

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 25-10-S13025	
1. Recipient Name- Massachusetts Executive Office of Public Safety and Security		4. EIN 04-6002284	
3. Street Address 10 Park Plaza, Suite 3720		6. Report Date (MM/DD/YYYY) 10/10/13	
5. City, State, Zip Code Boston, MA 02116		7. Reporting Period End Date: September 30, 2013	
10a. Project/Grant Period Start Date: 08/01/2013		10b. End Date: 07/31/2016	
		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9. Report Frequency <input type="checkbox"/> Quarterly

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	20			
2	Training Sessions	0			
3	Broadband Conferences	0			
4	Staff Hires (Full Time Equivalent)	0			
5	Contract Executions	0			
6	Statutory or Regulatory Changes	0			
7	Governance Meetings	0			
8	Sub-recipient Agreements	0			
9	Education and Outreach Materials	0			
10	Phase II Activities	0			

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.

For this reporting period limited activity has taken place. Monthly meetings of the Greater Boston Police Council, the Statewide Interoperability Executive Committee as well as the UASI region network group, PSNet, all of whom are stakeholders of the NPSBN, have been given short updates as to the status of the NPSBN, current ongoing discussions at FIRSTNET, and the current status of SLIGP. This included 20 stakeholders. There was a general awareness of the NPSBN but a degree of misinformation and varying expectations, providing us with a gap to be filled with increased communication next quarter. A number of existing administrative state employees have spent time on grant preparation and communication with our FIRSTNET and NTIA federal partners. No federal funds are in place to commence the program. Planning is under way to hire staff/contractors and prepare for grant activity/objectives. State principals who have portions of their time and salaries to the SLIGP state match have spent time planning identifying relevant stakeholders and users for an effective outreach and education effort, as well as to identify a blueprint for our website and quarterly newsletters.

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.

Milestones identified as 1st quarter activities generally have not been met due to the grant award “slippage” and our inability to execute any contracts. An attempt will be made to make for this, as best we can, in subsequent quarters.

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

Although the mechanics involved in the SLIGP funding have not been completed as of the date of this quarterly report, therefore no contract executions have occurred, planning has been, and continues to be, conducted in anticipation of an increase in activities next quarter.

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

Numerous calls as well as conference calls have been conducted involving milestone development, grant coordination and reporting. Numerous meetings with our state financial team to discuss the appropriate state and federally mandated procedures, have taken place to assure smooth and effective overall grant implementation.

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. N/A

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
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13. Subcontracts (Vendors and/or Subrecipients) N/A

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
Project Director	Project Director Staff Augmentation	Vendor	N	N	TBD	TBD	\$ 231,000		
Broadband Subject Matter Expert	Broadband Subject Matter Expert Staff Augmentation	Vendor	N	N	TBD	TBD	\$ 480,000		
Project Manager	Project Manager Staff Augmentation	Vendor	N	N	TBD	TBD	\$ 300,000		

Education and Outreach Coordinator	Education and Outreach Coordinator Staff Augmentation	Vendor	N	N	TBD	TBD	\$ 225,000		
Data Collection Coordinator	Data Collection Coordinator Staff Augmentation	Vendor	N	N	TBD	TBD	\$ 65,000		
Data Collection Staff	Data Collection Staff Augmentation	Vendor	N	N	TBD	TBD	\$ 100,000		
Consultant - Integration of Broadband into SCIP Plan	Consultant for Integration of Broadband into SCIP Plan	Vendor	N	N	TBD	TBD		\$ 343,750	
Legal Services	Legal and Policy Services	Vendor	N	N	TBD	TBD	\$ 156,000		
Phase 2 Subject Matter Consulting	Phase 2 Subject Matter Consulting	Vendor	N	N	TBD	TBD	\$ 165,730	\$ 72,280	
Project and Collaboration Web Site	Project and Collaboration Web Site and Admin	Vendor	N	N	TBD	TBD	\$ 54,000		

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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. 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	\$ 107,658	\$ 124,500	\$ 232,158			
b. Personnel Fringe Benefits	\$ 29,358		\$ 29,358			
c. Travel	\$ 41,250		\$ 41,250			
d. Equipment						
e. Materials/Supplies						
f. Subcontracts Total	\$ 1,776,730	\$ 416,030	\$ 2,192,760			

g. Other	\$ 60,000		\$ 60,000			
h. Indirect Charges	\$ 147,123		\$ 147,123			
i. Total Costs	\$ 2,162,120	\$ 540,530	\$ 2,702,650	\$ 0	\$ 0	\$ 0
j. % of Total	80%	20%	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)- 617.725.3325		
Jeffrey Brownell, Compliance and Data Coordinator				16d. Email Address- Jeffrey.brownell@state.ma.us		
16b. Signature of Authorized Certifying Official				16e. Date Report Submitted (month, day, year)		
				12.04.2013		

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.