

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	33-10-S13033	
				4. EIN:	02-6000618	
1. Recipient Name	New Hampshire Department of Safety			6. Report Date (MM/DD/YYYY)	1/20/2016	
3. Street Address	33 Hazen Drive			7. Reporting Period End Date: (MM/DD/YYYY)	3/31/2016	
5. City, State, Zip Code	Concord, NH 03305			8. Final Report	9. Report Frequency	
				Yes <input type="checkbox"/>	Quarterly <input checked="" type="checkbox"/>	
				No <input checked="" type="checkbox"/>		
10a. Project/Grant Period						
Start Date: 09/01/2013		10b. End Date:	02/28/2018			
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	335				
2	Broadband Conferences	0				
3	Staff Hires	0				
4	Contract Executions	1				
5	Governance Meetings	8				
6	Education and Outreach	37				
7	Subrecipient Agreement Executed	0				
8	Phase 2 - Coverage	Stage 2				
9	Phase 2 - Users and Their Operational Areas	Stage 2				
10	Phase 2 - Capacity Planning	Stage 2				
11	Phase 2 - Current Providers/Procurement	Stage 2				
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.						
<p>The following stakeholder meetings were held during this quarter: 1/4/16 - NH Fire Academy (12 people), 1/8/16 - NH Dept of Resource and Economic Dev (11 people), 1/11/16 - NH Homeland Security &amp; Emergency Mgmt (23 people), 1/14/16 - NH Dept of Safety (6 people), 1/15/16 - NH Public Television (5 people), 1/26/16 - NH Dept of Safety (73 people), 2/1/16 - NH Dept of Safety (3 people), 2/5/16 - NH Fire Academy (43 people), 2/10/16 - Merrimack County (4 people), 2/17/16, NH Safety Facility, New Hampton, NH (13 people), 3/4/16 - NH Fire Academy (15 people), 3/7/16 - NH Dept of Resource &amp; Economic Dev (10 people), 3/16/16 - Concord, NH Fire Dept (12 people), 3/21/16 - PSTC (60 people), 3/22-24/16 - NH Fire Academy (30 people), 3/7/16 - NH Hospital Association (3 people), 3/10/16 - NH Dept of Safety (12 people) The SIEC met on February 5th, 2016 with Mike Varney and Justin Shore from FirstNet in attendance. One major accomplishment during the quarter was bringing onboard on a team of Engineering Consultants from Mission Critical Partners to develop, along with members from the SIEC, a Survey Response Document to illicit data information form all First Responder disciplines in an attempt to illustrate the anticipated New Hampshire/FirstNet footprint. In collaboration with that effort, we have also surveyed Dispatch Centers from throughout the State for their "Calls for Service" data.</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.						
No changes are being requested at this time.						

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

The SIEC is scheduled to meet on May 6th, 2016. The SIEC meets on a quarterly basis, or as needed. The SIEC governance was established by law with the Governor's signature in June of last year. The three Working Groups meet on a quarterly basis as well, however with the number of taskings assigned to each group, they met whenever it is necessary to address the most contemporaneous issues. The Office of Interoperability has also offered a Conditional Offer of Employment to a candidate who is experienced as a Web-page Manager, to develop and have management authority over the proposed New Hampshire/FirstNet Web-page. Her anticipated hire date is, April, 29th, 2016. NTIA/FirstNet Phase II Grant requirements have invoked an aggressive schedule to accomplish data collection and all its related requirements as we look to the future. The SIEC was pleased to learn at the most recent SPOC Conference that FirstNet will continue to accept collected data through the first three quarters of 2016. SIEC participants as well as our associated stakeholders and partners will be diligently working towards providing a recommendation to the Governor regarding our FirstNet engagement. New Hampshire wishes to be at the forefront of the FirstNet build out and will work aggressively towards those means. The SWIC/SPOC has consulted with Mike Varney from FirstNet on several occasions to map out the 2016 Agenda.

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

**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
SWIC	0.65	Management and coordination of grant project activities.	Percentage Change
Program Specialist IV	0.01	Financial Tracking and Reporting	Position/Staff Change

**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
Data Collection Activities	Consulting Services	Mission Critical Partners	Y	Y	2/10/2016	6/30/2016	\$203,208.00	\$0.00

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

None at this time.

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	\$264,038.00	\$201,776.00	\$465,814.00	\$809.65	\$147,035.94	\$147,845.59
b. Personnel Fringe Benefits	\$106,347.00	\$15,812.00	\$122,159.00	\$158.61	\$11,470.83	\$11,629.44
c. Travel	\$59,460.00	\$1,035.00	\$60,495.00	\$5,556.11	\$406.45	\$5,962.56
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$8,943.00	\$1,350.00	\$10,293.00	\$121.57	\$0.00	\$121.57
f. Subcontracts Total	\$360,630.00	\$0.00	\$360,630.00	\$0.00	\$0.00	\$0.00
g. Other	\$21,280.00	\$0.00	\$21,280.00	\$14,852.03	\$0.00	\$14,852.03
h. Indirect	\$59,189.00	\$0.00	\$59,189.00	\$1,052.66	\$0.00	\$1,052.66
i. Total Costs	\$879,887.00	\$219,973.00	\$1,099,860.00	\$22,550.63	\$158,913.22	\$181,463.85
j. % of Total	80%	20%	100%	12%	88%	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)		
Pamela Urban-Morin, Grant Administrator				(603) 271-7663		
16b. Signature of Authorized Certifying Official:				16d. Email Address:		
<i>Pamela Urban-Morin 5/20/16</i>				Pamela.Urban-Morin@dos.nh.gov		
				Date:		
				3/31/2016		