

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	54-10-S13054	
				4. EIN:	55-600147	
1. Recipient Name	WV Dept of Homeland Security and Emergency Management			6. Report Date (MM/DD/YYYY)	7/30/2015 Revised 9/4/2015	
3. Street Address	1900 Kanawha Blvd East Room EB80			7. Reporting Period End Date: (MM/DD/YYYY)	6/30/2015	
5. City, State, Zip Code	Charleston, WV 25311			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)	9/1/2013	10b. End Date: (MM/DD/YYYY)	8/31/2016			
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	475				
	Broadband Committee Meetings	3 mtgs/with 83 attendees				
2	Broadband Conferences					
3	Staff Hires	0.4				
4	Contract Executions					
5	Governance Meetings	3 with 83 attendees				
6	Education and Outreach	2442				
7	Subrecipient Agreement Executed					
8	Phase 2 - Coverage	Stage 1				
9	Phase 2 - Users and Their Operational Areas	Stage 1				
10	Phase 2 - Capacity Planning	N/A				
11	Phase 2 - Current Providers/Procurement	N/A				
12	Phase 2 - State Plan Decision	N/a				
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.						

Stakeholder Mtgs include 199 participants at RIC meetings + 125 WV Emergency Management Council Conference + 67 participants at the FirstNet Initial Consultation Meeting

May 5th we held the WV -FirstNet Initial Consultation meeting in Charleston, WV. WV and FirstNet gave a status update, discussed the data collection, and engaged participants in discussions of needs and next steps. Stakeholders were invited to participate. There were 67 attendees including FirstNet Staff. In addition, participants from other states participated. Having other states there was beneficial in collaborating and sharing information.

The Broadband Committee Chairman, Pat Chard presented at the 2015 WV Emergency Management Council Conference in June at Canaan Valley. He gave an update and discussed that we would soon be conducting surveys (Phase 2 -data collection) regarding user needs and their current status/capabilities. There were approximately 125 participants.

Phase 2 - We have begun the planning stage. We have contacted other states and have created a "User Needs and Capabilities Survey"

Education and Outreach We email a weekly FirstNet Update and a monthly SIRN newsletter to each RIC Chairman, who then distributes them to the RIC members there are approximately 25 per the 6 RICs 6 RICs * 12 weeks per quarter + 3 monthly SIRN newsletter * 25 members = 2250 We distributed a presentation at the FirstNet Initial Consultation Mtg 67 attendees. + We distributed a presentation at the 2015 WV Emergency Management Council Conference to 125 participants Total 2442

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.

We were able to engage state, local, agencies, and other states to attend our Initial Consultation Meeting with FirstNet. We held the meeting the day before the 2015 WV Safety Expo which was held at the same facility in Charleston.

We also were invited to present at 2015 WV Emergency Management Council Conference. Scheduling presentations in conjunction with these type of state events has helped us reach stakeholders. The SWIC, GE McCabe has attended many of the RIC meetings, which is another opportunity to conduct outreach and give updates of the upcoming data collection phase.

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 we enter the Phase 2 Data Collection Process we will be adding staff to the project as needed.

12b. Staffing Table

Job Title	FTE%	Project (s) Assigned	Change
SWIC	100%	Supervising and supporting activities related to technical considerations, outreach, education, phase 2 planning, staff activities, reporting	
Technical Support Advisor	40%	Provide technical support to the Broadband Committee, SPOC and SWIC. Administering and monitoring the Broadband traffic on the SIRN Broadband Network	position starting work on SLIGP
GIS Analyst			
Project Manager	100%	Oversee grant administrative support, outreach, assist with phase 2 planning, plan meetings and conferences	
Project Manager Tommy Dingess	5%	Oversee grant administrative support	

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
	Legal Services	Vendor	N	N		9/30/2016	\$22,500.00	\$0.00
	SWIC	Vendor	N	N		9/30/2016	\$52,000.00	\$0.00
Lisa Paxton	Program Manager	Vendor	Y	Y		9/30/2016	\$189,000.00	\$0.00
	Support Assistant	Vendor	N	N		9/30/2016	\$108,000.00	\$0.00
	Outreach and Training Specialist	Vendor	N	N		9/30/2016	\$120,000.00	\$0.00
	Grant/SCIP Analyst	Vendor	N	N		9/30/2016	\$12,000.00	\$0.00
	Regional Outreach Federal	Vendor	N	N		9/30/2016	\$30,000.00	\$0.00
	Broadband SME	Vendor	N	N		9/30/2016	\$270,000.00	\$0.00

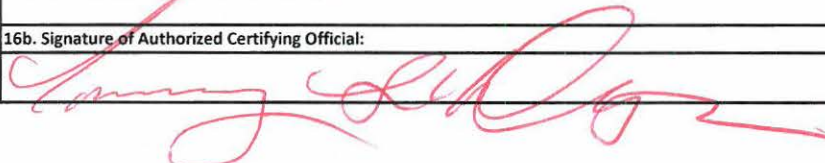
13b. Describe any challenges encountered with vendors and/or subrecipients.



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. Revised 09/04/2015
 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	\$0	\$237,689	\$237,689	\$36,068	\$98,940	\$135,008
b. Personnel Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0
c. Travel	\$209,125	\$11,998	\$221,123	\$5,961	\$11,014	\$16,975
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
e. Materials/Supplies	\$10,473	\$5,400	\$15,873	\$7,303	\$2,100	\$9,403
f. Subcontracts Total	\$803,500	\$0	\$803,500	\$28,527	\$0	\$28,527
g. Other	\$98,400	\$25,920	\$124,320	\$0	11520	\$11,520
h. Indirect			\$0	\$0	\$0	\$0
i. Total Costs	\$1,121,498	\$281,007	\$1,402,505	\$77,859	\$123,574	\$201,433
j. % of Total	80%	20%	100%	39%	61%	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)
Tommy Dingess, Director of Administration, WVDHSEM		(304) 558-5380
16b. Signature of Authorized Certifying Official:		16d. Email Address:
		tommy.l.dingess@wv.gov
		Date: 9-15-15 7/30/2015 Revised 09/04/2015