

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)	10/28/2016
3. Street Address	445 Minnesota St			7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
5. City, State, Zip Code	St Paul, MN 55101			8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input type="checkbox"/>
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	9/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018		
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, etc.)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	613	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	3	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter		
3	Staff Hired (Full-Time Equivalent)(FTE)	0	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)		
4	Contracts Executed	1 Amendment	Actual number of contracts executed during the quarter		
5	Governance Meetings	28	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	992 hits on the website 860 Pages of Documents 450 Social Media Followers	Actual volume of materials distributed (inclusive of paper and electronic materials) plus hits to any website or social media account supported by SLIGP during the quarter		
7	Subrecipient Agreements Executed	7 regional agreements to extend grants.	Actual number of agreements executed during the quarter		
8	Phase 2 - Coverage	Stage 6	For each Phase 2 milestone category, please provide the status of the activity during the quarter: • Stage 1 - Process Development • Stage 2 - Data Collection in Progress • Stage 3 - Collection Complete; Analyzing/Aggregating Data • Stage 4 - Data Submitted to FirstNet • Stage 5 - Continued/Iterative Data Collection • Stage 6 - Submitted Iterative Data to FirstNet		
9	Phase 2 - Users and Their Operational Areas	Stage 5			
10	Phase 2 - Capacity Planning	Stage 5			
11	Phase 2 - Current Providers/Procurement	Stage 5			
12	Phase 2 - State Plan Decision	Stage 5			
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					

**Outreach and Education:** Consultation Task Team Region 5 Meeting (July 12th) Hosted - 50 people  
South East MN Emergency Communications Board (July 18th) Update on FirstNet - 50 people  
Association of MN Counties Conference - gave presentation on FirstNet (Sept 16)- 25 people  
State Fire Marshall training at Camp Ripley presentation on FirstNet (Sept 7th) 100 people  
Central Region NG911 Planning Committee, discussion on FirstNet progress (Aug 11) - 20 People  
Benton Cty FirstNet presentation - Rick Juth (Sept 22) 20 people  
Lake Region Fire Confernece presentation - Chief T. John Cunningham (July 18th) - 60 people  
Central Region EMS Gold Cross - presentation Rick Juth (Aug 15th) - 8 people  
Attended Association of MN Emergency Managers, Breezy Point MN ( Sept 19) - 300 attendees

**Governance:** Monthly Interoperable Data Committee Meetings (Aug & Sept)  
Monthly StateWide Emergency Communications Board Meetings (July, Aug, Sept)  
Governor's Executive Team Meetings (July and Sept)  
Regional Radio Boards - July Aug Sept - for Seven Regions (21 meetings)

**Conferences:** Attended RECCWG Plenary Meeting FEMA Region 5 (Aug 30 - Sept 1st) Melinda  
APCO presentation by Sgt. Dave Deal (Sept)  
New Mexico HSEM exercise (July) 2 people from Central Region Radio

**Social Media:** MN has Twitter and Facebook accounts, as well as a public facing website.  
Newsletters in Progress, Topics include - Tribal Participation (Pub Nov 2016), Early Builders Stories, The Partner, and the State Plan Evaluation Process.

**Other:** SPOC Webinar (July 27th)  
SuperBowl 52 Communications Planning Meeting (July 29) - 15 people  
Participated on FEMA Region 5 Conference Call ( Aug 2nd & Sept 6th)  
Attended the FirstNet Environmental Impact Statement Public Meeting (Sept 7th)

The focus for the next quarter will be to focus on State Plan elements compared to state requirements, and document that in a Business Case for leadership.

**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**  
Nothing new to report this quarter.

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

The regional grants were re-established for fiscal year 2017.

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

Minnesota sent two representatives to the HSEM exercise in New Mexico, as well as one representative to APCO to give a presentation.

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.

Fully Staffed.

12b. Staffing Table - Please include all staff that have contributed time to the project. Please do not remove individuals from this table.

Job Title	FTE%	Project (s) Assigned	Change
FirstNet Program Manager	100%	FirstNet Program Activities	
Director, ECN	50%	Oversight of all activities	

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	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
MnFCP	Comprehensive consultation	Vendor	Y	Y	11/4/2013	11/26/2018	\$1,541,600.00	\$385,400.00
NE ECB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	6/30/2017	\$37,288.80	\$9,322.20
NW ECB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	6/30/2017	\$37,288.80	\$9,322.20
MESB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	6/30/2017	\$37,288.80	\$9,322.20
SE ESB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	6/30/2017	\$37,288.80	\$9,322.20
SR ECB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	6/30/2017	\$37,288.80	\$9,322.20
SW ECB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	6/30/2017	\$37,288.80	\$9,322.20
CM ECB	Regional consultation Support	Vendor; Joint Powers Entity	N	Y	4/27/2014	6/30/2017	\$37,288.80	\$9,322.20

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

Some Televeate Contract Items were reallocated from SUGP funding, to other sources. The intent was to have these paid from other sources, but adjustments needed to be made to the accounting system to reflect that. Since this is a

<b>14. Budget Worksheet</b>						
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	\$138,179.00	\$34,545.00	\$172,724.00	\$90,167.85	\$23,590.53	\$113,758.38
b. Personnel Fringe Benefits	\$38,689.00	\$9,672.00	\$48,361.00	\$23,427.00	\$6,158.60	\$29,585.60
c. Travel	\$34,400.00	\$8,600.00	\$43,000.00	\$28,718.18	\$7,244.13	\$35,962.31
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$16,000.00	\$4,000.00	\$20,000.00	\$3,884.17	\$971.06	\$4,855.23
f. Subcontracts Total	\$2,099,118.00	\$524,779.00	\$2,623,897.00	\$1,077,697.21	\$290,121.28	\$1,367,818.49
g. Other	\$50,540.00	\$12,635.00	\$63,175.00	\$64,306.70	\$15,863.91	\$80,170.61
h. Indirect	\$12,734.00	\$3,184.00	\$15,918.00	\$9,466.69	\$2,366.67	\$11,833.36
i. Total Costs	\$2,389,660.00	\$597,415.00	\$2,987,075.00	\$1,297,667.80	\$346,316.18	\$1,643,983.98
j. % of Total	80%	20%	100%	79%	21%	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</b>	<b>651-201-7550</b>	
Jackie Mines, Director				<b>16d. Email Address:</b>	jackie.mines@state.mn.us	
<b>16b. Signature of Authorized Certifying Official:</b> <i>Jackie Mines</i>				<b>Date:</b>	11/14/2016 Revised 2	