

U.S. Department of Commerce  
 Performance Progress Report

2. Award or Grant Number:	10-10-S13101
4. EIN:	516000279
6. Report Date (MM/DD/YYYY)	7/26/2015
7. Reporting Period End Date: (MM/DD/YYYY)	6/30/2015
8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>

1. Recipient Name: State of Delaware  
 3. Street Address: 3050 Upper King Road  
 5. City, State, Zip Code: Dover, Delaware 19904

10a. Project/Grant Period		10b. End Date: (MM/DD/YYYY)	12/30/2017
Start Date: (MM/DD/YYYY)	7/01/2013		

11. List the individual projects in your approved Project Plan

	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)
1	Stakeholder Meetings	40
2	Broadband Conferences	4
3	Staff Hires	0
4	Contract Executions	0
5	Governance Meetings	4
6	Education and Outreach	2084 page views, 248 uniques visitors, 646 visits and 8864 hits to our website. 128 Firstnet Fact sheets email to public safety entities to begin data collection and 40 pens distributed to Local police chief annual meeting
7	Subrecipient Agreement Executed	0
8	Phase 2 - Coverage	Stage 2
9	Phase 2 - Users and Their Operational Areas	Stage 2
10	Phase 2 - Capacity Planning	Stage 2
11	Phase 2 - Current Providers/Procurement	Stage 2
12	Phase 2 - State Plan Decision	0



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.

On April 15th & 16th our SPOC/SWIC and Grants Manager attended the FirstNet SPOC in person meeting in Reston Virginia to receive updates on FirstNet and Data Collection efforts. Our SPOC and Grants manager also attending the PSCR meetings in San Diego to receive updated information on the NPSBN and how the network will work from a technical standpoint. We presented to our local police chiefs council's annual meeting in Rehoboth Beach on May 21, 2015 we were able to complete a presentation to 40 police chiefs and hand out outreach material relating to the NPSBN. Broadband working group meetings were held on 4/9/2015, 6/11/2015. Statewide Interoperability Executive Council Meetings( Governing Body) were held on 4/9/2015 and 6/11/2015. These meetings are held on a Bi-Monthly basis to update the SIEC Committee on status updates relating to the NPSBN and FirstNet Progress, SLIGP activities and to discuss overall interoperability communication issues throughout the the State of Delaware. The State of Delaware Division of Communications has been holding weekly internal meetings (beginning in December of 2013) with the SPOC, Grants Manager and outreach coordinator to discuss weekly updates pertaining to the NPSBN and FirstNet to coordinate outreach planning, website updates and social media interaction. We have held a total of 64 meetings through the grant period ending 6/30/2015. We also continue to update our "DELNET.delaware.gov" with up todate information pertaining to FirstNet and the SLIGP grant. We currently have 266 Twitter followers up from 228 and we are following 107. This will be ongoing outreach to our state and local governments through the entire planning phase of the NPSBN. Our website produced over 2084 pages views, 248 uniques visitors, 646 visits and 8864 page hits for qaurter ending 6/30/2015. We began our Phase II data collection in mid May 2015 sending out over 128 FirstNet fact sheets to our Police, Fire and EMS public safety entities. These fact sheets were used to give the Chiefs and there departments a clear understanding of FirstNet and the NPSBN.

**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.**

The State of Delaware has submitted their new Budget and baseline expenditure plan and it has been approve. We will report using the new budget and baseline beginning next qaurter.

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

The State of Delaware has begun the data collection efforts and is trying to complete by end of July to submit to FirstNet. We understand that the data is not due until the end of September but feel it would be in our best interest to have it in prior to that end date.

**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.**

**12b. Staffing Table**

Job Title	FTE%	Project (s) Assigned	Change
SWIC	0.3	Provide oversight of all SLIGP activities	no change
Deputy Director Communications	0.1	Assist SWIC with SLIGP activities	no change
Outreach coordinator	0.1	Prepare and distribute educational materials, conduct outreach meetings	no change

**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
Micro Tech	Grant Manager	Vendor	N	Y	9/9/2013	12/31/2017	\$180,000.00	\$0.00
Micro Tech	Subject Matter Expert	Vendor	N	Y	9/9/2013	12/31/2017	\$90,000.00	\$0.00
Micro Tech	Administration Support	Vendor	N	Y	9/9/2013	12/31/2017	\$120,000.00	\$0.00
DTI	Website Development	Vendor	N	N	6/27/2014	12/31/2017	\$41,040.00	
TBD	Legal Assistance	Vendor	N	N	TBD	TBD	\$22,500.00	\$0.00
TBD	Phase II	Vendor	N	N	TBD	TBD	\$96,120.00	\$0.00
TBD	MACINAC	Vendor	N	N	TBD	12/31/2017	\$90,000.00	

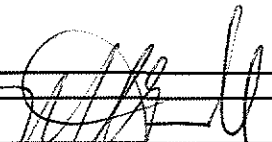
**13b. Describe any challenges encountered with vendors and/or subrecipients.**

**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	\$0.00	\$119,649.00	\$119,649.00	\$0.00	\$67,674.00	\$67,674.00
b. Personnel Fringe Benefits	\$0.00	\$33,502.00	\$33,502.00	\$0.00	\$27,884.00	\$27,884.00
c. Travel	\$75,200.00	\$1,440.00	\$76,640.00	\$13,071.00	\$0.00	\$13,071.00
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$1,030.00	\$4,800.00	\$5,830.00	\$3,299.00	\$2,332.00	\$5,631.00
f. Subcontracts Total	\$639,660.00	\$12,960.00	\$652,620.00	\$285,268.00	\$0.00	\$285,268.00
g. Other	\$8,723.00	\$8,802.00	\$17,525.00	\$1,335.00	\$32,050.00	\$33,385.00
h. Indirect			\$0.00			\$0.00
i. Total Costs	\$724,613.00	\$181,153.00	\$905,766.00	\$302,973.00	\$129,940.00	\$432,913.00
j. % of Total	80%	20%	100%	70%	30%	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.**

<b>16a. Typed or printed name and title of Authorized Certifying Official:</b>  Mark A. Grubb Delaware Department of Safety and Homeland Security Division of Communications	<b>16c. Telephone (area code, number, and extension)</b> 302-739-4207
	<b>16d. Email Address:</b> mark.grubb@state.de.us
<b>16b. Signature of Authorized Certifying Official:</b> 	<b>Date:</b> 7-24-15