

U.S. Department of Commerce		2. Award or Grant Number: 23-10-S13023N	
Performance Progress Report		4. EIN: 01-6000001	
1. Recipient Name: State of Maine – ConnectME Authority		6. Report Date: 1/28/2016	
3. Street Address: 78 State House Station		7. Reporting Period End Date: 12/30/2015	
5. City, State, Zip Code: Augusta, ME, 04333-0078		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: 01/01/2014	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	837	0	0	0
2	Broadband Conferences	11			
3	Staff Hires (FTEs)	0	0	0	0
4	Contract Executions	1			
5	Governance Meetings	0	0	0	0
6	Education and Outreach Materials	6258	0	0	0
7	Sub recipient Agreement Executed	0	0	0	0
8	Phase 2 – Coverage	Stage 5	0	0	0
9	Phase 2 – Users and Their Operational Areas	Stage 5			
10	Phase 2 – Capacity Planning	Stage 2			
11	Phase 2 – Current Providers/Procurement	Stage 2			
12	Phase 2 – State Plan Decision	Stage 2			

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.

Education and outreach at the following were conducted this quarter: MMA Fall Convention, Atlantic Regional Fall Training Conference, Skowhegan Municipal/Planning Officials, Regional Quarterly Comprehensive Planning meeting, APEMS Seminar, Rockport, Maine, ME NENA meeting, MEMA Intrepid Exercise, Maine Air Guard, EOC Tour, CITIG 9, 65th Annual Maine Transportation Conference, ConnectME Authority Board Meeting, Aroostook ambulatory & director meeting, Emergency 911 Advisory Council Meeting at the Public Utilities Commission, Maine Emergency County Communications Association (MECCA) meeting

The next MICC governance meeting is tentatively being scheduled in March, discussions for a New England regional meeting and other events are also being planned for the coming quarter.

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
 None at this time. "Phase 2" budget amendments were approved for the grant.

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.
 Education and outreach is ongoing. State plan and Governor communication planning are in process.

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.
 The FirstNetME team has continued to use the created logo and several marketing materials for handouts and booth setups at events. Social media, along with the project website are used to alert, inform and ensure communication to all stakeholder groups. Updates to the layout and messaging continues to be reviewed.

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.
 NA

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Program Director, ConnectME Authority	.6	Initiated (no reported hours per the quarterly report)	None

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
Tilson	FirstNet SLIGP Phase 1	Vendor	Y	Y (contracted executed during Q6 reporting period)	10/01/2014	08/31/2018	\$744,815	\$0	

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


NA

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	194,700	44,745	239,445	85058	17003	102061
b. Personnel Fringe Benefits	61,950	0	61,950	16775	7647	24421
c. Travel	44,440	33,586	78,026	14986	2947	17933
d. Equipment	0	0	0	0	0	0
e. Materials/Supplies	0	0	7800	0	0	0
f. Subcontracts Total	744,814	0	744,814	403422	0	403422
g. Other	0	0	0	0	0	0
h. Indirect	0	0	0	0	0	0
i. Total Costs	1045904	260808	1306712	520241	27596	547837
j. % of Total	80%	20%	100%	95%	5%	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 Lisa Leahy, Associate Executive Director, ConnectME Authority	16c. Telephone (area code, number, and extension) 207-592-0668
	16d. Email Address Lisa.leahy@maine.gov
16b. Signature of Authorized Certifying Official 	16e. Date Report Submitted (month, day, year) January 28, 2016

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