

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 10-10-S13101
		4. EIN 516000279
1. Recipient Name State of Delaware		6. Report Date 4/23/2014
3. Street Address 3050 Upper King Road		7. Reporting Period End Date: 3/31/2014
5. City, State, Zip Code Dover, Delaware 19904		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		9. Report Frequency X Quarterly
10a. Project/Grant Period Start Date: 07/01/2013	10b. End Date: 6/30/2016	

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	SLIGP Grant application costs	0	N/A	N/A	N/A
2	Stakeholders Meetings	0	N/A	N/A	N/A
3	Training Sessions	0	N/A	N/A	N/A
4	Broadband Conferences	13	N/A	N/A	N/A
5	Staff Hires (FTE)	0	N/A	N/A	N/A
6	Subject Matter experts hire	0	N/A	N/A	N/A
7	Legal Services Hire	0	N/A	N/A	N/A
8	Support Administration	0	N/A	N/A	N/A
9	Contract Executions	0	N/A	N/A	N/A
10	Statutory or Regulatory Change	0	N/A	N/A	N/A
11	Update the Interoperable Governing body and BB Working group	6	N/A	N/A	N/A
12	Education and Outreach	160	N/A	N/A	N/A

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.

Milestone Activities: Broadband working group meetings were held on 1/9/2014, 2/17/2014 and 3/27/2014. These meetings are held on a monthly basis to discuss and plan interoperability communication efforts. Statewide Interoperability Executive Council meetings (Governing body) were held on 1/9/2014, 2/17/2014 and 3/13/2014 These meeting are held monthly to update the SIEC Committee on status updates relating to the NPSBN progress and SLIGP activities. On January 15th and 16th our broadband working group members attended the MACINAC conference in Rehoboth Beach for a NPSBN workshop. Our working group attended the 2 day event and participated in breakout sessions and received updates from FirstNet and the NTIA. We had 10 attendees at this workshop. On February 25th and 26th our SLIGP grant manager and our Outreach coordinator as well as 1 member from our Broadband working group attended the SLIGP workshop in Atlanta. This was a good workshop, the education material and breakout

RCC Consultants	Grant Manager	Vendor	N	y	9/9/2013	6/30/216	\$180,000.00	\$0	N/A
RCC Consultants	Subject Matter Expert	Vendor	N	Y	9/9/2013	6/30/2016	\$90,000.00	\$0	N/A
RCC Consultants	Administration Support	Vendor	N	Y	9/9/2013	6/30/2016	\$ 120,000.00	\$0	N/A
TBD	Website Development	Vendor	N	N	TBD	TBD	\$ 41,040.00	\$0	N/A
TBD	Legal assistance	Vendor	N	N	TBD	TBD	\$22,500.00	\$0	N/A
TBD	Phase II	Vendor	N	N	TBD	TBD	\$ 96,120.00	\$0	N/A
TBD	MACINAC	Vendor	N	N	TBD	TBD	\$ 90,000.00	\$0	N/A

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

None at this time.

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	\$0	\$119,649.00	\$ 119,649.00	\$0	\$24,184.00	\$24,184.00
b. Personnel Fringe Benefits	\$0	\$ 33,502.00	\$ 33,502.00	\$0	\$10,810.00	\$10,810.00
c. Travel	\$75,200.00	\$1440.00	\$ 76,640	\$ 6780.00	\$0	\$6780.00
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$
e. Materials/Supplies	\$1030.00	\$4800.00	\$5830.00	\$1029.00	\$993.00	\$2022.00
f. Contractual	\$ 639,660.00	\$12,960	\$652,620.00	\$20,373.00	\$0	\$20,373.00
g. Construction	\$0	\$0		\$0	\$0	\$0
h. Other	\$8,723.00	\$8802.00	\$17,525.00	\$515.00	\$9600.00	\$10,115.00

sessions were very helpful for the participants. The State of Delaware Division of communications has begun holding weekly internal meetings (beginning in December of 2013) with the SPOC, Grant Manager and Outreach coordinator to discuss weekly updates about the NPSBN and to coordinate outreach planning and website development. We have put together a preliminary website and we are currently engaged with the State's information technology group to implement this new website.

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.

No changes at this time.

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

We have developed a preliminary website that was presented to our working group committee and has been sent forward for development. This will be an ongoing process for this quarter. We currently have weekly internal meetings to discuss FirstNet and SLIGP updates.

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

Our SPOC will present at 2 large agency conventions this Fall (Delaware Fire Fighters Associations and the Delaware Police Chiefs council) This will enable the Division of Communication to reach a large part of our Public Safety groups to conduct outreach.

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.

We are fully staffed with the exception of Legal expertise, this will be utilized on a as need basis.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
SWIC	.30	Provide oversight of all SLIGP activities	No Change
Deputy Director Communications	.10	Assist the SWIC with SLIGP activities	No Change
Out Reach coordinator	.10	Prepare and distribute educational materials conduct outreach meetings	No Change

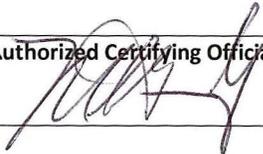
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13. Subcontracts (Vendors and/or Sub recipients)

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
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i. Total Direct charges	\$724,613.00	\$181,153	\$905,766.00	\$28697.00	\$45,587.00	\$74284.00
j. Indirect charges	\$0.	\$0	\$0	\$0	\$0	\$0
k. Total (Sum I and j)	\$0	\$0	\$0	\$0	\$0	\$0
i % of Total	80%	%20	100%	39%	61%	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)		
Mark A. Grubb, Director DE Dept. of Safety & Homeland Security, Division of Communications				302-739-4207		
				16d. Email Address		
				mark.grubb@state.de.us		
16b. Signature of Authorized Certifying Official				16e. Date Report Submitted (month, day, year)		
						

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