U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	47-10-513047
				4. EIN:	62-6001445
1. Recipient Name	Tennessee Department of Safety and Homeland Security			6. Report Date (MM/DD/YYYY)	10/21/2016
3. Street Address	1150 Foster Avenue			7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2016
5. City, State, Zip Code	Nashville, Tennessee 37243			8. Final Report Yes ☐ No ☒	9. Report Frequency Quarterly ☒

10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	8/1/2013	10b. End Date: (MM/DD/YYYY)	1/30/2018		

11. List the individual projects in your approved Project Plan

	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category
1	Stakeholders Engaged	1848	*Actual number of individuals reached via stakeholder meetings during the quarter*
2	Individuals Sent to Broadband Conferences	2	*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	0	*Actual number of contracts executed during the quarter*
5	Governance Meetings	3	*Actual number of governance, subcommittee, or working group meetings held during the quarter*
6	Education and Outreach Materials Distributed	49,371	*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	6	For each Phase 2 milestone category, please provide the status of the activity during the quarter:
9	Phase 2 – Users and Their Operational Areas	6	• *Stage 1 - Process Development*
10	Phase 2 – Capacity Planning	6	• *Stage 2 - Data Collection in Progress* • *Stage 3 - Collection Complete; Analyzing/Aggregating Data*
11	Phase 2 – Current Providers/Procurement	6	• *Stage 4 - Data Submitted to FirstNet* • *Stage 5 - Continued/Iterative Data Collection*
12	Phase 2 – State Plan Decision	3	• *Stage 6 - Submitted Iterative Data to FirstNet*

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.

We are continuing to focus our outreach at public safety association and municipal league meetings, renting exhibit booths to maximize the number of people we are able to speak with one on one. We hosted our statewide public safety broadband conference in July, with a great turnout of 185 attendees from 45 of Tennessee's 95 counties. We were also able to finally realize our outreach goal of speaking to at least one agency in each of Tennessee's 95 counties for 100% county outreach; this was attained on September 21, with our meeting in Rhea County. We hosted a meeting of our Leadership Committee on July 19; in this meeting we covered TN consultation efforts to date, State Plans and the Governor's decision, and preparing for FirstNet adoption. This meeting was attended by 35 people, including some FirstNet staff and members. We also hosted 2 Technical Work Group (TWG) meetings; one via WebEx on July 21 lasting one hour and covering the state plan review process at a high level, and one on September 14 in-person lasting 4 hours where we reviewed all portions of the state plan in detail that the TWG will have input on.

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.

No changes anticipated.

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

Our team is looking forward to the next SPOC meeting; anticipating some good information. We would like more direction on best practices for getting into major metropolitan mayor's offices for outreach. We also look forward to the SPOC portal being live.

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

We have had much success with one on one conversations at association meetings. We still find that the majority of people have heard of FirstNet and are eager to know more about cost and coverage.

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 - *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
Outreach & Education Coord.	85	Program management ,outreach and education, external and internal stakeholder relationships; position no longer grant funded.	
Administrative Assistant	100	Program management support, administrative functions, scheduling	

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
Bufford Goff and Associates	Data Collection and Outreach and Education	Vendor	Y	Y	7/1/2014	6/30/2017	$1,616,105.00	$590,335.00

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	$346,026.00		$346,026.00	$137,442.34		$137,442.34
b. Personnel Fringe Benefits	$65,344.00		$65,344.00	$39,952.32		$39,952.32
c. Travel	$243,780.00		$243,780.00	$94,652.78		$94,652.78
d. Equipment			$0.00			$0.00
e. Materials/Supplies	$27,595.00		$27,595.00	$12,839.45		$12,839.45
f. Subcontracts Total	$1,616,105.00	$590,335.00	$2,206,440.00	$1,271,375.18	$317,843.79	$1,589,218.97
g. Other	$62,490.00		$62,490.00	$27,998.22		$27,998.22
h. Indirect			$0.00			$0.00
i. Total Costs	$2,361,340.00	$590,335.00	$2,951,675.00	$1,584,260.29	$317,843.79	$1,902,104.08
j. % of Total	80%	20%	100%	83%	17%	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:

Stephanie Waye, Outreach & Education Coordinator, TACN FirstNet

16b. Signature of Authorized Certifying Official:

16c. Telephone (area code, number, and extension)	615-487-7010
16d. Email Address:	stephanie.waye@tn.gov
Date:	11/10/2016