

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	47-10-513047
				4. EIN:	62-6001445
1. Recipient Name	Tennessee Department of Safety and Homeland Security			6. Report Date (MM/DD/YYYY)	1/23/2018
3. Street Address	1150 Foster Avenue			7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2017
5. City, State, Zip Code	Nashville, Tennessee 37243			8. Final Report	9. Report Frequency
				Yes <input type="checkbox"/>	Quarterly <input type="checkbox"/>
				No <input checked="" type="checkbox"/>	
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)		8/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018	
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	735	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	4	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter		
3	Staff Hired (Full-Time Equivalent)(FTE)	0	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)		
4	Contracts Executed	0	Actual number of contracts executed during the quarter		
5	Governance Meetings	4	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	62,619	Actual volume of materials distributed (inclusive of paper and electronic materials) plus hits to any website or social media account supported by SLIGP during the quarter		
7	Subrecipient Agreements Executed	0	Actual number of agreements executed during the quarter		
8	Phase 2 - Coverage	6	For each Phase 2 milestone category, please provide the status of the activity during the quarter: • Stage 1 - Process Development • Stage 2 - Data Collection in Progress • Stage 3 - Collection Complete; Analyzing/Aggregating Data • Stage 4 - Data Submitted to FirstNet • Stage 5 - Continued/Iterative Data Collection • Stage 6 - Submitted Iterative Data to FirstNet		
9	Phase 2 – Users and Their Operational Areas	6			
10	Phase 2 – Capacity Planning	6			
11	Phase 2 – Current Providers/Procurement	6			
12	Phase 2 – State Plan Decision	6			
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>Quarter 18 remains centered around outreach and education efforts at local association meetings and conferences and social media outlets. Our advisory body is extremely engaged in developing governance to sustain interoperable communications. We are fielding their questions and concerns, and relaying the pertinent information back to FirstNet staff. We have enhanced our governing body's work to plan for interoperability in a "post-opt in world"; the group is focused on anticipating any policy or procedure changes and updates that may be required with access to the NPSBN. Education and Outreach Materials Distributed numbers are generated from social media accounts hits, paper handouts, and email newsletters.</p>					
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.					

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

Our team has been working with FirstNet closely to field and answer stakeholder questions in regard to service roll-out and device management. Our big concern at the moment is ICAM strategy and we have been discussing our options in our governance body meetings and have set up a separate working group to tackle this huge issue. We have begun phasing "FirstNet" out of our vernacular when speaking about public safety broadband, as not to appear to favor any one vendor over another; our presentations are focused on public safety broadband, interoperable communications, and branching into the discussion of governance needed for interoperability, specifically the development of SOP's and MOU's between agencies.

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

Based on response from stakeholders at association events around the state, we find that a majority of these high level attendees are now familiar with FirstNet and its value add for public safety. We find that one-on-one discussions are most helpful in dispelling rumor and providing facts. Our advisory panel is more and more engaged in broadband as the opportunity to procure service nears. Now that we have opted-in to the FirstNet RAN in Tennessee we were able to begin the process of establishing a statewide purchasing contract with an expected completion date of March 2018.

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.

*per our talk last quarter, I removed the SPOC and SWIC from the staffing table. I also want to note that no staff members working on this project are grant funded any longer, we are all in fully state-funded positions.

12b. Staffing Table - Please include all staff that have contributed time to the project. Please do not remove individuals from this table.

Job Title	FTE%	Project (s) Assigned	Change
Outreach & Education Coord.	50	Program management, outreach and education, external and internal stakeholder relationships; position no longer grant funded.	35
Administrative Assistant	10	Program management support, administrative functions, scheduling; position no longer grant funded.	65

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
Bufford Goff and Associates	Data Collection and Outreach and Education	Vendor	Y	Y	7/1/2014	6/30/2018	\$1,616,105.00	\$590,335.00
Tennessee Technological University, iCube	Website and training, conference media, and marketing development, data analytics	Vendor	Y	Y	10/15/2016	10/15/2017	\$60,000.00	\$0.00

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	\$346,026.00		\$346,026.00	\$162,642.34		\$162,642.34
b. Personnel Fringe Benefits	\$65,344.00		\$65,344.00	\$42,168.94		\$42,168.94
c. Travel	\$243,780.00		\$243,780.00	\$156,203.97		\$156,203.97
d. Equipment			\$0.00			\$0.00
e. Materials/Supplies	\$27,595.00		\$27,595.00	\$18,449.41		\$18,449.41
f. Subcontracts Total	\$1,676,105.00	\$590,335.00	\$2,266,440.00	\$1,616,649.61	\$560,353.29	\$2,177,002.90
g. Other	\$62,490.00		\$62,490.00	\$27,998.22		\$27,998.22
h. Indirect			\$0.00			\$0.00
i. Total Costs	\$2,421,340.00	\$590,335.00	\$3,011,675.00	\$2,024,112.49	\$560,353.29	\$2,584,465.78
j. % of Total	80%	20%	100%	78%	22%	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:

Amy Singley, Outreach & Education Coordinator, TACN

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

615-483-0396

16b. Signature of Authorized Certifying Official:



16d. Email Address:

amy.singley@tn.gov

Date:

1/29//2018

2/8/18

