

U.S. Department of Commerce  Performance Progress Report		2. Award or Grant Number 27-10-S13027	
		4. EIN 416007161	
1. Recipient Name State of Minnesota		6. Report Date (MM/DD/YYYY) 1 30 2015	
3. Street Address 445 Minnesota St Suite 137		7. Reporting Period End Date: 12 30 2014	
5. City, State, Zip Code St Paul MN 55101		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9. Report Frequency <input checked="" type="checkbox"/> Quarterly
10a. Project/Grant Period Start Date: 9/1/2013	10b. End Date: 8/31/2016		

**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	Stakeholder Meetings	40 meetings 401 people			
2	FirstNet Consultation Meeting				
3	Staff Hires	0			
4	Contract Executions	0 in this period			
5	Governance Meetings	6 meetings			
6	Education and Outreach Materials	1 Quarterly Newsletter publication sent to 1129 people			
7	Sub-recipient Agreements Executed	0 during this reporting period			
8	Phase II Activities	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.**

**Stakeholder Meetings:** Held 30 Coverage Assessment sessions with county and first responder agencies. Reached a total of 85 agencies and 128 individuals. This consisted of 32 counties and one tribe. These coverage assessments are a review their wireless broadband coverage data gathered through CAD data collection analysis and wireless carrier coverage to identify the county's priority coverage areas and wireless carrier coverage gaps; 5 working group sessions with each of the following workgroups to determine public safety requirements for a NPSBN: Applications Workgroup, Devices Workgroup, Coverage Workgroup; Presentation to Association of Minnesota Counties Public Safety Legislative Group; presentation to Minnesota Sheriff's association winter conference.

**Training:** Nothing additional developed during this reporting period.

**Staff Hires:** none during this period.

**Contract Executions:** None during this reporting period.

**Statutory Changes:** N/A

**Governance Meetings:** Monthly meeting of Statewide Emergency Communications Board (SECB), monthly meeting of SECB Interoperable Data Committee.  
 Education and Outreach materials: 1129 Quarterly newsletter published introducing the information presented to FirstNet at the MN consultation meeting.

**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.**

Regional Interoperability Coordinators salaries were included under salaries in the past reporting. They are now included under Subcontractors as they should. Previous reporting also did not separate out travel for sub-grantees, this report has been modified with the appropriate travel expenses under Travel.

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

Meetings with Tribal entities indicate that they have an expectation to meet and consult with FirstNet directly. Many of Minnesota's regional advisory committees have invited tribal entities to join their regional governance structure and in most cases the tribes have joined and actively participate however, there will most likely be concerns with the Red Lake nation and a few others that feel very strongly that FirstNet should consult directly with them.

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

ECN Director Mines met with Minnesota Association of Counties, Public Safety Legislative Group to help them understand the goals and objectives of FirstNet and the value to Minnesota First Responders.

ECN Director Mines met with the Minnesota Sheriff's Association and presented the FirstNet project status.

**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.**

The project is fully staffed.

**12b. Staffing Table**

Job Title	FTE %	Project(s) Assigned	Change
SWIC	50	Oversight of all activities.	Salary subsidized @ 50%
RIC	25	Support for governance, education and outreach	Contract amended
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**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	Project and % Assigned
MnFCP	Comprehensive consultation	Vendor	Y	Y	11/4/2013	6/31/2016	\$1,114,884.00	\$278,721.00	
NE ECB	Regional consultation support	Vendor; joint-powers entity	N	Y	4/27/2014	6/31/2016	\$37,288.80	\$9322.20	
NW ECB	Regional consultation support	Vendor; joint-powers entity	N	Y	4/27/2014	6/31/2016	\$37,288.80	\$9322.20	
MESB	Regional consultation support	Vendor; joint-powers entity	N	Y	4/27/2014	6/31/2016	\$37,288.80	\$9322.20	
SE ESB	Regional consultation support	Vendor; joint-powers entity	N	Y	4/27/2014	6/31/2016	\$37,288.80	\$9322.20	
SR ECB	Regional consultation support	Vendor; joint-powers entity	N	Y	4/27/2014	6/31/2016	\$37,288.80	\$9322.20	
SW ECB	Regional consultation support	Vendor; joint-powers entity	N	Y	4/27/2014	6/31/2016	\$37,288.80	\$9322.20	
CM ECB	Regional consultation support	Vendor; joint-powers entity	N	Y	4/27/2014	6/31/2016	\$37,288.80	\$9322.20	

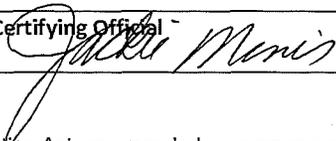
**13b. Describe any challenges encountered with vendors and/or subrecipients.**

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)
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a. Personnel Salaries	\$75,560.00	\$20,804.00	\$96,364.00	\$19,879.67	\$6,073.29	\$25,952.96
b. Personnel Fringe Benefits	\$21,157.00	\$5,825.00	\$26,982.00	\$4,672.53	\$1,416.21	\$6,088.74
c. Travel	\$143,424.00	\$35,856.00	\$179,280.00	\$26,750.17	\$6,751.38	\$33,501.55
d. Equipment	0	0	\$0	0	0	0
e. Materials/Supplies	0	0	\$0	0	0	0
f. Subcontracts Total	\$2,089,520.00	\$522,380.00	\$2,611,900.00	\$145,569.57	\$36,181.78	\$181,751.35
g. Other	\$50,199.00	\$12,550.00	\$62,749.00	\$3,803.95	\$950.98	\$4,754.93
h. Indirect Charges	9,800.00		\$9,800.00	\$2,236.37	0	\$2,236.37
i. Total Costs	\$2,389,660.00	\$597,415.00	\$2,987,075.00	\$202,912.26	\$51,373.64	\$254,285.90
i. % of Total	80	20	100	80	20	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>  Jackie Mines, Director				<b>16c. Telephone (area code, number, and extension)</b> 651 201 7550		
				<b>16d. Email Address</b> jackie.mines@state.mn.us		
<b>16b. Signature of Authorized Certifying Official</b> 				<b>16e. Date Report Submitted (month, day, year)</b> 12/30/2014		

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 10 hours per response for the application process, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Michael Dame, Director, State and Local Implementation Grant Program, Office of Public Safety Communications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.