff resources were expended this quarter to complete the Phase II Amendment. Staffing updates/revisions were outlined in full in the Phase II budget revision. Some turmoil was experienced when the State first decided to pursue an approved Indirect Cost basis and then changed course as the costs and time to do this were determined to not be warranted. As discussed with NTIA, match efforts will continue to be counted for First Responder stakeholders attending FirstNetNC meetings.								
12b. Staffing Table								
Job Title	FTE%	Project (s) Assigned					Change	
IT Project Program Manager (FirstNetNC Director/SPOC)	100	(federal) Overall responsibility for SLIGP and FirstNetNC effort, including SPOC duties						
Networking Specialist (Technical Consultant, FirstNetNC)	100	(federal) Supports FirstNetNC with focus on technical questions/opportunities with responders, vendors, potential partners						
Networking Specialist (Assistant Director, FirstNetNC)	100	(federal) Supports FirstNetNC / oversees Education and Outreach with first responders and other stakeholders						
Information & Communications Specialist III (Dir. of Comms, Digital Infrastructure)	0	(federal) Development/responsibility for all media and communications materials/coordination						
Administrative Assistant I (Administrative Assistant, Digital Infrastructure)	0	(federal) Administrative support to FirstNetNC staff, including travel						
IT Director (Executive Director, Digital Infrastructure)	37	(federal) Oversight of Digital Infrastructure team. Coordination/strategy between FirstNetNC, Broadband Infrastructure Office and DIT					Effort charged against grant is 37% - for Governor and Legislative coordination.	
IT Manager (Program Management Specialist)	0	(federal) Supports FirstNetNC with focus on Program Management and Budget responsibilities						
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
NC Office of Information Technology Services (ITS Services)	Planning, GIS, Consultation	State Service	N	Y	7/1/2014	6/30/2015	\$400,000.00	\$0.00
NC Office of Information Technology Services (ITS Services)	Consultation, GIS, Networking	State Service	N	N	7/1/2015	6/30/2016	\$360,000.00	\$0.00
Data Collection/Inventory	Augment staff for data gathering and assessments	Private	N	N	7/1/2014	6/30/2015	\$300,000.00	\$250,000.00
Data Collection/Inventory	Augment staff for data gathering and assessments	Private	N	N	7/1/2015	6/30/2016	\$315,000.00	\$235,000.00
Local MOUs	Develop MOUs with local co-ops as necessary	Local Service/Private	N	N	7/1/2014	6/30/2016	\$50,000.00	\$0.00

13b. Describe any challenges encountered with vendors and/or subrecipients.						
Other contractors include the outreach field staff (Law Enforcement Liaison, EM Liaison, and EMS Liaison). These individuals are temporary staff through the State temporary agency, Temp Solutions. They were previously reported in the staffing table, but expenses are actually reported under Subcontracts so are now being described here for consistency.						
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	\$1,134,214.00	\$0.00	\$1,134,214.00	\$454,516.56	\$47,465.40	\$501,981.96
b. Personnel Fringe Benefits	\$329,635.00	\$0.00	\$329,635.00	\$122,419.14	\$9,171.03	\$131,590.17
c. Travel	\$156,528.00	\$0.00	\$156,528.00	\$25,364.74	\$7,872.67	\$33,237.41
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$16,260.00	\$0.00	\$16,260.00	\$1,215.55	\$0.00	\$1,215.55
f. Subcontracts Total	\$1,425,000.00	\$485,000.00	\$1,910,000.00	\$100,642.64	\$46,918.00	\$147,560.64
g. Other	\$56,063.00	\$108,038.00	\$164,101.00	\$40,612.87	\$23,908.37	\$64,521.24
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$3,117,700.00	\$593,038.00	\$3,710,738.00	\$744,771.50	\$135,335.47	\$880,106.97
j. % of Total	84%	16%	100%	85%	15%	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)	919-754-6693	
Allan Sadowski, North Carolina FirstNet Program Director, NC Department of Information Technology				16d. Email Address:	allan.sadowski@nc.gov	
16b. Signature of Authorized Certifying Official: 				Date:	1/29/2016	