

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)	4/26/2018
3. Street Address	100 N. Senate Ave., Room N825			7. Reporting Period End Date: (MM/DD/YYYY)	2/28/2018
5. City, State, Zip Code	Indianapolis, IN 46204-2213			8. Final Report Yes <input checked="" 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)	2/28/2018		
<b>11. List the individual projects in your approved Project Plan</b>					
	Project Type (Capacity Building, SCIP Update, etc.)	Project Deliverable Quantity (Number & Indicator Description)			
1	Stakeholders Engaged	1,205		<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>	
2	Individuals Sent to Broadband Conferences	0		<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	2		<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>	
6	Education and Outreach Materials Distributed	13,515		<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	Stage 6			

**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.**

1. Stakeholder Meetings – Project team members attended 23 stakeholder meetings (1205 attendees) this quarter, including 7 District Planning Council (DPC) meetings and 15 county, agency and association meetings. Also, attended 1 association conference for stakeholder outreach:
  - Indiana Association of Chiefs of Police Mid-Winter Conference
2. Broadband Conferences – No broadband conferences were attended.
3. Staff Hired (FTE) – No new staff was hired.
4. Contract Executions – No new contracts were executed.
5. Governance Meetings – Two governance meetings were held in this reporting period. The Statewide Interoperability Executive Committee (SIEC) held monthly meetings on January 16th and February 20th. FirstNet/ broadband updates and activity details were provided at all meetings.
6. Education and Outreach Materials Distributed – 13,515 materials were distributed for outreach and education, including: one Indiana FirstNet newsletter, Indiana FirstNet Facebook had 7,527 views during the quarter and Indiana FirstNet Twitter had 1,327 Twitter views.
7. Other Activities
  - Project team continues to meet bi-weekly to discuss broadband issues, strategy and logistics. .
  - Project team released one newsletter. This was released using the stakeholder database of 4,500+ recipients.
  - Project team updated the Indiana FirstNet Website, including information related to the opt-in decision of the state.
8. Project team attended all NCSWIC and FirstNet/NTIA webinars and participated in the SPOC calls.

**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.**

◁The State of Indiana recently deployed a new module in its PeopleSoft Financial system. The new module revealed errors in the figures reported on past quarterly FFRs submitted by this agency. The figures shown on this FFR for the quarter ending 12/31/2017 reflect true and accurate cash receipts and cash disbursements. Please be aware that PPRs for SLIGP quarters 4-17 must be revised and resubmitted by this agency.

**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 state hiring freeze was lifted this year and IPSC was able to fill its vacant Field Coordinator in July 2017.

**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	
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	\$42,075.00	\$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	\$1,799,775.00	\$0.00

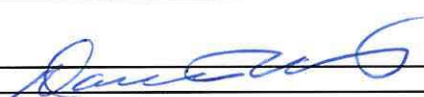
13b. Describe any challenges encountered with vendors and/or subrecipients.

**14. Budget Worksheet**

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 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	\$449,383.09	\$449,383.09
b. Personnel Fringe Benefits	\$0.00	\$128,762.00	\$128,762.00	\$0.00	\$125,832.85	\$125,832.85
c. Travel	\$343,354.00	\$0.00	\$343,354.00	\$41,305.19	\$0.00	\$41,305.19
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	\$2,304.75	\$0.00	\$2,304.75
f. Subcontracts Total	\$1,930,850.00	\$0.00	\$1,930,850.00	\$1,890,054.59	\$0.00	\$1,890,054.59
g. Other	\$75,500.00	\$0.00	\$75,500.00	\$46,827.51	\$0.00	\$46,827.51
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	\$1,980,492.04	\$575,215.94	\$2,555,707.98
j. % of Total	80%	20%	100%	77%	23%	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
16b. Signature of Authorized Certifying Official: 		16d. Email Address: dvice@ipsc.in.gov
		Date: 4/26/2018

