

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	49-10-513049N
1. Recipient Name	Utah Communications Authority			4. EIN:	87-0587139
3. Street Address	5360 S Ridge Village Drive			6. Report Date (MM/DD/YYYY)	10/30/2015
5. City, State, Zip Code	Salt Lake City, UT 84118			7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2015
				8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	11/1/2014	10b. End Date: (MM/DD/YYYY)	1/31/2018		
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)			
1	Stakeholder Meetings	125			
2	Broadband Conferences	4			
3	Staff Hires				
4	Contract Executions				
5	Governance Meetings	3			
6	Education and Outreach	600			
7	Subrecipient Agreement Executed	0			
8	Phase 2 - Coverage	Stages 1-5			
9	Phase 2 - Users and Their Operational Areas	Stages 1-5			
10	Phase 2 - Capacity Planning	Stages 1-5			
11	Phase 2 - Current Providers/Procurement	Stages 1-5			
12	Phase 2 - State Plan Decision	Stage I			
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>Monthly UCA Board meetings were held, in which the August Meeting the Data Gathering Process was discussed. Met with Utah Tribal Leaders in August to provide info on FIRSTNET and the data gathering process to the Utah Tribes. Held 2 FirstNet Outreach meetings to go through the data gathering process with entities in the state, and help answer questions. Sent 4 people to APCO Meeting in August. Sent over 600 letters to all agencies explaining data gathering process and mechanism in an effort to engage them in the data gathering process.</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.					

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

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.

The project is not fully staffed as described in our baseline expenditure plan. Assistant SWIC positions have not been hired

12b. Staffing Table

Job Title	FTE%	Project (s) Assigned	Change
Statewide Interoperability Coordinator (SWIC)	0.9	Oversee SLIGP activities	Filled
SWIC Assistant	1	Assist with SLIGP activities	Currently vacant
SWIC Assistant for Utah tribes	1	Assist with SLIGP activities relating to the tribes in Utah	Currently vacant
UCA Director	0.2	Oversight	Filled
UCA Operations Manager	0.1	Oversight	Filled

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
Accounting Support and Solutions	Financial Management	Vendor	N	N	11/1/2014	1/31/2018	\$74,880.00	\$0.00
Marketing	Outreach Coordination	Vendor	N	N			\$84,000.00	\$0.00
Marketing	Material Development	Vendor	N	N			\$56,000.00	\$0.00
Film Crew	Educational Video	Vendor	N	N			\$49,815.00	\$0.00
Ballard Spahr, LLP	Contract Review	Vendor	N	N			\$17,000.00	\$0.00
Fletcher, Heald & Hildreth	Assistance in Project Management	Vendor	N	Y	3/23/2015	6/30/2015	\$74,250.00	\$0.00
AGRC	Data Gathering and Analysis	Vendor	N	Y	7/1/2015	12/31/2016	\$227,760.00	\$0.00
Strata	Data Gathering and Analysis	Vendor	N	Y	7/1/2015	12/31/2016	\$81,000.00	\$0.00
Third Sun Productions	Web Site Development	Vendor	N	N			\$11,400.00	\$0.00

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

RFP's were not issued for AGRC and Strata, as they are State agencies and we were able to contract with them without an RFP. Third Sun is an existing vendor that designed and developed the UCA website, and we continue to use them to update all changes to our website on an ongoing hourly rate.

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	\$310,454.07	\$110,249.94	\$420,704.01	\$11,243.74	\$16,684.20	\$27,927.94
b. Personnel Fringe Benefits	\$148,707.50	\$52,809.72	\$201,517.22	\$2,451.80	\$1,932.10	\$4,383.90
c. Travel	\$139,660.00		\$139,660.00	\$14,070.67		\$14,070.67
d. Equipment			\$0.00			\$0.00
e. Materials/Supplies	\$11,280.22		\$11,280.22	\$1,673.23		\$1,673.23
f. Subcontracts Total	\$238,820.00		\$238,820.00	\$11,785.00		\$11,785.00
g. Other	\$35,554.00	\$157,530.00	\$193,084.00	\$10,031.05	\$22,481.69	\$32,512.74
h. Phase II	\$885,903.01	\$98,867.57	\$984,770.58			\$0.00
i. Total Costs	\$1,770,378.80	\$419,457.23	\$2,189,836.03	\$51,255.49	\$41,097.99	\$92,353.48
j. % of Total	81%	19%	100%	55%	45%	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)		801-840-4200
Steven Proctor, UCA Executive Director				16d. Email Address:		sproctor@uca911.org
16b. Signature of Authorized Certifying Official:				Date: 11-10-2015		10/30/2015
						