

U.S. Department of Commerce		2. Award or Grant Number 37-10-S13037			
Performance Progress Report		4. EIN 300712287			
1. Recipient Name NORTH CAROLINA OFFICE OF INFORMATION TECHNOLOGY SERVICES		6. Report Date (MM/DD/YYYY) 1/22/2015			
3. Street Address 301 N. Wilmington St, 4352 Mail Service Center, Rm 400F		7. Reporting Period End Date: 12/31/2014			
5. City, State, Zip Code Raleigh, NC, 27699		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: (MM/DD/YYYY) (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	40	N/A	N/A	N/A
2	Broadband Conferences	0	N/A	N/A	N/A
3	Staff Hires (FTE)	0	N/A	N/A	N/A
4	Contract Executions	0	N/A	N/A	N/A
5	MOU/MOA Meetings	0	N/A	N/A	N/A
6	Governance Meetings	1	N/A	N/A	N/A
7	Education & Outreach Materials	40	N/A	N/A	N/A
<p>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> <p>This is the second report under the new Recipient Agency (North Carolina Office of Information Technology Services) as well as the first report for a full quarter for the new SPOC (P. Allan Sadowski). During this quarter there continued to be limited staff (2) Holidays, illness, and vacation of staff impacted work progress this quarter. That said, a major FirstNet stakeholder presentation and update on 19 Nov (40 attendees representing over 25 Community of Interest groups represented in meeting. Major staff development push occurred this quarter and two staff accepted positions (effective 2 Jan).</p> <p>Plans for Q1 include: dramatically expanded education and outreach efforts (web, social media, and email campaigns as well as development of NC focused presentations and handouts), continued hiring staff, visit to other States Consultation, Stakeholder meetings, prep for State Consultation Meeting,</p>					
<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.</p> <p>None anticipated at this time.</p>					

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

No major issues anticipated at this time. Fulltime staff complement expected to be on board next quarter, outreach campaign expected to be active starting late Jan 2015, continued preparation for State Consultation (23 April). State Government is not allowing new Boards – and existing structures are not good fit. Governance is evolving to Broad Stakeholder group advising SPOC as State Lead. This stakeholder advisory group mirrors the PSAC Advisory Committee with some additions and replacements where there is not a corresponding organization at the State level.

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

Nothing to share at this time.

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. Project minimal staffed for this quarter. Effort moved to State CIO at beginning of Q3 and current Program Director retired at end of Q3. Efforts began late in Q3 to hire new Program Director who was hired this quarter. Work began this quarter to hire staff. Two staff accepted positions at end of Q4, final three positions expected to be filled Q1 2015. Based on communications and feedback – despite Program Reset and move in NC – NC FirstNet effort appears to be progressing successfully. Staffing table updated to reflect additional State personnel who are assisting as part of match. Of note, the Staff Table shows a number of people that had fraction of 1% involvement – rounded number to 1%.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Program Director	100	Overall responsibility for effort	Started this Quarter
Admin Assistant	100	Assist Program Director as necessary	
State CIO	1	State Cabinet Level Guidance	
State IT Fiscal Director	1	State IT Fiscal support for FirstNet	
State IT HR Director	2	Development of Staff positions for FirstNet	
Assistant HR Manager	1	Assisted development of Staff positions for FirstNet	
Executive Assistant to State CIO	1	Support CIO – FirstNet Program interaction	
Admin Assistant Supervisor	1	Admin support to FirstNet program at Admin supervisor level	
Technical Recruiter	4	Efforts to recruit FirstNet Staff	
Financial Analyst	1	FirstNet Grant financial support	

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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
NC ITS-GIS	Assist in mapping data	State Service	N	Y	2/1/14	6/30/14	5,500	0	

NC Commerce Broadband	Assist in broadband data gathering in rural NC	State Service	N	N	7/1/14	6/30/16	100,000	0	N/A
NC ITS-GIS	Assist in mapping data and providing geospatial options	State Service	N	N	7/1/14	6/30/16	300,000		
Data Collection	Augment staff for data gathering and assessments during phase II	Private	N	N	7/1/14	6/30/16	430,000	510,000	
Local MOUs	Develop MOUs with local co-opts as necessary	Local Service/Private	N	N	7/1/14	6/30/16	50,000		

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13b. Describe any challenges encountered with vendors and/or sub recipients. Terminated use of two consultants that had been working on effort.

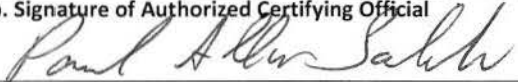
14. Budget Worksheet

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	0	1,134,214	82,445	19,331	101,776
b. Personnel Fringe Benefits	329,635	0	329,635	19,888	5,097	24,985
c. Travel	156,528	0	156,528	1,040	1,977	3,017
d. Equipment	0	0	0	0	0	0
e. Materials/Supplies	16,260	0	16,260	2,075	0	2,075
f. Subcontracts Total	1,425,000	485,000	1,910,000	36,940	46,918	83,858
g. Other	56,063	108,038	164,101	0	25,778	25,778
h. Total Costs	3,117,700	593,038	3,710,738	142,388	99,100	241,488
i. % of Total	84%	16%	100%	59%	41%	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. NOTE: In doing the Q4 PPR, an error was discovered in spreadsheet calculations for Fringe (medical) that resulted in an overage of \$866.39 in the Q3 PPR. To adjust for this overage, \$819.93 was subtracted for the Q4 6b number. Note (2): Additional spreadsheet errors found 12 Feb – this version corrects problem.

16a. Typed or printed name and title of Authorized Certifying Official Allan Sadowski	16c. Telephone (area code, number, and extension) (919)-413-9705
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North Carolina FirstNet Program Director	16d. Email Address Allan.sadowski@nc.gov
16b. Signature of Authorized Certifying Official 	16e. Date Report Submitted (month, day, year) 02/17/2015

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.