

U.S. Department of Commerce State and Local Implementation Grant Program Close Out Report				2. Award or Grant Number:	10-10-513101
				4. EIN:	516000279
1. Recipient Name	State of Delaware			6. Report Date (MM/DD/YYYY):	5/15/2018
3. Street Address	3050 Upper King Road			7. Reporting Period End Date: (MM/DD/YYYY)	5/29/2018
5. City, State, Zip Code	Dover, Delaware 19904				
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	7/1/2013	10b. End Date: (MM/DD/YYYY)	5/29/2018		
Part A: Metrics - Final PPR Milestone Data (cumulative through the last quarter)					
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	997	<i>Actual number of individuals reached via stakeholder meetings during the period of performance</i>		
2	Individuals Sent to Broadband Conferences	65	<i>Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the period of performance</i>		
3	Staff Hired (Full-Time Equivalent)(FTE)	0.5	<i>Actual number of state personnel FTEs who began supporting SLIGP activities during the period of performance (may be a decimal)</i>		
4	Contracts Executed	2	<i>Actual number of contracts executed during the period of performance</i>		
5	Governance Meetings	50	<i>Actual number of governance, subcommittee, or working group meetings held during the period of performance</i>		
6	Education and Outreach Materials Distributed	240,686	<i>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 period of performance</i>		
7	Subrecipient Agreements Executed	0	<i>Actual number of agreements executed during the period of performance</i>		
8	Phase 2 - Coverage	Complete Dataset Submitted to FirstNet	<i>Please choose the option that best describes the data you provided to FirstNet in each category during the period of performance:</i> <ul style="list-style-type: none"> • Not Complete • Partial Dataset Submitted to FirstNet • Complete Dataset Submitted to FirstNet 		
9	Phase 2 – Users and Their Operational Areas	Complete Dataset Submitted to FirstNet			
10	Phase 2 – Capacity Planning	Complete Dataset Submitted to FirstNet			
11	Phase 2 – Current Providers/Procurement	Complete Dataset Submitted to FirstNet			
12	Phase 2 – State Plan Decision	Complete Dataset Submitted to FirstNet			
Part B: Narrative					
Milestone Data Narrative: Please Describe in detail the types of milestone activities your SLIGP grant funded (Please reference each project type you engaged in. Example: Governance Meetings, Stakeholders Engaged)					
<p>During the course of the SLIGP grant the State of Delaware engaged 997 stakeholders through governance, working group and State conferences. 65 individuals in our broadband working group attended various conferences such as APSCO, Broadband workshops, PSCR, IWEC, and regional workshops. During the grant period we also held 50 governance meetings to discuss the NPSBN and the impact to the State of Delaware. We collected data on over 198 State and local agencies submitting complete data sets on; reviewing Coverage, Users and operational area, Capacity, current providers and procurement and the State plan process. Through our DELNET website we also had over 240,686 website hits.</p>					
Please describe in detail any SLIGP program priority areas (education and outreach, governance, etc.) that you plan to continue beyond the SLIGP period of performance.					
<p>We will continue to engage our State holders through governance meetings and conferences using SLIGP2 funds.</p>					

Data collection narrative: Please describe in detail the status of your SLIGP funded data collection activities.

We collected user date, capacity, coverage requirements, data devices deployed on over 198 agencies throughout the State of Delaware.

Please describe in detail any data collection activities you plan to continue beyond the SLIGP period of performance.

Lessons Learned: Please share any lessons learned or best practices that your organization implemented during your SLIGP project. One thing that really hindered our outreach reach efforts was not having any new information regarding the NPSBN for many months. We educated many users on FirstNet and the network, but had limited information to continue education until the RFP was awarded to At&T.

Part C: Staffing

Staffing Table - Please provide a summary of all positions funded by SLIGP.

