

U.S. DEPARTMENT OF COMMERCE

Performance Progress Report

2. Award Or Grant Number

51-50-M09070

4. Report Date (MM/DD/YYYY)

06-27-2011

1. Recipient Name

Center for Innovative Technology

6. Designated Entity On Behalf Of:

Commonwealth of Virginia

3. Street Address

Virginia, 2214 Rock Hill Road, Suite 600,

8. Final Report?

Yes

No

9. Report Frequency

Quarterly

Semi Annual

Annual

Final

5. City, State, Zip Code

Herndon, VA 20170

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

03-01-2010

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

02-28-2015

7b. Reporting Period End Date:

06-30-2011

9a. If Other, please describe:

N/A

10. Broadband Mapping

10a. Provider Table

Number of Providers Identified	Number of Providers Contacted	Number of Agreements Reached for Data Sharing	Number of Partial Data Sets Received	Number of Complete Data Sets	Number of Data Sets Verified
0	0	0	0	0	0

10b. Are you submitting the required PROVIDER DATA by using the Excel spreadsheet provided by the SBDD grants office? Yes No

10c. Have you encountered challenges with any providers that indicate they may refuse to participate in this project? Yes No

10d. If so, describe the discussions to date with each of these providers and the current status

N/A

10e. If you are collecting data through other means (e.g. data extraction, extrapolation, etc), please describe your progress to date and the relevant activities to be undertaken in the future

N/A

10f. Please describe the verification activities you plan to implement

Two complementary methods of validation will be utilized:

- Telephone (primary sampling unit is the Census Block Group, secondary unit is the household)
- In-Person, Face-to-Face (primary sampling unit is the Census Block, secondary unit is the household)

Three main groups will be sampled:

- Served areas
- Unserved areas
- Underserved areas (those on the served and unserved borders)

From the maps provided by Virginia, Apex will establish two types of census block groups from which to sample

- Uniform (defined as either all served, all unserved or all underserved areas)
- Non-uniform (defined as any combination of served, unserved and underserved areas)

Apex will randomly select samples that, when data from each method is combined, will arrive at an anticipated margin of error of 4 (with 95% confidence) statewide

For the telephone survey, Apex will randomly select a sample of uniform census block groups and will interview households within each chosen census block group

For the in-person, face-to-face survey, Apex will randomly select a sample of census blocks from all non-uniform census block groups and will interview households within each chosen census block

Random sample stratified: geographically (e.g. rural/non-rural), demographically

Sample size allocation procedures will be used to determine the appropriate number of census block groups for rural and non-rural areas

Each validation method is structured to complement the other. That is, the in-person survey will mirror the telephone survey; therefore the in-person survey.

In person interviewers will also be able to collect wireless signal readings at the interview locations.

10g. Have you initiated verification activities? Yes No

10h. If yes, please describe the status of your activities

complete

10i. If verification activities have not been initiated please provide a projected time line for beginning and completing such activities

N/A

Staffing

10j. How many jobs have been created or retained as a result of this project?

3.05

10k. Is the project currently fully staffed? Yes No

10l. If no, please explain how any lack of staffing may impact the project's time line and when the project will be fully staffed

No impact. The project is expected to be fully staffed between Q3 2011 (Capacity Building) and Q1 2012 (Technical Assistance Educational Programs) when new projects begin. Based upon guidance from NTIA Native Nations, the tribal component, is also expected to come online during this time as well.

10m. When fully staffed, how many full-time equivalent (FTE) jobs do you expect to create or retain as a result of this project?

NA

10n. Staffing Table

Job Title	FTE %	Date of Hire
Program Assistant	100	05/10/2010
Graduate Research Assistant	30	10/01/2010
Special Research Faculty	10	10/01/2010
Special Research Faculty	15	10/01/2010
Special Research Faculty	15	10/01/2010
Classified IT	30	01/03/2011
Classified IT	10	01/03/2011
Classified IT	10	01/03/2011
Student Research Wage	3	01/25/2011
Student Research Wage	6	01/03/2011
Student Research Wage	8	01/03/2011
VGIN Coordinator	9	10/01/2010
GIS Technical Services Manager	7	01/03/2011
GIS Data Analyst	2	03/25/2011
Senior GIS Data Analyst	94	03/11/2011
Administrative	10	10/01/2010
Graduate Research Assistant	40	01/03/2011

