

| U.S. Department of Commerce Performance Progress Report | | | | 2. Award or Grant Number: | 27-10-513027 |
|--|---|---|--|--|------------------------------------|
| | | | | 4. EIN: | 416007161 |
| 1. Recipient Name | State of Minnesota | | | 6. Report Date (MM/DD/YYYY) | 1/31/2017 |
| 3. Street Address | 445 Minnesota St | | | 7. Reporting Period End Date: (MM/DD/YYYY) | 12/31/2016 |
| 5. City, State, Zip Code | St Paul, MN 55101 | | | 8. Final Report | 9. Report Frequency |
| | | | | Yes <input type="checkbox"/> | Quarterly <input type="checkbox"/> |
| | | | | No <input checked="" 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 | 660 | 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 | 860 Pages of Documents 5187 hits on the website 450 Social Media Followers Facebook reach 3202 people. Twitter engagement 66 out of 4901 Impressions. | 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 | 0 | 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:

MN Telecom Alliance Conference - Dana Wahlberg, Danna MacKenzie, and Jim Johnson presented - 75 attendees
Workgroup Kickoff Meeting St Cloud - Televate and Melinda - 25 attendees
Regional Leadership presentation - St Cloud - Melinda, Rick Juth presented, - 50 attendees
MN State Fire Chiefs Association Conference - St Cloud - presentation by Mike Worrel from FirstNet, and booth. - 100 attendees
Red Lake Tribal Council Meeting - Jackie Mines, Melinda Miller, Marcus Bruning, Tim Pierce, and Carl Rebstock presented - 50 attendees
Assoc. of MN Counties - Minneapolis - booth - 200 attendees
Government IT Symposium - Dana Wahlberg and Melinda Miller presented - 20 attendees,
MN Sheriffs Association - Booth - 75 attendees.

Governance: Monthly Interoperable Data Committee Meetings (Oct & Dec)
Monthly StateWide Emergency Communications Board Meetings (Oct, Nov, Dec)
Governor's Executive Team Meetings (Oct, Dec)
Regional Radio Boards - for Seven Regions (21 meetings)

Conferences:

Social Media: MN has Twitter and Facebook accounts, as well as a public facing website.

Newsletter for Tribal participation was published on Nov, 2016, and Early Builders newsletter was published on Dec, 2016, The State Plan Evaluation Process will be the next topic slated for Feb 2017.

Other: SPOC Meeting in Phoenix AZ - Jackie, Melinda, and Mona attended
Citizens Academy - Melinda - Public Safety basics training

The Government IT symposium was a different venue than most of our other conferences. This is public administration IT personell, so we presented, and answered questions for IT people who most likely would be responsible for any data that would be needed from the CAD, RMS to FirstNet applications. I wish we would have known about the Grant initiative on the day we presented because this would have been the right audience.

DPS-ECN created a constituent engagement page for the Working Groups Evaluating the State Plan Process. It is an internal Sharepoint site. Our division is continuing to study Social Media Engagement and the best way to reach out to the right people at the right time. We have looked at Internal Sharepoint Sites, HSIN, and NIX

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.
 Nothing new to report this quarter.

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.
 This last quarter MN DPS-ECN asked and received a lot of time and attention from our constituents to evaluate the State Plan Template, to help build a work group summary and business case, and prepare for our draft and final state plan from FirstNet. Thirty-nine individuals, committed more than 400 hours for the project to prepare for state plan delivery.

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 ECB | 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.
 nothing for this quarter

| 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 | \$138,179.00 | \$34,545.00 | \$172,724.00 | \$103,001.19 | \$27,054.73 | \$130,055.92 |
| b. Personnel Fringe Benefits | \$38,689.00 | \$9,672.00 | \$48,361.00 | \$26,498.74 | \$6,670.42 | \$33,169.16 |
| c. Travel | \$34,400.00 | \$8,600.00 | \$43,000.00 | \$31,843.13 | \$8,061.82 | \$39,904.95 |
| 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 | \$4,624.31 | \$1,156.10 | \$5,780.41 |
| f. Subcontracts Total | \$2,099,118.00 | \$524,779.00 | \$2,623,897.00 | \$1,173,444.17 | \$314,058.04 | \$1,487,502.21 |
| 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 | \$10,850.13 | \$2,712.53 | \$13,562.66 |
| i. Total Costs | \$2,389,660.00 | \$597,415.00 | \$2,987,075.00 | \$1,414,568.37 | \$375,577.55 | \$1,790,145.92 |
| j. % of Total | 80% | 20% | 100% | 79% | 21% | 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) | 651-201-7550 | |
| Jackie Mines, Director | | | | 16d. Email Address: | jackie.mines@state.mo.us | |
| 16b. Signature of Authorized Certifying Official: | | | | Date: | 2/9/17 | |
|  | | | | | 2/9/2017 Rev 2 | |