

U.S. DEPARTMENT OF COMMERCE

Performance Progress Report

2. Award or Grant Number

37-50-M09002N

4. Report Date (MM/DD/YYYY)

01-23-2014

1. Recipient Name

North Carolina Department of Commerce

6. Reporting Period End Date:

12-31-2013

3. Street Address

301 N. Wilmington St., 4301 Mail Service Center,

5. City, State, Zip Code

Raleigh, NC 27601

**7a. Project / Grant Period
Start Date: (MM/DD/YYYY)**

10-01-2009

7b. End Date: (MM/DD/YYYY)

10-01-2014

8. Designated Entity on Behalf of:

9. List the individual projects in your approved project plan

	Project Type (Data Collection, Capacity Building, Technical Assistance, etc.)	Project Name (if different from Project Type)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Funding amount expended
1	Data Collection	Data Collection & Mapping	1,468,342	556,252	38%
2	Capacity Building	State Capacity Building	775,065	474,117	61%
3	Technical Assistance	Technical Assistance	1,629,261	969,454	60%
4	Ownership and Adoption	NC Lite Up Project	173,291	86,246	50%
5	Address File	Address File Improvement Project	0	0	
6	N/A				
			\$4,045,959	\$2,086,069	52%

10. Personnel

10a. If the project is not fully staffed, describe how any lack of staffing may impact the project's timeline and when the project will be fully staffed.

N/A

10b. Staffing Table									
Job Title				FTE %	Project(s) Assigned			Change	
Director, NC Broadband				75	State Capacity Building			No Change	
Director, NC Broadband				25	Data Collection & Mapping			No Change	
Senior Director, Research & Development				100	State Capacity Building			No Change	
Data Administrator/GIS Specialist				100	Data Collection & Mapping			No Change	
Senior Technical Assistance Director				25	Data Collection & Mapping			No Change	
Research Associate I				50	Technical Assistance			No Change	
Research Associate I				25	State Capacity Building			No Change	
Research Associate I				25	Data Collection & Mapping			No Change	
Research Associate II				50	Technical Assistance			No Change	
Research Associate II				25	State Capacity Building			No Change	
Research Associate II				25	Data Collection & Mapping			No Change	
Senior Technical Assistance Director				75	Technical Assistance			No Change	
Technical Assistance Director (West)				63	Technical Assistance			No Change	
Technical Assistance Director (East)				63	Technical Assistance			No Change	
Technical Assistance Director (Central)				63	Technical Assistance			No Change	
Accountant				33	Technical Assistance			No Change	
Accountant				33	Data Collection & Mapping			No Change	
Accountant				33	State Capacity Building			No Change	
				Add Row				Remove Row	
11. Subcontracts									
11a. Subcontracts Table - Include all subcontractors. The totals from this table equal the "Subcontracts Total" from the Program Budget Worksheet (Q. 12, Column 2, 3, and 4)									
Name	Subcontract Purpose	RFP Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated	Project and % Assigned (Example: Data Collection 75)	
University of North Carolina Greensboro	Data Collection	No	Yes	01/01/2012	09/30/2014	140,000	66,541	Data Collection	100

Topsail Technology (Database)	Data Collection	Yes	Yes	01/01/2012	09/30/2014	88,000	67,800	Data Collection	100
Michael Baker Jr. Inc	Data Collection	Yes	Yes	01/01/2012	09/30/2014	130,000	64,415	Data Collection	100
Strategic Network Group	Technical Assistance	Yes	Yes	06/01/2012	05/30/2014	123,000	0	Technical Assistance	100
NC Center for Geographic Information and Analysis	Address File	No	Yes	01/01/2012	07/31/2014	0	356,271	Address File	100
Topsail Technologies (Website)	Technical Assistance	Yes	Yes	01/01/2012	09/30/2014	40,000	7,260	Technical Assistance	100
MCNC	Data Collection	Yes	Yes	01/01/2012	09/30/2014	28,000	12,024	Data Collection	100
East Carolina University (Research Support)	Data Collection	No	Yes	01/01/2012	09/30/2014	10,668	8,890	Data Collection	100
East Carolina University (Citizen Survey)	Capacity Building	No	Yes	01/01/2012	06/30/2014	32,871	9,794	Capacity Building	100
Telecommunications Specialist (Brian Rathbone)	Technical Assistance	No	Yes	01/01/2013	12/30/2013	99,000	0	Technical Assistance	100
TBD - Ground Truthing	Data Collection	No	No	09/30/2014	09/30/2014	330,000	0	Data Collection	100
TBD - Analysis of Unserved Areas	Data Collection	No	No	09/30/2014	09/30/2014	60,000	0	Data Collection	100
TBD - Broadband Utilization	Technical Assistance	No	No	09/30/2014	09/30/2014	100,000	0	Technical Assistance	100
TBD - Assessment/Best Practices	Technical Assistance	No	No	09/30/2014	09/30/2014	50,000	0	Technical Assistance	100
Edward Feser, Facilitator, Economic Impact NC Lite Up	Technical Assistance	No	Yes	10/01/2012	03/31/2013	6,000	0	Technical Assistance	100
John Horrigan, Facilitator, Economic Impact NC Lite Up	Technical Assistance	No	Yes	10/01/2012	03/31/2013	6,000	0	Technical Assistance	100
William Lehr, Facilitator, Economic Impact NC Lite Up	Technical Assistance	No	Yes	10/01/2012	03/31/2013	6,000	0	Technical Assistance	100
Jane Patterson, Facilitator, Economic Impact NC Lite Up	Technical Assistance	No	Yes	10/01/2012	03/31/2013	6,000	0	Technical Assistance	100
Telecommunications Specialist (Richard Kelly)	Technical Assistance	No	Yes	02/01/2012	01/31/2013	0	38,803	Technical Assistance	100

