

U.S. Department of Commerce		2. Award or Grant Number: 26-10-S13026			
Performance Progress Report		4. EIN: 38-6000134			
1. Recipient Name : Michigan State Police – State 911 Administrative Section		6. Report Date (MM/DD/YYYY) : April 30 2016			
3. Street Address: P.O. Box 30634 333 S Grand Ave.		7. Reporting Period End Date: March 31.2016			
5. City, State, Zip Code: Lansing, MI 48909-0634		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		9. Report Frequency <input checked="" type="checkbox"/> Quarterly	
10a. Project/Grant Period Start Date: 09/01/2013	10b. End Date: 02/28/2018				
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	308			
2	Conferences	4			
3	Staff Hires (FTE)	0			
4	Contract Executions	0			
5	Governance Meetings	5			
6	Education and Outreach Materials	20,885 (1,850 copies + 19,035 (Q11 Tweets*Followers))			
7	Sub-recipient Agreements Executed	N/A			
8	Phase 2 - Coverage	Stage 4			
9	Phase 2 Users and their Operational Areas	Stage 4			
10	Phase 2 Capacity Planning	Stage 4			
11	Phase 2 Current Providers/Procurement	Stage 4			
12	Phase 2 State Plan Decision	Stage 1			
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>Milestone Activities:</p>					

Outreach & Education :

- Co-Hosted the MI Interoperability Communications Conference (February 22 – February 25, 2016) 215 Individual attendees.
 - Presented ‘MiPSB Project Update’ (February 24, 2016)
 - US Canada Interop – Cause 4 (February 24, 2016)
 - Presented ‘FEMA Region 5 Panel’ (February 23, 2016)
 - Harris County PSLTE Early Adopter (February 23, 2016)
 - FirstNet Use Case – Michigan DNR (February 23, 2016)
 - FirstNet Government Affairs (February 22, 2016)
 - FEMA Region V Meeting (February 23, 2016)
- Conducted 2 Pre-Workshop Webinar sessions of “LTE 101” for lesser-experienced attendees of the First Quarter Regional Engagement Workshops for Emergency Management Regions 5, 2 North, and 3 (March 17 and March 23) 10 attendees.
- Hosted the Region 5 Engagement Workshop in Kalamazoo, MI (March 24) 38 Attendees
- Hosted the Region 2 North Engagement Workshop in Clinton Twp. MI (March 29) 25 Attendees
- Hosted the Region 3 Engagement Workshop in Midland, MI (March 31) 20 Attendees

Governance: All governance meetings were hosted in Lansing MI with additional access through a webinar

- Hosted Monthly MI Public Safety Broadband Work Group Meetings: (January 12, February 9, March 8) 33 Attendees
- MI Public Safety Communications Interoperability Board Meeting (February 22) 20 Attendees
- Hosted FirstNet 2016 SPOC Kick-off Meeting: (March 1) 14 Attendees

Conferences:

- MI Statewide Interop Conference (February 22 – February 25): 4 Attendees

Social Media:

- The @MiPSBB Twitter Account metrics are 417 Followers, 421 Tweets and Following 369 as of March 31, 2016

Twitter has been a great tool for the MiPSB outreach team to provide information to our followers regarding outreach events and educational opportunities, program updates and activities, governance items and related news items and discussions. Additionally, this has been beneficial to our outreach team in tracking activities with other SLIGP teams.

Other Program Activities:

- Continue to collect information and enter contact information, outreach events and agency participation into Michigan User Engagement Database
- Published 2016 Outreach and Education Plan
- Published 2016 Tribal Outreach plan
- Participated in Monthly FEMA Region 5 teleconferences (January 5, February 2, February 23, March 5)
- Attended SPOC Webinar (February 26)

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.

Nothing at this time

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

Nothing at this time

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

The Michigan team has had excellent success in conducting interactive workshops with diverse groups of first responders and emergency management personnel. As of the end of Quarter 11, four sessions have been held in four emergency management regions: Grand Rapids, Kalamazoo, Clinton Township (North Metro Detroit), and Midland. Four more workshops will be held in April in Milan (South Metro Detroit), Howell, Escanaba and Gaylord. The primary objective is to engage the local practitioners in evaluating current coverage data and identifying gaps in proposed coverage and capacity, based on their knowledge of the local area. In addition to getting better data we are getting good feedback on the concerns and interests of the participants, while providing them better information to share with their communities and disciplines.

