

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 27-10-S13027
1. Recipient Name State of Minnesota		4. EIN 416007161
3. Street Address 445 Minnesota St Suite 137		6. Report Date (MM/DD/YYYY) 04 30 2014
5. City, State, Zip Code St Paul MN 55101		7. Reporting Period End Date: 3 31 2014
10a. Project/Grant Period Start Date: 9/1/2013		10b. End Date: 8/31/2016
		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		9. Report Frequency <input checked="" type="checkbox"/> Quarterly

11. List the individual projects in your approved Project Plan

	Project Type (Capacity Building, SCIP Update, Outreach, Training etc.)	Project Deliverable Quantity (Number & Indicator Description)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Funding Amount expended
1	Stakeholder Meetings	350 people			
2	Broadband Conferences	0			
3	Staff Hires	1.25 FTE			
4	Contract Executions	1 contracts			
5	Governance Meetings	68 meetings			
6	Education and Outreach Materials	3 publications			
7	Subrecipient Agreements Executed	0			
8	Phase II Activities	N/A			

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.

Note: Minnesota will begin drawdown of Federal funds on a monthly basis starting February 2014. While Minnesota has at this time begun work and has expended its funds for SLIGP it has not drawn any cash from Federal funds as of this report.

Progress:

Stakeholder meetings: Performed Minnesota-FirstNet regional kickoff meetings throughout the state at seven regions throughout January-February. Approx. 350 stakeholders reached. Topics included FirstNet overview, broadband basics, the consultation process, and the roles of local/state/Federal government.

Training: N/A

Broadband Conferences: N/A

Staff Hires: 3 RIC contracts amended to include SLIGP funds and expand hours (0.25 FTE each for a total of 0.75 FTE). SWIC salary subsidized through SLIGP starting pay period beginning 12/4 at 50% of time.

Contract Executions: \$1.3M contract awarded to Televate, LLC for Minnesota-FirstNet consultation program.

Statutory Changes: N/A

Governance Meetings: Monthly meeting of Statewide Emergency Communications Board (SECB), Bi-monthly meeting of SECB Interoperable Data Committee, Bi-monthly meetings for South Central, Southwest, Northeast, and Northwest Regional Emergency Communications Board (RECB) (or equivalent), Bi-monthly meetings for South Central, Southwest, Northeast, and Northwest RECB (or equivalent) subject matter committee, Monthly meetings for Central, Metro, and Southeast RECB, Monthly meetings for Central, Metro, and Southeast RECB subject matter committee. 34 total meetings each reporting period.

Education and Outreach materials: FirstNet one-pager (fact sheet about program), Frequently Asked Questions about FirstNet (FAQ document), Kickoff Presentation. Available at <https://dps.mn.gov/divisions/ecn/Pages/broadband.aspx>

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.

Minor budget revision to be submitted in April regarding indirect cost allocations.

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

None at this time.

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

Outreach sessions with local governments were extremely successful, but have shown that despite our best efforts and strong governance structure we have a lot of work to do. We continue to receive regular inquiries from the stakeholder public about the most basic facts on FirstNet despite our aggressive outreach program. However, these contacts do prove a tremendous amount of interest in FirstNet throughout Minnesota.

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.

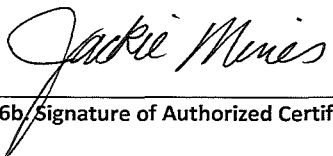
The project is fully staffed.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
SWIC	50	Oversight of all activities.	Salary subsidized @ 50%
RIC	25	Support for governance, education and outreach	Contract amended
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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	Project and % Assigned
MnFCP	Comprehensive consultation	Vendor	Y	Y	11/4/2013	6/31/2016	\$1,114,884	\$278,721	
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13b. Describe any challenges encountered with vendors and/or subrecipients.									
None at this time.									
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	\$76,559	\$20,804	\$97,363	\$5884	\$1489	\$7373			
b. Personnel Fringe Benefits	\$23,301	\$5,825	\$29,126	0	0	0			
c. Travel	\$143,424	\$35,856	\$179,280	\$6805	\$1702	\$8507			
d. Equipment	0	0	\$0	0	0	0			
e. Materials/Supplies	0	0	\$0	0	0	0			
f. Subcontracts Total	\$2,089,520	\$522,380	\$2,611,900	\$59,158	\$14400	\$73,558			
g. Other	\$50,199	\$12,550	\$62,749	0	0	0			
h. Total Costs	\$2,389,660	\$597,415	\$2,987,075	\$71,847	\$17,591	\$89,438			
i. % of Total	80	20	100	80	20	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)				
Jackie Mines, Director					651 201 7550				
					16d. Email Address				
					jackie.mines@state.mn.us				
16b. Signature of Authorized Certifying Official					16e. Date Report Submitted (month, day, year)				
					4/30/2014				

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