

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	47-10-513047
1. Recipient Name				4. EIN:	62-6001445
3. Street Address				6. Report Date (MM/DD/YYYY)	7/26/2017
5. City, State, Zip Code				7. Reporting Period End Date: (MM/DD/YYYY)	6/30/2017
				8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	8/1/2013	10b. End Date: (MM/DD/YYYY)	1/31/2018		
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	295	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	9	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	11	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	52,388	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: <ul style="list-style-type: none"> • 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	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 activities for the next quarter; and any additional project milestones or information.					
<p>Quarter 16 has been centered around outreach and education efforts at local association meetings and conferences and the extensive planning associated with hosting our annual public safety broadband conference. We have also been working hard to keep our advisory body up to date with the shareable contents of the state plan, fielding their questions and concerns, and relaying the pertinent information back to FirstNet staff. We have completed our state plan review process and will be making our recommendation very soon. We also worked with OEC to host their Enhanced SCIP Pilot Workshop in the state; this required 3 in-person meetings and one webinar/teleconference. This SCIP workshop was open for all members of the public safety community in Tennessee to participate in on a first come first served basis; after reserving space for our advisory panel this left 40 seats for those who wanted to attend.</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.					
<p></p>					

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

Our team is pleased with the responsiveness and willingness of AT&T to negotiate the contents of the state plan with our team. We are also pleased with the responsiveness of the FirstNet federal team in regards to the portal; all questions were answered quickly and thoroughly.

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

Based on response from stakeholders at association events around the state, we find that a majority of these high level attendees are now familiar with FirstNet and it's value add for public safety. We still cannot discuss pricing and that is the main thing that people want to know; what do they need to budget? We find that one-on-one discussions are most helpful in dispelling rumor and providing facts. Our advisory panel is more and more engaged in broadband as the opportunity to procure service nears. We have also found that allowing people to attend national conferences really helps get them engaged and thinking about what is possible with expanded access to broadband.

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.	50	Program management ,outreach and education, external and internal stakeholder relationships; position no longer grant funded.	35
Administrative Assistant	75	Program management support, administrative functions, scheduling; position no longer grant funded.	25
SPOC	10	Single Point of Contact for FirstNet in Tennessee	10
SWIC	20	Statewide Interoperability Coordinator	20

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
Buford Goff and Associates	Data Collection and Outreach and Education	Vendor	Y	Y	7/1/2014	6/30/2018	\$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.

We have encountered no challenges, but want to note that we have extended the end-date of the Buford Goff & Associates contract to run through June 30, 2018, to cover all necessary wrap-up of the grant project; this did not allocate any extra funds to the contract.

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	\$160,122.34		\$160,122.34
b. Personnel Fringe Benefits	\$65,344.00		\$65,344.00	\$41,943.66		\$41,943.66
c. Travel	\$243,780.00		\$243,780.00	\$147,789.94		\$147,789.94
d. Equipment			\$0.00			\$0.00
e. Materials/Supplies	\$27,595.00		\$27,595.00	\$18,067.23		\$18,067.23
f. Subcontracts Total	\$1,676,105.00	\$590,335.00	\$2,266,440.00	\$1,390,252.16	\$518,925.30	\$1,909,177.46
g. Other	\$62,490.00		\$62,490.00	\$27,998.22		\$27,998.22
h. Indirect			\$0.00			\$0.00
i. Total Costs	\$2,421,340.00	\$590,335.00	\$3,011,675.00	\$1,786,173.55	\$518,925.30	\$2,305,098.85
j. % of Total	80%	20%	100%	77%	23%	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)		615-487-7010
Stephanie Waye, Outreach & Education Coordinator, TACN				16d. Email Address:		stephanie.waye@tn.gov
16b. Signature of Authorized Certifying Official:				Date:		7/26/2017
						

