

<b>U.S. Department of Commerce</b>  <b>Performance Progress Report</b>		<b>2. Award or Grant Number</b> 49-10-S13049N			
<b>1. Recipient Name</b> Utah Communications Authority		<b>4. EIN</b> 87-0587139			
<b>3. Street Address</b> 5360 S Ridge Village Dr		<b>6. Report Date (MM/DD/YYYY)</b> 1/30/2015			
<b>5. City, State, Zip Code</b> Salt Lake City, Utah, 84118		<b>7. Reporting Period End Date:</b> 12/31/2014		<b>9. Report Frequency</b> Quarterly	
<b>8. Final Report</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
<b>10a. Project/Grant Period</b> Start Date: 11/1/2014	<b>10b. End Date:</b> 7/31/2016				
<b>11. List the individual projects in your approved Project Plan</b>					
	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 Meeting	17			
2	Broadband Conferences	0			
3	Staff Hires	.3			
4	Contract Executions	1			
5	Governance Meetings	3			
6	Education & Outreach Materials	0			
7	Phase II	0			
<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>					
<p>FirstNet Consultation Meeting was held in November. Monthly UCA Board meetings were held. Consultant in place for financial management.</p>					
<b>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.</b>					
<b>11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.</b>					

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 project is not fully staffed as described in our baseline expenditure plan. UCA is still gearing up with this new responsibility, and anticipates hiring a SWIC in Q7 and assistants in Q8.

**12b. Staffing Table**

Job Title	FTE %	Project(s) Assigned	Change
Statewide Interoperability Coordinator (SWIC)	.9	Oversee SLIGP activities	Currently vacant
SWIC Assistant	1	Assist with SLIGP activities	Currently vacant
SWIC Assistant for Utah tribes	1	Assist with SLIGP activities relating to tribes in Utah	Currently vacant
UCA Director	.2	Oversight	Filled
UCA Operations Manager	.1	Oversight	Filled

**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
Accounting Support and Solutions	Financial Management	Vendor	N	N	11/1/14	7/31/16	\$40,320.00		0%
Marketing	Outreach Coordination	Vendor	N	N			\$84,000.00		0%
Marketing	Material Development	Vendor	N	N			\$56,000.00		0%
Film Crew	Educational Video	Vendor	N	N			\$50,000.00		0%
Ballard Spahr, LLP	Contract Review	Vendor	N	N			\$8,500.00		0%

Add Row

Remove Row

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

Accounting Support and Solutions (Kathy Trees) is an existing Contractor with UCA, and is taking on the financial responsibility of this grant. Because this is was existing and on-going contractor, no new RFP or contract was executed. Work for the grant began on November 1, 2014.

UCA has in place legal representation through Ballard Spahr LLP, who currently reviews UCA's new contracts. Therefore, there will not be a new RFP or contract executed for this function. Ballard Spahr, LLP has not yet begun work on for this grant, and will be engaged when the remaining contracts are executed.

No other RFPs or Contracts have been initiated 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	\$310,454.07	\$110,249.94	\$420,704.01	\$982.48	\$0	\$982.48
b. Personnel Fringe Benefits	\$148,707.50	\$52,809.72	\$201,517.22	\$196.69	\$0	\$196.69
c. Travel	\$139,660.00		\$139,660.00	\$0		\$0
d. Equipment						
e. Materials/Supplies	\$11,280.22		\$11,280.22	\$0		
f. Subcontracts Total	\$238,820.00		\$238,820.00	\$160.00		\$160.00
g. Other	\$35,554.00	\$157,530.00	\$193,084.00	\$3,318.40	\$5,393.92	\$8,712.32
h. Phase II	\$885,903.01	\$98,867.57	\$984,770.58			
i. Total Costs	\$1,770,378.80	\$419,457.23	\$2,189,836.03	\$4,657.57	\$5,393.92	\$10,051.49
j. % of Total	80.85%	19.15%	100%	46.34%	53.66%	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**

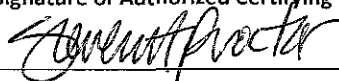
Steven Proctor, UCA Executive Director

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

801-840-4200

**16d. Email Address** sproctor@uca911.org

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



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

1/30/2015

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.