

<b>U.S. Department of Commerce</b>			<b>2. Award or Grant Number</b> 33-10-S13033		
<b>Performance Progress Report</b>			<b>4. EIN</b> 02-6000618		
<b>1. Recipient Name</b> New Hampshire Department of Safety			<b>6. Report Date (MM/DD/YYYY)</b> 04/9/2014		
<b>3. Street Address</b> 33 Hazen Drive			<b>7. Reporting Period End Date:</b> 3/31/2014		
<b>5. City, State, Zip Code</b> Concord, NH 03305			<b>8. Final Report</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		<b>9. Report Frequency</b> <input type="checkbox"/> Quarterly
<b>10a. Project/Grant Period</b> Start Date: (09/01/2013)		<b>10b. End Date: (MM/DD/YYYY)</b> 08/31/16			
<b>11. List the individual projects in your approved Project Plan</b>					
	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	46 (people attended)	n/a	n/a	n/a
2	Broadband Conferences	1 (person attended)	n/a	n/a	n/a
3	Staff hires	0	n/a	n/a	n/a
4	Contract Executions	0	n/a	n/a	n/a
5	Governance Meetings	3 and approved	n/a	n/a	n/a
6	Education and Outreach Materials	60 (informational / educational manuals)	n/a	n/a	n/a
7	Subrecipient Agreements Executed	0	n/a	n/a	n/a
8	Phase II Activities	N/A			
<b>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.</b> Project Milestone: March 20 <sup>th</sup> , 2014 – completion of the US DHS/OEC Technical Assistance Program – Broadband 101 and Introduction to FIRSTNET. The SWIC's office has been engaged in outreach meetings throughout the state. Meeting with the County Sheriff's Association, the NH Dispatcher's Association and continual meetings with NH 911. Coordination activities with the NH Department of Resources and Economic Development through their TAB Committee, along with participating with the University of New Hampshire Broadband Mapping and Planning Conference to be held on May 16 <sup>th</sup> , 2014. The SWIC's office will also present on April 16 <sup>th</sup> , 2014 before the North Country Consortium on Interoperability, along with Rick Andreano from the US Department of Homeland Security, Office of Emergency Communications.					
<b>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.</b>  At this time, we do not anticipate any changes to take place the next quarter.					

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

NH DOS received approval from the State Legislature (01-15-2014) to formally accept these grant funds and establish financial accounting capabilities. Progress to date has been taking measures to develop the Governance that will provide authority to the Statewide Interoperability Executive Committee (SIEC) through an Executive Order signed by the Governor of New Hampshire. Expected to be also signed by the Governor as well is the "single point of contact" transitioned to the newly hired NH-SWIC. Information provided by conference calls with NTIA and along with US DHS EOC has allowed NH to select a date (March 20<sup>th</sup>, 2014) for the Broadband 101/Planning Technical Assistance (TA) along with the Executive Summary and an informational session about FirstNet. Progress regarding FirstNet and defining the SWIC's position has been to collaborate with FEMA Region 1 States through regional planning sessions. Attendance to the NCSWIC and RECCWG conferences, along with FirstNet Webinars has been instrumental in this capacity.

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

**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.**

As stated in the Baseline/Expenditure Plan, NHDOS anticipates hiring a Program Manager/Business Systems Analyst in Q4. This is under evaluation at this time.

**12b. Staffing Table**

	FTE %	Project(s) Assigned	Change
SWIC	0.75	Management and coordination of grant project activities.	No change.
Program specialist III	.01	Financial Tracking and Reporting	New

Add Row

Remove Row

**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
N/A									

Add Row

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

None at this time.						
<b>14. Budget Worksheet</b>						
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	280,698	144,357	425,055	0	34,642	34,642
b. Personnel Fringe Benefits	151,617	75,616	227,233	0	2,650	2,650
c. Travel	30,168	0	30,168	522	0	522
d. Equipment	0	0	0	0	0	0
e. Materials/Supplies	19,445	0	19,445	0	0	0
f. Subcontracts Total	335,550	0	335,550	0	0	0
g. Other	11,080	0	11,080	0	0	0
Indirect	51,329	0	51,329	0	0	0
h. Total Costs	879,887	219,973	1,099,860	522	37,292	37,814
i. % of Total	80%	20%	100%	1%	99%	100%
<b>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.</b>						
<b>16a. Typed or printed name and title of Authorized Certifying Official</b>  Pamela Urban-Morin, Grant Administrator  				<b>16c. Telephone (area code, number, and extension)</b>  (603) 271-7663  <b>16d. Email Address</b>  Pamela.Urban-Morin@dos.nh.gov		
<b>16b. Signature of Authorized Certifying Official</b>				<b>16e. Date Report Submitted (month, day, year)</b>  April 9, 2014		

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 10 hours per response for the application process, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Michael Dame, Director, State and Local Implementation Grant Program, Office of Public Safety Communications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.