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.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
SWIC	.5	Provide oversight of all SLIGP project activities and outreach/education efforts	Continued work on SLIGP
Grant Director	.10	Provide oversight of all grant fiduciary activities and reporting requirements for the state.	Continued work on SLIGP
CIO / SPOC	.1	Primary point of contact. Inform Governor's office	Continued work on SLIGP

SLIGP Program Manager	.5	Project Management and operations	Changed to Contract Staff
Shared Services Director	.10	Executive support and managing SLIGP project team	Continued work on SLIGP
Shared Services Director Admin Support	.10	Administrative support relating to SLIGP efforts including scheduling meetings, preparing materials and human resources activities	Continued work on SLIGP
Outreach Support Staff 1	.1	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Changed to Contract Staff
Budget & Procurement Analyst	.1	Advise in all procurement and purchasing required for SLIGP. Monitor and track staff time reporting and project invoices	Changed to Contract Staff
Outreach Support Staff 2	.8	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Changed to Contract Staff
Outreach Support Staff 3	.8	Data preparation for outreach support including research on stakeholders groups and potential outreach engagement opportunities	Changed to Contract Staff
SWIC Admin Support	.1	Administrative support relating to SLIGP efforts including scheduling meetings, preparing materials and human resources activities	Continued work on SLIGP
Subject Matter Expert Engineer 1	.2	Provided technical support to project	Changed to Contract Staff
Subject Matter Expert Engineer 2	.2	Provided technical support to project	Changed to Contract Staff

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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	Project and % Assigned
State of Michigan	DTMB Project Staffing	Vendor	N	Y	10/1/15	2/28/18	\$1,708,755.23	\$0.00	
Consolidated Telecom Services (CTS)	Consulting and General Support	Vendor	y	Y	6/9/15	2/28/18	\$1,197,362	\$0.00	
Michigan State University	Kellogg Hotel & Conference Center	Vendor	N	Y	5/19/15	9/30/15	\$2,500	\$0.00	
AIC	Consulting and General Support	Vendor	N	Y	7/1/14	9/30/14	\$123,455	\$0.00	
Cynergyze	Consulting and General Support	Vendor	N	Y	3/1/14	6/30/14	\$100,000	\$0.00	

Cynergyze	Assist in the project planning phase	Vendor	N	Y	12/31/13	2/28/14	\$18,420	\$8,880.00	
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13b. Describe any challenges encountered with vendors and/or subrecipients.

Nothing at this time

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	\$0	\$461,859	\$461,859.00	\$0	\$284,154.00	\$284,154.00
b. Personnel Fringe Benefits	\$0	\$354,137	\$354,137.00	\$0	\$223,508.00	\$223,508.00
c. Travel	\$146,329.48	\$2,966	\$149,295.48	\$35,042.00	\$2,966.00	\$38,008.00
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
e. Materials/Supplies	\$27,955.45	\$8,937	\$36,892.45	\$13,293.00	\$2,979.00	\$16,272.00
f. Subcontracts Total	\$3,150,492.23	\$8,880	\$3,159,372.23	\$1,318,442.00	\$8,880.00	\$1,327,322.00
g. Other	\$22,239.84	\$795	\$23,034.84	\$4,202.00	\$795.00	\$4,997.00
h. Total Costs	\$3,347,017	\$837,574	\$4,184,591.00	\$1,370,979.00	\$523,282.00	\$1,894,261.00
% of Total	80%	20%	100%	72%	28%	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

Laura Blastic, SLIGP Program Manager, Department of Technology, Management & Budget (DTMB), Center for Shared Solution (CSS)

16d. Email Address

blasticl@michigan.gov

16b. Signature of Authorized Certifying Official

Laura Blastic

16e. Date Report Submitted (month, day, year)

5/17/2016

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.