

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	18-10-S13018
				4. EIN:	35-6000158
1. Recipient Name	Indiana Integrated Public Safety Commission			6. Report Date (MM/DD/YYYY)	4/25/2017
3. Street Address	100 N. Senate Ave., Room N825			7. Reporting Period End Date: (MM/DD/YYYY)	3/31/2017
5. City, State, Zip Code	Indianapolis, IN 46204-2213			8. Final Report Yes <input type="checkbox"/> No <input type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
<b>10a. Project/Grant Period</b>					
Start Date: (MM/DD/YYYY)	9/1/2013	10b. End Date: (MM/DD/YYYY)	3/31/2018		
<b>11. List the individual projects in your approved Project Plan</b>					
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)			
1	Stakeholders Engaged	951	<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>		
2	Individuals Sent to Broadband Conferences	1	<i>Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter</i>		
3	Staff Hired (Full-Time Equivalent)(FTE)	0	<i>Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)</i>		
4	Contracts Executed	0	<i>Actual number of contracts executed during the quarter</i>		
5	Governance Meetings	5	<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>		
6	Education and Outreach Materials Distributed	14,509	<i>Actual volume of materials distributed (inclusive of paper and electronic materials) plus hits to any website or social media account supported by SLIGP during the quarter</i>		
7	Subrecipient Agreements Executed	NA	<i>Actual number of agreements executed during the quarter</i>		
8	Phase 2 - Coverage	Stage 6	<i>For each Phase 2 milestone category, please provide the status of the activity during the quarter:</i> <ul style="list-style-type: none"> <li>• Stage 1 - Process Development</li> <li>• Stage 2 - Data Collection in Progress</li> <li>• Stage 3 - Collection Complete; Analyzing/Aggregating Data</li> <li>• Stage 4 - Data Submitted to FirstNet</li> <li>• Stage 5 - Continued/Iterative Data Collection</li> <li>• Stage 6 - Submitted Iterative Data to FirstNet</li> </ul>		
9	Phase 2 – Users and Their Operational Areas	Stage 6			
10	Phase 2 – Capacity Planning	Stage 6			
11	Phase 2 – Current Providers/Procurement	NA			
12	Phase 2 – State Plan Decision	NA			
<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>					

1. Stakeholder Meetings – Project team members attended 25 stakeholder meetings (951 attendees) this quarter, including 12 District Planning Council (DPC) meetings, 1 first responder breakfast, 1 statewide conference (IACP), 2 1x1 county meetings, and 9 Regional FirstNet Seminars
2. Broadband Conferences – One staff member attended the Michigan Interoperable Communications Conference, February 6-10, 2017.
3. Contract Executions – None
4. Governance Meetings – Five governance meetings were held in this reporting period. The Integrated Public Safety Commission (IPSC) met on March 21, 2017. The Statewide Interoperability Executive Committee (SIEC) held two monthly conference calls on January 17, 2017 and February 21, 2017. The Indiana Broadband Executive Committee (FirstNet Co-Chairs/Key Players) held monthly meetings on February 20, 2017 and March 20, 2017. FirstNet/ broadband updates and activity details were provided at all meetings.
6. Education and Outreach Materials Distributed – 14,509 materials were distributed for outreach and education: Indiana FirstNet monthly newsletters, nine regional seminars, 12 DPC meetings and Indiana FirstNet statewide conference information. In addition, Indiana FirstNet Facebook had 4,212 hits during the quarter and 224 Twitter retweets (with a total of 220 Twitter followers).
5. Other Activities
  - Project team continues to meet weekly to discuss broadband issues, strategy and logistics. The two chairs of the Indiana Broadband Working Group (Indiana Department of Homeland Security Executive Director Bryan Langley and Indiana Chief Information Officer Dewand Neely) attended meetings at least once a month, along with other key FirstNet interested parties.
  - Project team released two newsletters during the quarter, introducing stakeholders to the FirstNet project and updating them on new information. These were released using the stakeholder database of 3,000+ recipients.
  - Project team conducted 9 Regional Seminars across the State of Indiana. Attendees included public safety personnel as well as elected officials.
6. Project team attended all NCSWIC and FirstNet/NTIA webinars and participated in the SPOC calls.
7. Planned major activities for the next quarter include:
  - Preparing for FirstNet draft State Plan delivery
  - Conducting a regional seminar in District 4
  - Conducting a statewide conference on May 2-3, 2017 (300+ attendees have registered)
  - Sending monthly FirstNet newsletters through our contact database of +3,000 recipients

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.

