

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	47-10-513047
1. Recipient Name		Tennessee Department of Safety and Homeland Security		4. EIN:	62-6001445
3. Street Address		1150 Foster Avenue		6. Report Date (MM/DD/YYYY)	4/24/2017
5. City, State, Zip Code		Nashville, Tennessee 37243		7. Reporting Period End Date: (MM/DD/YYYY)	3/31/2017
				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)	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, Indicator Description)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	650	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	12	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	86,926	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: * 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	6			
10	Phase 2 – Capacity Planning	6			
11	Phase 2 – Current Providers/Procurement	6			
12	Phase 2 – State Plan Decision	3			
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.					
<p>During the first quarter of 2017 we focused our outreach and education efforts on speaking engagements and in-person outreach at public safety association meetings across Tennessee, as well as preparing the required personnel for state plan delivery and review. We hosted two Leadership Committee meetings; one in Nashville with TJ Kennedy and two other FirstNet staff in attendance, and one while at IWCE with members of the FirstNet team and the NTIA in attendance. Our leadership appreciated this opportunity to have casual conversation with FirstNet and the NTIA to ask questions, share ideas, and express concerns in a one-on-one environment. We have met with the Governor's office and the State Legislature to discuss FirstNet and what it means for Tennessee several times in this first quarter of 2017; these meetings have been positive and productive from both the team and governor's staff's perspective. We hosted our annual Regional Public Safety Broadband Conferences; these took place in Jackson, Gallatin, and Knoxville, utilizing free or low-cost auditorium space at community colleges. These regional conferences were well received and well attended, maintaining our attendance numbers from the previous year. Our new website launched on March 1; we are already seeing various agencies utilizing it and sharing information about resources they have available. We hosted meetings of our Technical WorkGroup via WebEx in February; this meeting focused on the latest in small cell technology. Our outreach numbers are generated from Twitter impressions, facebook reach, and print materials and digital newsletters distributed.</p>					

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.

We would like to move \$17,000 around between categories within our grant; reallocating monies from our "other" category into "contracts" (\$7,000 to cover BGA supported SWIC activities related to updating our SCIP in TN), and "supplies" (\$10,000).

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 spring SPOC meeting and the release of draft state plans. 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. Our stakeholders are waiting for cost information, and other than that ready for the service to be available.

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. A major highlight for our Leadership Committee was being able to attend IWCE and be immersed in all things FirstNet and communications technology. They also had the opportunity to meet one-on-one with FirstNet and NTIA staff to ask questions, share ideas, and express concerns; this was greatly appreciated by our leadership and I think FirstNet got something out of it as well.

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.

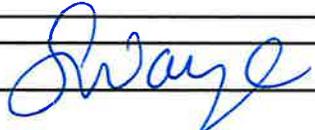
Job Title	FTE%	Project (s) Assigned	Change
Outreach & Education Coord.	85	Program management ,outreach and education, external and internal stakeholder relationships; position no longer grant funded.	
Administrative Assistant	100	Program management support, administrative functions, scheduling	

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
Tennessee Technological University, iCube	Website and training, conference media, and marketing development, data analytics	Vendor	Y	y	10/15/2016	10/15/2017	\$60,000.00	\$0.00

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	\$152,562.34		\$152,562.34
b. Personnel Fringe Benefits	\$65,344.00		\$65,344.00	\$41,279.88		\$41,279.88
c. Travel	\$243,780.00		\$243,780.00	\$130,237.11		\$130,237.11
d. Equipment			\$0.00			\$0.00
e. Materials/Supplies	\$27,595.00		\$27,595.00	\$17,692.19		\$17,692.19
f. Subcontracts Total	\$1,616,105.00	\$590,335.00	\$2,206,440.00	\$1,345,252.16	\$411,483.40	\$1,756,735.56
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	\$1,715,021.90	\$411,483.40	\$2,126,505.30
j. % of Total	80%	20%	100%	81%	19%	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)		
Stephanie Waye, Outreach & Education Coordinator, TACN FirstNet				615-487-7010		
16b. Signature of Authorized Certifying Official:				16d. Email Address:		
				stephanie.waye@tn.gov		
				Date:		
				4/24/2017		