TBD - Economic Impact	Technical Assistance	No	No	09/30/2014	09/30/2014	41,000	0	Technical Assistance	100
Strategic Network Group	Technical Assistance	No	Yes	08/15/2013	02/28/2014	123,000	0	Technical Assistance	100
Rutherford County - Lite Up Help Desk	Ownership and Adopti	No	Yes	12/21/2012	10/31/2013	41,540	0	Ownership & Adoptio	100
East Carolina University (Lite Up Evaluation)	Ownership and Adopti	No	Yes	12/17/2012	09/30/2014	11,760	0	Ownership & Adoptio	100
Frank Odasz - Lite Up Training	Ownership and Adopti	No	Yes	01/01/2013	05/31/2013	14,500	0	Ownership & Adoptio	100
TBD - Telecommunications Specialist extension	Technical Assistance	No	No	09/30/2014	09/30/2014	135,197	0	Technical Assistance	100

Add Row

Remove Row

11b. Describe any challenges encountered with vendors or subrecipients.

Please note that the Subcontract Table above reflects information on SubRecipients as well as other contractors because in our currently approved budget, funding for SubRecipient projects is listed in the Subcontracts line item. In the current Budget Amendment request to NTIA to request update of the NC budget, a request is included to move these SubRecipient amounts to the Other line item. The majority of the NC SBI contractors are SubRecipients. Therefore, subsequent PPRs should reflect only a handful of contractors in Table 11a. In addition, in some cases the final contract amounts are higher or lower than the individual estimates projected in the currently approved budget. Budgeted amounts are listed above. Any slight differences in original estimated budget amounts with final contract amounts are addressed in the Budget Amendment request. Regarding challenges with vendors, NC is working to extend the contract with the NC Center for Geographic Information & Analysis for completion of the Master Address File project. This work is described in more detail in the Project Summary spreadsheet.

12. Budget worksheet						
Columns 2, 3, and 4 will match your current project budget for your entire award, which is the SF-424A on file. Only list matching funds that the Department of Commerce has already approved.						
Project Budget Element	Federal Funds Awarded	Approved Matching Funds	Total Budget	Federal Funds Expended	Approved Matching Funds Expended	Total Funds Expended
Personnel Salaries	\$1,235,678	\$229,060	\$1,464,738	\$975,431	\$156,798	\$1,132,229
Personnel Fringe Benefits	\$356,320	\$59,763	\$416,083	\$291,115	\$44,748	\$335,863
Travel	\$193,000	\$0	\$193,000	\$72,088	\$0	\$72,088
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Materials / Supplies	\$32,794	\$0	\$32,794	\$12,659	\$0	\$12,659
Subcontracts Total	\$1,622,536	\$631,798	\$2,254,334	\$527,929	\$406,613	\$934,542
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$417,041	\$60,565	\$477,606	\$66,431	\$23,961	\$90,392
Total Direct Costs	\$3,857,369	\$981,186	\$4,838,555	\$1,945,653	\$632,120	\$2,577,773
Total Indirect Costs	\$188,590	\$0	\$188,590	\$140,416	\$0	\$140,416
Total Costs	\$4,045,959	\$981,186	\$5,027,145	\$2,086,069	\$632,120	\$2,718,189
% of Total	80	20	100	77	23	100

13. Hardware / Software
<p>13a. List any hardware/software purchased during this reporting period.</p> <p>N/A</p>
<p>13b. Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.</p> <p>N/A</p>

14. SBI PPR Project Attachment (Skip question 14b if Data Collection is your only project).
<p>14a. Complete a SBI PPR Project Data Collection Attachment and attach it to the PPR.</p> <p>14b. Complete a SBI PPR Attachment for each additional funded project and attach it to the PPR.</p>

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 set forth in the award documents.

15a. Typed or Printed Name and Title of Authorized Certifying Official

Angie Bailey

Director

15c. Telephone
(area code, number, and extension)

919-715-0793

15d. Email Address

abailey@nccommerce.com

15b. Signature of Authorized Certifying Official

Submitted Electronically

15e. Date Report Submitted
(MM/DD/YYYY)

01-30-2014