

U.S. Department of Commerce  Performance Progress Report		2. Award or Grant Number <b>10-10-S13101</b>
		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: 6/30/2014
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	5	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	4	N/A	N/A	N/A
12	Education and Outreach	333	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 4/10/2014 and 6/12/2014. These meetings are held on a bi-monthly basis to discuss and plan interoperability communication efforts. Statewide Interoperability Executive Council meetings (Governing body) were held on 4/10/2014 and 6/12/2014 These meetings are held on a bi-monthly basis to update the SIEC Committee on status updates relating to the NPSBN progress and SLIGP activities. On May 5 and 6<sup>th</sup> 2014 our broadband working group members (5) attended the APCO Broadband summit in Washington DC. Our working group attended the 2 day event and participated in conference to receive updates from FirstNet as well as understanding how other States are focusing on the future of Broadband. 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 held a total of 20 meetings this year. We were also able to develop and launch our "DELNET.delaware.gov" website as well as setup or social media sites on "twitter and Facebook". We currently have 46 followers on twitter and we are following 69. This will be ongoing outreach to our State and local governments through the entire planning phase of the NPSBN. We had a total of 84 website hits between 6/27/2014 and 7/2/2014. We also sent out emails to 249 users and governance committee members alerting them to the new DELNET.Delaware.gov Website. We are currently working on a FirstNet by the numbers mailer (supplied by the State of Oregon) and a postcard that will be distributed at upcoming conferences. We plan on distributing roughly 500 mailers to respective agencies; this will be ongoing and reported in the next PPR report.

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 website that was launched on June 27th as well as 2 social media outlets to continue outreach with our State and local governments. 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. We also plan on beginning a direct mail campaign to educate potential users of the NPSBN.

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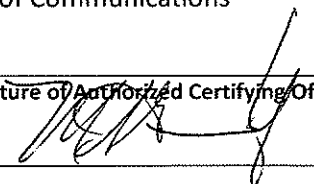
**13b. Describe any challenges encountered with vendors and/or sub recipients.**

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	\$33,094.00	\$33,094.00
b. Personnel Fringe Benefits	\$0	\$ 33,502.00	\$ 33,502.00	\$0	\$14,674.00	\$14,674.00
c. Travel	\$75,200.00	\$1440.00	\$ 76,640	\$ 12,720.00	\$0	\$ 12,720.00
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	\$136,073.00	\$0	\$136,073.00
g. Construction	\$0	\$0		\$0	\$0	\$0
h. Other	\$8,723.00	\$8802.00	\$17,525.00	\$675.00	\$10,350	\$11,025.00

i. Total Direct charges	\$724,613.00	\$181,153	\$905,766.00	\$150,497.00	\$59,111.00	\$209,608.00
j. Indirect charges	\$0.	\$0	\$0	\$0	\$0	\$0
k. Total (Sum i and j)	\$0	\$0	\$0	\$0	\$0	\$0
l % of Total	80%	%20	100%	72%	28%	100%
<b>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.</b>						
<b>16a. Typed or printed name and title of Authorized Certifying Official</b>				<b>16c. Telephone (area code, number, and extension)</b>		
Mark A. Grubb, Director DE Dept. of Safety & Homeland Security, Division of Communications				302-739-4207		
				<b>16d. Email Address</b>		
				mark.grubb@state.de.us		
<b>16b. Signature of Authorized Certifying Official</b>				<b>16e. Date Report Submitted (month, day, year)</b>		
				7 28. 2014		

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