

U.S. DEPARTMENT OF COMMERCE

Performance Progress Report

2. Award or Grant Number

70-50-M09073

4. Report Date (MM/DD/YYYY)

04-24-2014

1. Recipient Name

CNMI Department of Commerce

6. Reporting Period End Date:

03-31-2014

3. Street Address

Caller Box 10007 CK,

5. City, State, Zip Code

Saipan , MP 969508907

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

09-01-2010

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

08-31-2015

8. Designated Entity on Behalf of:

CNMI Government

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 & Planning	1,216,116	1,042,541	86%
2	N/A				
3	N/A				
4	N/A				
5	N/A				
6	N/A				
			\$1,216,116	\$1,042,541	86%

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.

The project will be fully staffed by next reporting period. There are currently 7 enumerators and 1 data clerk whose applications are going through the personnel hiring process. We estimate 8 new personnel to carry out the surveys as well as data entry/validation.

10b. Staffing Table									
Job Title				FTE %	Project(s) Assigned			Change	
Grants Management Specialist -Ivan A. Blanco				15	Data Collection			No Change	
Computer Specialist III - Justin Andrew				10	Planning & Survey			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)	
One Global Economy	Data Collection	Yes	Yes	04/04/2011	09/30/2015	1,040,322	0	Data Collection	100
Add Row						Remove Row			
<p>11b. Describe any challenges encountered with vendors or subrecipients.</p> <p>None. CNMI had an excellent working relationship with One Global Economy and its sub contractors.</p>									

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	\$137,411	\$0	\$137,411	\$0	\$0	\$0
Personnel Fringe Benefits	\$10,512	\$0	\$10,512	\$0	\$0	\$0
Travel	\$7,000	\$0	\$7,000	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Materials / Supplies	\$20,871	\$0	\$20,871	\$2,219	\$0	\$2,219
Subcontracts Total	\$1,040,322	\$0	\$1,040,322	\$1,040,322	\$0	\$1,040,322
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Costs	\$1,216,116	\$0	\$1,216,116	\$1,042,541	\$0	\$1,042,541
Total Indirect Costs	\$0	\$54,029	\$54,029	\$0	\$72,710	\$72,710
Total Costs	\$1,216,116	\$54,029	\$1,270,145	\$1,042,541	\$72,710	\$1,115,251
% of Total	96	4	100	93	7	100
13. Hardware / Software						
13a. List any hardware/software purchased during this reporting period.						
Global Positioning Units (13 pcs). ETREX 20						
13b. Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.						
Below is the list of software/hardware needed to continue the data collection efforts. We had planned to purchase the remaining HW/SW, but because of limited supplies on island and higher prices beyond earlier quotations, we will look into issuing a Request for Quotations on the specifications of the HW/SW. An RFQ is being prepared, and it is envisioned that the below items will be purchased towards the end of next month.						
ArcGIS License (software) ArcGIS Stand Alone (Software) GIS Desktop Systems Anti-Virus for GIS Server Data Entry Systems Printing Materials/Photocopying						
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.

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

Ivan Blanco

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

670-664-3044

15d. Email Address

director.csd@commerce.gov.mp

15b. Signature of Authorized Certifying Official

Submitted Electronically

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

04-24-2014