

U.S. DEPARTMENT OF COMMERCE

## Performance Progress Report

**2. Award or Grant Number**

70-50-M09073

**4. Report Date (MM/DD/YYYY)**

01-23-2014

**1. Recipient Name**

CNMI Department of Commerce

**6. Reporting Period End Date:**

12-31-2013

**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	1,040,322	86%
2	N/A				
3	N/A				
4	N/A				
5	N/A				
6	N/A				
			\$1,216,116	\$1,040,322	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.**

CNMI is in the planning phase which includes hiring around 10 to 13 staff as enumerators, GIS specialists, and data entry clerks. The planned hiring of additional staff will support the data collection for the household and anchor institution surveys on their usage and connectivity to broadband services for the April 1, 2014 data submission due date.

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			New to Project	
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><b>11b. Describe any challenges encountered with vendors or subrecipients.</b></p> <p>None. CNMI had an excellent working relationship with One Global Economy and its sub contractors.</p>									

<b>12. Budget worksheet</b>						
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.						
<b>Project Budget Element</b>	<b>Federal Funds Awarded</b>	<b>Approved Matching Funds</b>	<b>Total Budget</b>	<b>Federal Funds Expended</b>	<b>Approved Matching Funds Expended</b>	<b>Total Funds Expended</b>
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	\$0	\$0	\$0
<b>Subcontracts Total</b>	\$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
<b>Total Direct Costs</b>	\$1,216,116	\$0	\$1,216,116	\$1,040,322	\$0	\$1,040,322
<b>Total Indirect Costs</b>	\$0	\$54,029	\$54,029	\$0	\$72,710	\$72,710
<b>Total Costs</b>	\$1,216,116	\$54,029	\$1,270,145	\$1,040,322	\$72,710	\$1,113,032
<b>% of Total</b>	96	4	100	93	7	100
<b>13. Hardware / Software</b>						
13a. List any hardware/software purchased during this reporting period.						
No hw/sw purchased this reporting period as local allotment is being processed to reflect the new approved budget modification.						
13b. <b>Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.</b>						
Below is the list of software/hardware needed to continue the data collection efforts. They have not been purchased until the completion of CNMI's local budget reprogramming process. It is anticipated that such will be completed before the end of January 2014 which will allow CNMI to commence purchasing of the below hardware/software.						
ArcGIS License (software) ArcGIS Stand Alone (Software) GIS Desktop Systems Anti-Virus for GIS Server Data Entry Systems Printing Materials/Photocopying GPS Hardware Units						
<b>14. SBI PPR Project Attachment (Skip question 14b if Data Collection is your only project).</b>						

- 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)

01-27-2014