Name	FTE%	Project(s) Assigned	Change
Mark Grubb- SWIC-SPOC	0.2	Provide oversight of all SLIGP activities	
Bill Carrow- Deputy Director	0.06	Assist SWIC with SLIGP activities	
Tom Kadunce	0.1	Prepare and distribute educational materials, conduct outreach meetings	
Eric Wagner-SPOC	0.2	Provide oversight of all SLIGP activities	

Part D: Contracts and Funding

Subcontracts Table – Include all subcontractors engaged during the period of performance. The totals from this table must equal the “Subcontracts Total” in your Budget Worksheet

Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFQ Issued (Y/N)	Total Federal Funds Allocated	Total Matching Funds Allocated
Micro Tech	Grant Manager	Vendor	N	\$180,000.00	
Micro Tech/ RYBINSKI Consulting	Subject Matter Expert	Vendor	N	\$173,563.00	
Micro Tech	Administration Support	Vendor	N	\$120,002.00	
DTI	Website Development	Vendor	N	\$5,800.00	
Phase II		Vendor	N	\$94,020.00	
MACINAC		Vendor	N	\$90,000.00	

Budget Worksheet

Columns 2, 3 and 4 must match your project budget for the entire award and your final SF 424A. Columns 5, 6, and 7 should list your final budget figures, cumulative through the last quarter

Project Budget Element (1)	Federal Funds Awarded (2)	Approved Matching Funds (3)	Total Budget (4)	Final Federal Funds Expended (5)	Final Approved Matching Funds Expended (6)	Final Total funds Expended (7)
a. Personnel Salaries	\$0.00	\$110,388.00	\$110,388.00	\$0	\$65,904.00	\$65,904.00
b. Personnel Fringe Benefits	\$0.00	\$30,909.00	\$30,909.00	\$0	\$29,654.00	\$29,654.00
c. Travel	\$50,350.00	\$1,440.00	\$51,790.00	\$31,607.00	\$0	\$31,607.00
d. Equipment	\$0.00	\$0.00	\$0.00	\$0	\$0	\$0.00
e. Materials/Supplies	\$4,817.00	\$4,775.00	\$9,592.00	\$4,254	\$2,332.00	\$6,586.00
f. Subcontracts Total	\$663,385.00	\$0.00	\$663,385.00	\$413,679.00	\$0	\$413,679.00
g. Other	\$6,061.00	\$33,641.00	\$39,702.00	\$4,784.00	\$47,400	\$52,184.00
Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0	\$0.00
h. Total Costs	\$724,613.00	\$181,153.00	\$905,766.00	\$454,324.00	\$145,290.00	\$599,614.00
i. % of Total	80%	20%	100%	76%	24%	100%

Part E: Additional Questions: Please select the option (Strongly Disagree, Disagree, Neutral, Agree, Somewhat Agree, Strongly Agree) that best suits your answer.			
Overall, were SLIGP funds helpful in preparing for FirstNet?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>Having the funds to develop a website, travel to conferences learn about the NPSBN. Lack of information from Fristnet prior to the At&T announcement</i>
Were SLIGP funds helpful in planning for your FirstNet consultation?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>Being able to secure a facility to have the event. To be able to prepare outreach material for the event was most helpful.</i>
Were SLIGP funds helpful in informing your stakeholders about FirstNet?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>SLIGP funds afforded us the opportunity to hold confrences and also attend Statewide conventions to get the message out.</i>
Were SLIGP funds helpful in developing a governance structure for broadband in your state?	Agree	What was most helpful? What challenges did you encounter?	<i>All of the time associated with our govenerce structure was captured as Match, but SLIGP help with education materials.</i>
Were SLIGP funds helpful in preparing your staff for FirstNet activities in your state (e.g. attending broadband conferences, participating in training, purchasing software, procuring contract support etc.)?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>We were able to send 65 people to different conferences using SLIGP funds, local, regional and country wide.</i>
Were SLIGP funds helpful in updating your Statewide Communications Interoperability Plan?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>SLIGP funds allowed us to hold SCIP meetings with OEC to develop our plans. No real challenges.</i>
Were SLIGP funds helpful in preparing for your review of the FirstNet developed State Plan?	Agree	What was most helpful? What challenges did you encounter?	<i>We used SLIGP funds to attend qaurtely SPOC meetings to understand the State Plan process.</i>
Were SLIGP funds helpful in conducting FirstNet determined data collection?	Strongly Agree	What was most helpful? What challenges did you encounter?	<i>SLIGP funds were used to hire a consultant to do our Data collection, This would have been a big resource drain on our division if we had to dedicate someone to do this work. Making contact with over 198 agencies was a little challanging.</i>

Part F: 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.		
Typed or printed name and title of Authorized Certifying Official:		Telephone (area code, number, and extension)
Eric Wagner, Deputy Director Division of Communication State of Delaware- SPOC		302-698-8220
Signature of Authorized Certifying Official:		Email Address:
		Eric.Wagner@state.de.us
Sign here	Date:	5/29/2018