N/A

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

N/A

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.

Indiana Governor Mike Pence instituted a "recalibration" effort (i.e. hiring freeze) in February 2016, which put a halt to our imminent plan to hire an Outreach Coordinator for the Northern half of the state. IPSC staff is filling in the gap to ensure regular attendance at meetings continues. IPSC hopes to fill the position in Q16. Additionally, the Statewide Interoperability Coordinator, Steve Skinner, retired in January, 2017. Sally Fay has been promoted to the SWIC position, but is still performing Outreach & Education and other project duties. This will not affect the project timeline, but additional hours over the estimated 50% FTE will be spent.

12b. Staffing Table - Please include all staff that have contributed time to the project. Please do not remove individuals from this table.

Job Title	FTE%	Project (s) Assigned	Change
Executive Director	0.15	FirstNet Single Point of Contact	
Statewide Interoperability Coordinator (SWIC)	0.50	Provides project oversight	
Communications Director	0.50	Directs outreach program and oversee grant reporting	
Comptroller	0.15	Supports budgetary and financial requirements, including grants and RFPs	
Operations Manager	0.05	Provides operational support	
Logistics Manager	0.05	Provides technical guidance (SME)	
Field Coordinator	0.50	Provides outreach/education	
Field Coordinator	0.50	Provides outreach/education	
Administrative Assistant	0.05	Provides administrative support for governance meetings and other project requirements	
Clerk	0.045	Provides clerical support	
Co-chair of Exec Comm (IN DHS Dir)	0.05	Provides Governance	
Co-chair of Exec Comm (CIO)	0.05	Provides Governance	

Gov's Ofc Public Safety Counselor	0.000	Provides Governance
GIS Coordinator	0.07	Provides technical guidance (SME)

**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
ProCaM Inc.	Conference Planner	vendor	N	Y	9/1/2014	8/31/2017	\$16,320.00	\$0.00
Michael Baker Internatl (via Guidesoft)	focus group convener; data collection	vendor	Y	Y	7/8/2015	12/8/2015	\$89,000.00	\$0.00
Crowe Horwath LLP	project management	vendor	Y	Y	7/12/2016	5/31/2018	\$1,799,755.00	\$0.00

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

N/A

**14. Budget Worksheet**

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	\$0.00	\$459,864.00	\$459,864.00	\$0.00	\$302,458.02	\$302,458.02
b. Personnel Fringe Benefits	\$0.00	\$128,762.00	\$128,762.00	\$0.00	\$84,693.84	\$84,693.84
c. Travel	\$343,354.00	\$0.00	\$343,354.00	\$34,957.51	\$0.00	\$34,957.51
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$4,800.00	\$0.00	\$4,800.00	\$515.77	\$0.00	\$515.77
f. Subcontracts Total	\$1,930,850.00	\$0.00	\$1,930,850.00	\$527,514.51	\$0.00	\$527,514.51
g. Other	\$75,500.00	\$0.00	\$75,500.00	\$46,310.57	\$0.00	\$46,310.57
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$2,354,504.00	\$588,626.00	\$2,943,130.00	\$609,298.36	\$387,151.86	\$996,450.22
j. % of Total	80%	20%	100%	61%	39%	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:**

David W. Vice, Executive Director  
 Indiana Integrated Public Safety Commission  
 FirstNet SPOC

**16c. Telephone (area code, number, and extension)**

317-232-8993

**16d. Email Address:**

dvice@ipsc.in.gov

**16b. Signature of Authorized Certifying Official:**

**Date:**

4/25/2017