U.S. DEPARTMENT OF COMMERCE

Performance Progress Report

2. Award or Grant Number
37-50-M09002N

4. Report Date (MM/DD/YYYY)
12-11-2014

1. Recipient Name
North Carolina Department of Commerce

6. Reporting Period End Date:
12-31-2014

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)
01-31-2015

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	1,444,807	1,392,458	96%
2	Capacity Building	State Capacity Building	733,305	722,653	99%
3	Technical Assistance	Technical Assistance	1,536,679	1,518,003	99%
4	Ownership and Adoption	NC LITE-UP	131,168	97,164	74%
5	Address File	Address File Improvement File Project	200,000	199,999	100%
6	N/A				
			$4,045,959	$3,930,277	97%

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.

Two staff members left NC Broadband in Q4. The last day for the Data Administrator/GIS Specialist was November 7. The last day for the Research Associate (Community Outreach Specialist) was November 14. Both moved on due to the upcoming end of the SBI grant. NC Broadband sought contracted services from the NC Center for Geographic Information and Analysis for December 1, 2014 - January 31, 2015 and from Stephanie Jane Edwards for January 1 - January 31, 2015 for GIS support and knowledge transfer through the transition.
As reported in the Q3 report, an Administrative Assistant was brought on board from mid-July through mid-October as staff support, and then again from mid-November through the end of January 2015, to assist with administrative support. This was needed partly due to the departure of the NC Broadband Accountant in summer 2014. The position is not listed in 10b. since it was a temporary assignment through the State's temp agency.

Performance Progress Report
OMB Approval Number: 0660-0034
Expiration Date: 08/31/2015

10b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Director, NC Broadband	75	State Capacity Building	No Change
Director, NC Broadband	10	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
Senior Technical Assistance Director	75	Technical Assistance	No Change
Research Associate I	25	Data Collection & Mapping	No Change
Research Associate I	25	State Capacity Building	No Change
Research Associate I	50	Technical Assistance	No Change
Research Associate II	25	Data Collection & Mapping	No Change
Research Associate II	25	State Capacity Building	No Change
Research Associate II	50	Technical Assistance	No Change
Technical Assistance Director (West)	56	Technical Assistance	No Change
Technical Assistance Director (East)	56	Technical Assistance	No Change
Technical Assistance Director (Central)	56	Technical Assistance	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)	
Frank Odasz - LITE-UP Training	Ownership and Adopti	No	Yes	01/01/2013	05/31/2013	14,500	0	Ownership & Adoptio	100
NC Center for Geographic Information & Analysis	Address File	No	Yes	01/01/2012	10/31/2014	200,000	156,271	Address File	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

Performance Progress Report
OMB Approval Number: 0660-0034
Expiration Date: 08/31/2015

John Horrigan, Facilitator Economic Impact	Technical Assistance	No	Yes	10/01/2012	03/31/2013	6,000	0	Technical Assistance	100
William Lehr, Facilitator Economic Impact	Technical Assistance	No	Yes	10/01/2012	03/31/2013	6,000	0	Technical Assistance	100
Jane Patterson, Facilitator Economic Impact	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	83,262	Technical Assistance	100
Telecommunications Specialist, Brian Rathbone	Technical Assistance	No	Yes	01/01/2013	09/30/2014	168,880	0	Technical Assistance	100
Telecommunications Specialist, Brian Rathbone	Data Collection	No	Yes	01/01/2013	09/30/2014	20,000	0	Data Collection	100
Anna Tapp - GIS Support	Data Collection	No	Yes	08/01/2014	11/15/2014	9,900	0	Data Collection	100
NC Center for Geographic Information & Analysis - GIS Support	Data Collection	No	Yes	11/21/2014	01/31/2015	27,520	0	Data Collection	100

Add Row Remove Row

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

Note: an additional contract of $27,520 has been added in table 11a, in addition to the contract for $9900 added here in Q3. The contract with the NC Center for Geographic Information & Analysis was sought in November for GIS Support as the GIS staff member for NC Broadband departed in November as part of the grant close-out/transition. Because this change is below the 10% rule, a budget amendment has not been submitted.

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	$1,461,492	$223,291	$1,684,783	$1,491,468	$224,508	$1,715,976
Personnel Fringe Benefits	$424,635	$65,532	$490,167	$439,520	$64,175	$503,695
Travel	$138,890	$0	$138,890	$100,292	$0	$100,292
Equipment	$0	$0	$0	$0	$0	$0
Materials / Supplies	$17,335	$0	$17,335	$13,497	$0	$13,497
Subcontracts Total	$427,380	$239,533	$666,913	$432,342	$240,501	$672,843
Construction	$0	$0	$0	$0	$0	$0
Other	$1,361,783	$452,829	$1,814,612	$1,233,384	$443,356	$1,676,740
Total Direct Costs	$3,831,515	$981,185	$4,812,700	$3,710,503	$972,540	$4,683,043
Total Indirect Costs	$214,444	$0	$214,444	$219,775	$0	$219,775
Total Costs	$4,045,959	$981,185	$5,027,144	$3,930,278	$972,540	$4,902,818
% of Total	80	20	100	80	20	100

13. Hardware / Software

13a. List any hardware/software purchased during this reporting period.

N/A

13b. **Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.**

N/A

14. SBI PPR Project Attachment (Skip question 14b if Data Collection is your only project).

14a. Complete a SBI PPR Project Data Collection Attachment and attach it to the PPR.

14b. Complete a SBI PPR Attachment for each additional funded project and attach it to the PPR.

Performance Progress Report
OMB Approval Number: 0660-0034
Expiration Date: 08/31/2015

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) 03-09-2015

Performance Progress Report
OMB Approval Number: 0660-0034
Expiration Date: 08/31/2015