

U.S. Department of Commerce SLIGP 2.0 Performance Progress Report				2. Award or Grant Number:	27-10-S18027
1. Recipient Name				4. EIN:	41-6007162
3. Street Address				6. Report Date (MM/DD/YYYY)	10/30/2018
5. City, State, Zip Code				7. Reporting Period End Date: (MM/DD/YYYY)	09/30/2018
				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)	03/01/2018	10b. End Date: (MM/DD/YYYY)	02/29/2020		
11. List the individual projects in your approved Project Plan					
Activity Type (Planning, Governance Meetings, etc.)	Was this Activity Performed during the Reporting Quarter? (Yes/No)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
Activities/Metrics for All Recipients during the Reporting Quarter					
1	Governance Meetings	Yes	20	Actual number of governance, subcommittee, or working group meetings related to the NPSBN held during the quarter	
2	Individuals Sent to Broadband Conferences	yes	2	Actual number of individuals who were sent to national or regional third-party conferences with a focus area or training track related to the NPSBN using SLIGP grant funds during the quarter	
3	Convened Stakeholder Events	No	0	Actual number of events coordinated - or held using SLIGP grant funds during the quarter, as requested by FirstNet.	
4	Staff Hired (Full-Time Equivalent)(FTE)	No	0.00	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal).	
5	Contracts Executed	yes	2	Actual number of contracts executed during the quarter.	
6	Subrecipient Agreements Executed	No	0	Actual number of agreements executed during the quarter.	
7	Data Sharing Policies/Agreements Developed	No		Yes or No if data sharing policies and/or agreements were developed during this reporting quarter.	
8	Further Identification of Potential Public Safety Users	Yes		Yes or No if further identification of potential public safety users occurred during this reporting quarter.	
9	Plans for Emergency Communications Technology Transitions	No		Yes or No if plans for future emergency communications technology transitions occurred during this reporting quarter.	
10	Identified and Planned to Transition PS Apps & Databases	No		Yes or No if public safety applications or databases within the State or territory were identified and transition plans were developed this reporting quarter	
11	Identify Ongoing Coverage Gaps	no		Yes or No if participated in identifying ongoing coverage gaps using SLIGP funds during this reporting quarter.	
12	Data Collection Activities	No		(Opt-In and Opt-Out Post-SMLA Phase Only) Yes or No if participated in data collection activities as requested by FirstNet or following a documented data collection determination by Opt-Out (Post-SMLA) grantees.	
Activities for Opt-Out States only in the Pre-SMLA Phase during the Reporting Quarter					
13	Stakeholders Engaged			Actual number of individuals reached via stakeholder meetings or events during the quarter.	
14	Education and Outreach Materials Distributed In-Person			Actual number of materials distributed in-person during this quarter.	
15	Education and Outreach Materials distributed Electronically			Actual volume of hits or impressions to any website, e-newsletter, social media post, or other account supported by SLIGP during the quarter.	

**11a. Narrative description for each activity reported in Question 11 for this quarter; any challenges or obstacles encountered and mitigation strategies you have employed; planned major activities for the next quarter; and any additional project Conducted:**  
 Governance Meetings, in six of seven regions as well as Statewide Interoperable Data Committee Monthly Meetings. Attended Philadelphia NGA Meeting, and APCO in Las Vegas. Held bi-weekly updates with FirstNet, re-established contracts with Regional Coordinators - 2,  
 Planned:  
 FirstNet Authority Meeting - Oct 15, Mini SPOC meeting for Region 5 in Illinois - Nov 8, IWCE for Broadband in Chicago - Nov 6,7, Minnesota Boarder to Boarder Conference Oct 23,24, MN State Fire Chiefs Conference, Oct 10-12 presentation on Cellular Evaluation techniques, continued development of HSIN database for identifying FirstNet participation, coverage gaps and applications used in the interest of mutual aid. Twin cities marathon Unified Command Center Oct 7th.

