2017 Missouri Office of Homeland Security Grant Status Report Training

Status Reports

❑ ***Change in Status Report Dates****
  ○ Due January 10th (07/01 – 12/31)
  ○ Due June 10th (01/01 – 06/30)

❑ Status Report Information:
  ○ Provide the status of each milestone, % completed and estimated completion date.
  ○ Provide project progress narrative.

❑ FY 17 Status Report Changes:
  ○ FY 15 and FY 16 use the Grant Progress Report GT1005
  ○ FY17 status report will be completed in WebGrants

Status Reports – Cont.

Grant Components

You can define your own alerts in the Alerts section

	Component
General Information	
Claims	
Subaward Adjustments	
Subaward Adjustment Notices	
Subaward Documents - Final	
Status Reports	
Attachments	
Budget	
Contact Information	
Project Summary	
Grant Project THIRA	
Grant Project Background *Complete only if previously funded with OHS grant funds*	
Deployable Resources *Complete only if funding Deployable Resource*	
Audit Certification Form	
Opportunity	
Application	

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Status Reports – Cont.

- Each Status Report will be copied from previous report by OHS staff.

Status Reports				Copy Existing Status Report	Return to Components		
ID	Type	Date From-To	Due Date	Submitted Date	Arrived?	Status
81760 - 01	Semi-Annual	08/16/2017-08/16/2017			-	Approved
81760 - 02	Semi-Annual	08/31/2017-11/30/2017	12/10/2017		-	Editing

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Status Reports – Cont.

- **What is a Milestone:** A milestone is a reference point that marks a major event in a project and is used to monitor the project's progress.

- Milestones should be: Specific, Measurable, Attainable, Results oriented, Time bound (SMART).

Status Reports – Cont.

- Good News! FY17 Milestones will be setup ready for January 2018 Status Report.

Status Reports – Cont.
Milestone Progress Section

Milestone Progress				Mark as Complete | Go to Status Report Forms | Add
Milestone:	Project Name:	Estimated Completion Date:	% Milestone Completed	Milestone Progress:
Coordinate one or more CERT trainings.	2017 SHSGP Region I Planning & Training	09/29/2017	10%	Training planning meeting scheduled.
Participate in the Region I full scale exercise.	2017 SHSGP Region I Planning & Training	08/31/2017	100%	Participated in Exercise Named X.
Minimal support to perform accounts payable, accounts receivable and clerical assistance, project & fiscal management, press releases and website postings.	2017 SHSGP Region I Planning & Training		0%	
Assist and encourage Red Cross to provide shelter trainings in the region.	2017 SHSGP Region I Planning & Training		0%	
Procurement: bidding, vendor selection, and ordering of two mobile radios.	Mobile Radios for Crocker Police Department	08/01/2018	10%	Initiated bidding process
Equipment: received, installed and tested.	Mobile Radios for Crocker Police Department		0%	
Vendor paid, WebGrants reimbursement submitted and reimbursement received.	Mobile Radios for Crocker Police Department		0%	
Local monitoring completed.	Mobile Radios for Crocker Police Department		0%	
Grant Final Report submitted and closeouts completed.	Mobile Radios for Crocker Police Department		0%	

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Status Reports – Cont.
Milestone Progress Section

- Option 1–Click on Milestone (blue link) and update each individually.

Milestone:	Project Name:	Estimated Completion Date:	% Milestone Completed	Milestone Progress:
Milestone Progress			Mark as Complete | Go to Status Report Forms | Add	
Coordinate one or more CERT trainings.	2017 SHSGP Region I Planning & Training	09/29/2017	10%	Training planning meeting scheduled.
Participate in the Region I full scale exercise.	2017 SHSGP Region I Planning & Training	08/31/2017	100%	Participated in Exercise Named X.
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Procurement: bidding, vendor selection, and ordering of two mobile radios.	Mobile Radios for Crocker Police Department	08/01/2018	10%	Initiated bidding process
Equipment: received, installed and tested.	Mobile Radios for Crocker Police Department		0%	
Vendor paid, WebGrants reimbursement submitted and reimbursement received.	Mobile Radios for Crocker Police Department		0%	
Local monitoring completed.	Mobile Radios for Crocker Police Department		0%	

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Status Reports – Cont.
Milestone Progress Section

Milestone Progress

Milestone: *
Equipment: received, installed and tested.

Project Name:
Mobile Radios for Richland Police Department

Estimated Completion Date:

% Milestone Completed
0%
Select the % this milestone is completed.

Milestone Progress:

Explain the milestone progress over the reporting period in detail

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Status Reports – Cont.
Milestone Progress Section

- Option 2 – Select Edit and update all fields at once.

Milestone:	Project Name:	Estimated Completion Date:	% Milestone Completed	Milestone Progress:
Coordinate one or more CERT trainings.	2017 SHSGP Region I Planning & Training	09/29/2017	10%	Training planning meeting scheduled.
Participate in the Region I full scale exercise.	2017 SHSGP Region I Planning & Training	08/31/2017	100%	Participated in Exercise Named X.
Minimal support to perform accounts payable, accounts receivable and clerical assistance, project & fiscal management, press releases and website postings.	2017 SHSGP Region I Planning & Training		0%	
Assist and encourage Red Cross to provide shelter trainings in the region.	2017 SHSGP Region I Planning & Training		0%	
Procurement: bidding, vendor selection, and ordering of two mobile radios.	Mobile Radios for Crocker Police Department	08/01/2018	10%	Initiated bidding process
Equipment: received, installed and tested.	Mobile Radios for Crocker Police Department		0%	
Vendor paid, WebGrants reimbursement submitted and reimbursement received.	Mobile Radios for Crocker Police Department		0%	
Local monitoring completed.	Mobile Radios for Crocker Police Department		0%	

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Status Reports – Cont.
Narrative Project Progress Section

Narrative Project Progress   **Add**

Project Name:	What do you anticipate accomplishing in the project over the next six months? Do you have any project accomplishments to be highlighted? Are there any negative issues that need to be highlighted?
Region I Workplan	Narrative to explain what you will be accomplishing. Also explain delays or possible subaward adjustments that might be needed for example.
Region I M&A	
Region I Planning & Training	
MOSWIN Radios for PD - City of Crocket PD	
MOSWIN Radios for PD - Richland PD	Radios were ordered. Expect delivery, installation and testing over next reporting period.
Rolla Fire & Rescue All Hazard Response Team	
MOSWIN Radios Waynesville PD	

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Status Reports – Cont.
Narrative Project Progress Section

- Option 1–Click on Project (blue link) and update each individually.

Status Reports – Cont.
Narrative Project Progress Section

Status Reports – Cont.
Narrative Project Progress Section

- Option 2 – Select Edit and update all fields at once.

Narrative Project Progress

Project Name:	What do you anticipate accomplishing in the project over the next six months? Do you have any project accomplishments to be highlighted? Are there any negative issues that need to be highlighted?
Region I Workplan	
Region I M&A	
Region I Planning & Training	
MOSWIN Radios for PD - City of Crocket PD	

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Questions?

Contact Information

Joni McCarter

(573) 526-9020

Joni.mccarter@dps.mo.gov

Program Manager

Michelle Branson

(573) 526-9014

Michelle.branson@dps.mo.gov

Grant Specialist

Chelsey Call

(573) 526-9140

Chelsey.call@dps.mo.gov

Grant Monitoring Specialist

Theresa Stiles

(573) 301-2023

Theresa.Stiles@dps.mo.gov

Grant Specialist &

DPS WebGrants Administrator