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Sub Contracts

10o. Subcontracts Table							
Name of Subcontractor	Purpose of Subcontract	RFP Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Federal Funds	In-Kind Funds
VITA-VGIN	GIS Mapping	Y	Y	05/17/2010	02/28/2012	1,021,255	135,000
Virginia Tech	Mapping/speed testing/ data modeling and analysis	Y	Y	07/01/2010	02/28/2012	442,551	88,700
Broad Axe	Data collection (usage/ connectivity)	Y	Y	06/15/2010	06/14/2011	151,000	0
SNG	Benchmarking and connectivity analysis	Y	Y	06/01/2011	05/20/2011	108,780	0
Bristol Virginia Utilities	Cash Match	N	Y	06/01/2010	05/20/2011	0	69,000
Commonwealth of Virginia	Match	N	N	03/01/2010	02/28/2015	0	282,295

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Funding

10p. How much Federal funding has been expended as of the end of the last quarter? \$1,193,319 10q. How much Remains? \$6,906,660

10r. How much matching funds have been expended as of the end of last quarter? \$298,330 10s. How much Remains? \$1,726,665

10t. Budget Worksheet

Mapping Budget Element	Federal Funds Granted	Proposed In-Kind	Total Budget	Federal Funds Expended	Matching Funds Expended	Total Funds Expended
Personal Salaries	\$812,614	\$0	\$812,614	\$107,293	\$0	\$107,293
Personnel Fringe Benefits	\$484,583	\$0	\$484,583	\$62,366	\$0	\$62,366
Travel	\$81,436	\$0	\$81,436	\$2,402	\$0	\$2,402
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Materials / Supplies	\$5,036	\$0	\$5,036	\$236	\$0	\$236
Subcontracts Total	\$5,389,519	\$2,024,995	\$7,414,514	\$840,576	\$298,330	\$1,138,906
Subcontract #1	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #2	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #3	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #4	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #5	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Costs	\$6,773,188	\$2,024,995	\$8,798,183	\$1,012,873	\$298,330	\$1,311,203
Total Indirect Costs	\$1,326,791	\$0	\$1,326,791	\$180,446	\$0	\$180,445
Total Costs	\$8,099,979	\$2,024,995	\$10,124,974	\$1,193,319	\$298,330	\$1,491,648
% Of Total	80	20	100	80	20	100

Hardware / Software

10u. Has the project team purchased the software / hardware described in the application? Yes No

10v. If yes, please list

N/A

10w. Please note any software / hardware that has yet to be purchased and explain why it has not been purchased

N/A

10x. Has the project team purchased or used any data sets? Yes No

10y. If yes, please list

N/A

10z. Are there any additional project milestones or information that has not been included? Yes No

10aa. If yes, please list

N/A

10bb. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing

N/A

10cc. Please provide any other information that you think would be useful to NTIA as it assesses your Broadband Mapping Project

N/A

11. Broadband Planning

11a. Please describe progress made against all goals, objectives, and milestones detailed in the approved Project Plan. Be sure to include a description of each major activity / milestone that you plan to complete and your current status

The Health IT and Ecommerce assessment data is in the process of being placed on top of our broadband availability map. Once the data layers are created the original broadband planning activities will be complete.

Capacity Building activities began in the beginning of July. We are currently preparing to launch a second round of Health IT and Ecommerce assessments.

11b. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing

N/A

11c. Does the Project Team anticipate any changes to the project plan for Broadband Planning? Yes No

11d. If yes, please describe these anticipated changes. Please note that NTIA will need to approve changes to the Project Plan before they can be implemented

N/A

Funding

11e. How much Federal funding has been expended as of the end of the last quarter?	\$0	11f. How much Remains?	\$0
11g. How much matching funds have been expended as of the end of last quarter?	\$0	11h. How much Remains?	\$0

11i. Planning Worksheet

Personal Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Personnel Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Materials / Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Subcontracts Total	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #1	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #2	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #3	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #4	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #5	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Costs	\$0	\$0	\$0	\$0	\$0	\$0
Total Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs	\$0	\$0	\$0	\$0	\$0	\$0
% Of Total	0	0	0	0	0	0

Additional Planning Information

11j. Are there any additional project milestones or information that has not been included?

The Technical Assistance (tribal) project is on hold until further instruction from NTIA. Technical Assistance (training programs) is set to start in January 2012.

11k. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the Project Team is employing

N/A

11l. Please provide any other information that you think would be useful to NTIA as it assesses your Broadband Mapping Project

N/A

12. 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.

12a. Typed or Printed Name and Title of Authorized Certifying Official

Patricia Inman

Contracts and Grants Manager

12c. Telephone
(area code, number, and extension)

703-689-3044

12d. Email Address

pinman@cit.org

12b. Signature of Authorized Certifying Official

Submitted Electronically

12e. Date Report Submitted
(Month, Day, Year)

08-08-2011