**12. Personnel**

**12a. Staffing Table - Please include all staff that have contributed time to the project with current quarter's utilization. Please only include FTE staff employed by the state not contractors. Please do not remove individuals from this table.**

Job Title	FTE%	Project (s) Assigned	Change
State Program Manager	100%	Wireless Broadband Program Management	
Director, ECN	0%	Oversight of all activities	
911 Analyst	0%	Research on applications, GIS assistance	

**12b. Narrative description of any staffing challenges, vacancies, or changes.**  
 The Director and 911 Analyst although doing FirstNet related activities, we are not applying any of their costs to SLIGP2.0 at this time.

**13. Contractual (Contract and/or Subrecipients)**

**13a. Contractual Table - Include all contractors. The totals from this table should equal the "Contractual" in Question 14f.**

Name	Subcontract Purpose	Type (Contract/Subrec.)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
Televate	project management and program consultation	Contract	y	Y	03/01/2018	11/28/2018	\$4,000.00	\$1,000.00
Bruning North-Metro, and Tait South-Central	consultation to regions	Contract	y	y	07/01/2018	07/01/2019	\$16,000.00	\$4,000.00
Alexandria Technical College			y	y	03/01/2018	02/29/2020	\$8,000.00	\$2,000.00
RFP	RFP for project management and program	Contract	n	n	09/01/2018	02/29/2020	\$187,526.00	\$46,882.00

**13b. Narrative description any challenges, updates, or changes related to contracts and/or subrecipients.**


Re-established contracts with Regional Coordinators -2

**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)	NTE Total Federal Funds Approved (2)	NTE Total Matching Funds Approved (3)	NTE Total Budget (4)	Federal Funds Obligated to Date (5)	Matching Funds Approved to Date (6)	Total Budget to Date (7)	Federal Funds Expended (8)	Approved Matching Funds Expended (9)	Total funds Expended (10)
a. Personnel Salaries	\$144,800.00	\$36,200.00	\$181,000.00	51714	\$12,928.57	\$64,642.57	21916.7	\$5,710.54	\$27,627.24
b. Personnel Fringe Benefits	\$40,544.00	\$10,136.00	\$50,680.00	\$14,480.00	\$3,620.00	\$18,100.00	\$5,069.71	\$1,315.49	\$6,385.20
c. Travel	\$181,280.00	\$45,320.00	\$226,600.00	\$64,742.86	\$16,185.71	\$80,928.57	\$7,453.70	\$1,863.47	\$9,317.17
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$27,600.00	\$6,900.00	\$34,500.00	\$9,857.14	\$2,464.29	\$12,321.43	\$137.80	\$34.46	\$172.26
f. Contractual	\$215,526.00	\$53,882.00	\$269,408.00	\$76,973.57	\$19,243.57	\$96,217.14	\$5,171.18	\$1,292.79	\$6,463.97
g. Other	\$76,998.00	\$19,249.00	\$96,247.00	\$27,499.29	\$6,874.64	\$34,373.93	\$2,247.94	\$561.99	\$2,809.93
h. Indirect	\$13,252.00	\$3,313.00	\$16,565.00	4732.857143	\$1,183.21	\$5,916.07	1779.74	\$444.94	\$2,224.68
i. Total Costs	\$700,000.00	\$175,000.00	\$875,000.00	\$249,999.72	\$62,499.99	\$312,499.71	\$43,776.77	\$11,223.68	\$55,000.45
j. Proportionality Percent	80.00%	20.00%	100.00%	80.00%	20.00%	100.00%	79.59%	20.41%	100.00%

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: Dana Wahlburg, Director ECN Melinda Miller, State Program Manager		16c. Telephone (area code, number, and extension) 651-201-7554
16b. Signature of Authorized Certifying Official: 		16d. Email Address: <a href="mailto:melinda.miller@state.mn.us">melinda.miller@state.mn.us</a>
		Date: 11/15/2018

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