

U.S. Department of Commerce Performance Progress Report			2. Award or Grant Number 40-10-S13040		
			4. EIN 73-6017987		
1. Recipient Name STATE OF OKLAHOMA			6. Report Date (MM/DD/YYYY) 04/30/2014		
3. Street Address 3115 N. Lincoln Blvd.			7. Reporting Period End Date: 03/31/2014		
5. City, State, Zip Code Oklahoma City, OK 73105			8. Final Report ☐ Yes ☒ No	9. Report Frequency x Quarterly	
10a. Project/Grant Period Start Date: 09/01/2013	10b. End Date: 08/31/2016				
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 – Outreach and awareness	320			
2	Training Sessions	0			
3	Broadband conference	5			
4	Staff Hires (Full time) Matching FTE	.50			
5	Contract Executions	0			
6	Statutory or Regulatory Changes	NA			
7	Governance Board Meeting/Technical Steering Com.	4			
8	Education and Outreach Materials	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.

Milestone activities: The grant manager spoke in January to 50 members of Panhandle Telecom about the initiative. In February he held a teleconference with 10 members of the Rural Utility Coop and in March he attended and presented information to 25 members of the Oklahoma Telephone Association (OTA). We also have scheduled our first Awareness training for June 24th for a six county area in Southwest Central Oklahoma.

The SWIC shared information with 25 members of the Senior Advisory Council, 12 members at the SIGB meeting, 10 attendees of the Region 4 Council, 15 attendees of the Region 6&8 Council in January. In February she shared information with 10 attendees of the Regional Response Meeting, 8 attendees at the RECCWG-FEMA Region 6 meeting, 5 attendees at the Public Safety Meeting, 5 attendees at the Yukon Fire Meeting, 50 attendees at the State Emergency Management Workshop and 11 members of the Regional Council. In March she spoke to the OKOHS Staff meeting/IOC Update with 8 attendees, 5 attendees of the Oklahoma County EM Meeting, 4 attendees at the OEM Meeting, 6 attendees at the DPS Meeting, 8 attendees of the FEMA Region 6 Audit/Monitoring team, 15 attendees of the Central Area Emergency Management Meeting, 25 attendees of the ZOO Preparedness Day, 10 members of the Region 5 Council, and 3 attendees of the Tulsa County Emergency Management.

Also in March we had five representatives attend the State and Local Implementation Grant Program Workshop in Phoenix, AZ. There we established some connections to surrounding states and received some valuable information to assist us with our planning and implementation.

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.

A budget revision will be submitted next quarter to decrease personnel salary match values and add fringe to the match calculation.

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

We have worked this quarter on meeting accessibility standards on the website before deployment of the website and begun preparation for Outreach and Awareness training by compiling lists of contacts for our targeted training regions. The associations contacted have been very helpful in providing contact lists for our use.

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
Grant Manager	35%	Governance and Steering Committee Organization, preliminary PR	No change
Admin Support	50%	Admin. support, communication with committees, website development	No change
ODOT Radio	20%	Communication expertise	No change
LTE	50%	Radio technology specialist	Started work on SLIGP
Legal Attorney	25%		
Accountant	36%	Preliminary review of grant funding, set up time tracking, travel management	No change

13. Subcontracts (Vendors and/or Sub-recipients) – 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
TBD	Phase I Support	Vendor	N	N			743,781		
TBD	Phase II Support	Vendor	N	N			801,718		
TBD	Conference locations & trainers (RURAL)	Vendor	N	N			41,600		
TBD	Overnight stays for trainers	Vendor	N	N			1,700		
TBD	Conference locations & trainers (LOCAL)	Vendor	N	N			5,200		
Oklahoma Interactive/Ok.gov	Website development	Vendor	Y	Y			10,000		
TBD	PR interns	Vendor	N	N			4,500		
TBD	Legal assistance with MOU's	Vendor	N	N			\$60,000		
TBD	Video production for training	Vendor	N	N			\$10,000		

13b. Describe any challenges encountered with vendors and/or sub-recipients. N/A

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	481,204	481,204	0	38,806	\$38,806
b. Personnel Fringe Benefits	0	0	0	0	0	0
c. Travel	219,085	0	219,085	5,780	0	\$5,780
d. Equipment	0	0	0	0	0	0
e. Materials/Supplies	8,230	0	8,230	0	0	0
f. Subcontracts Total	1,678,499	0	1,678,499	0	0	0
g. Other	19,000	0	19,000	0	0	0
h. Total Costs	1,924,814	481,204	2,406,018	5,780	38,806	\$44,586
i. % of Total	80%	20%	100%	13.0%	87.0%	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

Ben Gherezgiher, Public Safety Segment Director
3115 N. Lincoln Blvd.
Oklahoma City, OK 73105

16c. Telephone (area code, number, and extension) (405) 521-6642

16d. Email Address Ben.gherezgiher@omes.ok.gov

16b. Signature of Authorized Certifying Official



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

05/07/2014 (Rev)

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.