

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	27-10-S13027
				4. EIN:	416007161
1. Recipient Name	State of Minnesota			6. Report Date (MM/DD/YYYY)	10/30/2017
3. Street Address	445 Minnesota St			7. Reporting Period End Date:	9/30/2017
5. City, State, Zip Code	St Paul, MN 55101			8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)		9/1/2013	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, Description)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	540	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	13	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	27	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	2100Pages of Documents 16463 hits on the website. Social Media Facebook 3771 people reached. 454 Followers. Twitter reached 3110 people. 118 Followers.	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	Stage 6	For each Phase 2 milestone category, please provide the status of the activity during the quarter: <ul style="list-style-type: none"> • 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	Stage 5			
10	Phase 2 - Capacity Planning	Stage 5			
11	Phase 2 - Current Providers/Procurement	Stage 5			
12	Phase 2 - State Plan Decision	Stage 5			
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;					

Outreach and Education:

Convergence Tabletop Exercise & Planning Meetings, 60 attendees
JAMX17 in Idaho sent 5 participants
SuperBowl 52 Meetings 2 Meetings in Aug, an Sept
PSCR in San Antonio 8 attendees
MN Regional Leadership Meeting in July - 50 attendees - Melinda presented on FirstNet
Central Region Board Meeting in Breckenridge - Melinda presented on FirstNet, 25 attendees
South Central Region Board Meeting in Mankato - 25 attendees, Melinda presented on FirstNet
Assoc. of MN Emergency Managers - Breezy Point - Jackie and John attended with the booth, materials handed out.
MN State Fire Chiefs conference in Rochester - Melinda attended with the booth, materials handed out.
NE Regional Radio Training - Melinda attended - FirstNet discussion - LMR-LTE integration
MTA conference - Melinda presented on FirstNet

Governance:

Monthly Interoperable Data Committee Meetings 2 meetings and Three day State Plan evaluation conference
Monthly StateWide Emergency Communications Board Meetings - 2 meetings
Governor's Executive Team Meetings - 2 Meetings
Regional Radio Boards - for Seven Regions (21 meetings)

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

Requested budget modification, Classification categories were re-evaluated from previous quarters to align with the intent of the SLIGP application and budget. Items that were classified in OTHER and TRAVEL should have been documented as part of a contract.

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.								
Nothing new to report this quarter.								
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.								
Fully Staffed.								
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
FirstNet Program Manager	100%	FirstNet Program Activities						
Director, ECN	50%	Oversight of all activities						
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
MnFCP	Comprehensive consultation	Vendor	Y	Y	11/4/2013	2/28/2018	\$1,541,600.00	\$385,400.00
NE ECB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	10/31/2017	\$37,288.80	\$9,322.20
NW ECB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	10/31/2017	\$37,288.80	\$9,322.20
MESB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	10/31/2017	\$37,288.80	\$9,322.20
SE ESB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	10/31/2017	\$37,288.80	\$9,322.20
SR ECB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	10/31/2017	\$37,288.80	\$9,322.20
SW ECB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	10/31/2017	\$37,288.80	\$9,322.20
CM ECB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	10/31/2017	\$37,288.80	\$9,322.20
Odyssey, Best Western, and Innovative Presentations	Partial (40%) conference expenses	Vendor	Y	Y	4/1/2015	10/31/2017	\$106,172.40	\$26,543.10
13b. Describe any challenges encountered with vendors and/or subrecipients.								
nothing for this quarter								

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	\$138,179.00	\$34,545.00	\$172,724.00	\$147,912	\$36,978	\$184,890
b. Personnel Fringe Benefits	\$38,689.00	\$9,672.00	\$48,361.00	\$37,076	\$9,269	\$46,345
c. Travel	\$34,400.00	\$8,600.00	\$43,000.00	\$34,726	\$8,682	\$43,408
d. Equipment	\$0.00	\$0.00	\$0.00	\$0	\$0	\$0
e. Materials/Supplies	\$16,000.00	\$4,000.00	\$20,000.00	\$6,220	\$1,555	\$7,775
f. Subcontracts Total	\$2,099,118.00	\$524,779.00	\$2,623,897.00	\$1,472,045	\$368,011	\$1,840,056
g. Other	\$50,540.00	\$12,635.00	\$63,175.00	\$5,975	\$1,494	\$7,469
h. Indirect	\$12,734.00	\$3,184.00	\$15,918.00	\$14,098	\$3,524	\$17,622
i. Total Costs	\$2,389,660.00	\$597,415.00	\$2,987,075.00	\$1,718,052	\$429,513	\$2,147,565
j. % of Total	80%	20%	100%	80%	20%	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:		16c. Telephone (area code, number, and extension)	651-201-7550
Jackie Mines, Director		16d. Email Address:	jackie.mines@state.mn.us
16b. Signature of Authorized Certifying Official:		Date: Nov 28 2017 Rev 1	
			