

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 10-10-S13101
1. Recipient Name State of Delaware		4. EIN 516000279
3. Street Address 3050 Upper King Road		6. Report Date 10/24/2013
5. City, State, Zip Code Dover, Delaware 19904		7. Reporting Period End Date: 09/30/2013
10a. Project/Grant Period Start Date: 07/01/2013		10b. End Date: 6/30/2016
		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		9. Report Frequency X Quarterly

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	1	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	10	N/A	N/A	N/A
5	Staff Hires (FTE)	.5	N/A	N/A	N/A
6	Subject Matter experts hire	1	N/A	N/A	N/A
7	Legal Services Hire	0	N/A	N/A	N/A
8	Support Administration	1	N/A	N/A	N/A
9	Contract Executions	1	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	5	N/A	N/A	N/A
12	Education and Outreach	0	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: A Broadband Needs assessment has been completed to determine existing users and future potential users as well as expected growth rate over a ten year period to determine potential users of a National Public Safety Broadband Network (NPSBN). Broadband working group meetings were held on 7/25/2013 and attended by 5 individuals, 8/8/2013 attended by 10 individuals and 9/26/2013 and attended by 7 individuals. These meetings will be held on a monthly basis to discuss and plan interoperability communication efforts. A Statewide Interoperability Executive Committee meeting (Governing body) was held on 8/8/2013 attended by 27 individuals and 9/12/2013 attended by 22 individuals. We will update the SIEC Committee on a monthly basis on project progress and interoperability communication plans. Work was able to begin on the SLIDP grant project with the hiring of a Grant Manager, Project support, and Subject matter expert, appointment of our outreach coordinator and by our SWIC. We

will be hosting a Broadband Workshop next quarter to discuss Delaware's Broadband Plan for First Responders.

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 is going to migrate 3 positions into one. The Grant Manager, Broadband SME, Support Admin will be handled by one individual via RCC Consulting.

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

We anticipate being able to begin to develop our Website beginning next Quarter.

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

We have been able to complete our Broadband needs assessment, setup our BB working group and conduct meetings, hire fulltime Grants Manager, Support and Subject matter experts.

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	Started work on SLIGP
Deputy Director Communications	.10	Assist the SWIC with SLIGP activities	Started work on SLIGP
Out Reach coordinator	.10	Prepare and distribute educational materials conduct outreach meetings	Started work on SLIGP

Add Row

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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

Add Row

Remove Row

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	\$7637.00	\$7637.00
b. Personnel Fringe Benefits	\$0	\$ 33,502.00	\$ 33,502.00	\$0	\$3467.00	\$3467.00
c. Travel	\$75,200.00	\$1440.00	\$ 76,640	\$ 2309.00	\$0	\$2309.00
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
e. Materials/Supplies	\$1030.00	\$4800.00	\$5830.00	\$0	\$0	\$0
f. Contractual	\$ 639,660.00	\$12,960	\$652,620.00	\$0	\$0	\$0
g. Construction	\$0	\$0		\$0	\$0	\$0
h. Other	\$8,723.00	\$8802.00	\$17,525.00	\$0	\$1100.00	\$1100.00

i. Total Direct charges	\$724,613.00	\$181,153	\$905,266.00	\$2309.00	\$12204.00	\$14,513.00
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%	21%	84%	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)		
				12/17/13		

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