| U.S. DEPARTMENT OF COMMERCE | 2. Award Or Grant Number |
| --- | --- |
| | 38-50-M09050 |
| **Performance Progress Report** | 4. Report Date (MM/DD/YYYY) |
| | 10-25-2010 |

| 1. Recipient Name | 6. Designated Entity On Behalf Of: |
| --- | --- |
| State of North Dakota, Information Technology Department | NA |

| 3. Street Address | 8. Final Report? | 9. Report Frequency |
| --- | --- | --- |
| 600 East Boulevard Avenue, | ◯ Yes <br> ◉ No | ◉ Quarterly <br> ◯ Semi Annual <br> ◯ Annual <br> ◯ Final |
| **5. City, State, Zip Code** <br> Bismarck, ND 58505-0100 | | |

| 7. Project / Grant Period Start Date: (MM/DD/YYYY) | 7a. End Date: (MM/DD/YYYY) | 8. Reporting Period End Date: (MM/DD/YYYY) | 9a. If Other, please describe: |
| --- | --- | --- | --- |
| 12-20-2009 | 12-19-2014 | 09-30-2010 | NA |

## 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 |
| --- | --- | --- | --- | --- | --- |
| 43 | 43 | 37 | 35 | 14 | 41 |

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

Most providers gave us some form of data, either with or without a NDA. Our biggest challenges were the variety of formats of the data and the level of detail provided. Most providers started with 477 level data (census tract). The NOFA requires us to drop lower to census block level. While some providers were able to provide that level of detailed information, we were forced to use engineering models to map some of the providers' coverage. After reviewing the map of that information, several providers now wish to amend their data submission. We have started a project that will allow them to do that, we will update the state map, and the data will be included in the spring NTIA submission.

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

The state performed a number of activities such as using the state's extensive WAN data, wireless tests driving over 4000 miles across the state using multiple mobile devices, engineering models and commercial datasets. We also are keeping the speed test site open.

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

We will continue to use the processes described above in 10e as verification information. Each data layer provides information that gives us a confidence factor in the provider data.

10g. Have you initiated verification activities? ◉ Yes  ◯ No

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

The data in the September submission to the NTIA was verified. As each provider gives us updated information, the verification process will be applied to the new data.

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?

0.4 FTE State Jobs  & 4.18 FTEs Non-State Jobs for a total of 4.58 FTEs were retained over the 3rd quarter.

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

N/A

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

We anticipate staffing to remain steady through March of 2011. After that, it will depend upon the individual projects. The program is currently mapping out the next 18 month's projects.

10n. Staffing Table

| Job Title | FTE % | Date of Hire |
|---|---|---|
| State Project Manager | 38 | 01/20/2010 |
| State Administration | 2 | 01/20/2010 |
| Vendor Project Manager | 49 | 01/20/2010 |
| Vendor GIS Analyst | 100 | 01/20/2010 |
| Vendor GIS Analyst | 100 | 01/20/2010 |
| Vendor GIS Analyst | 100 | 01/20/2010 |
| Vendor GIS Analyst | 54 | 01/20/2010 |
| Vendor Administrative Support | 15 | 01/20/2010 |

| Add Row | Remove Row |
|---|---|

## 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 |
|---|---|---|---|---|---|---|---|
| Tetra Tech, Inc. | Perform most mapping activities | Y | Y | 01/20/2010 | 12/31/2011 | $782,951 | $0 |

| Add Row | Remove Row |
|---|---|

## Funding

10p. How much Federal funding has been expended as of the end of the last quarter?  $406,710      10q. How much Remains?  $3,258,127

10r. How much matching funds have been expended as of the end of last quarter?  $194,189      10s. How much Remains?  $789,138

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 | $506,405 | $40,131 | $546,536 | $20,580 | $0 | $20,580 |
| Personnel Fringe Benefits | $217,031 | $17,199 | $234,230 | $6,514 | $0 | $6,514 |
| Travel | $146,012 | $0 | $146,012 | $354 | $0 | $354 |
| Equipment | $32,192 | $0 | $32,192 | $0 | $0 | $0 |
| Materials / Supplies | $1,502 | $0 | $1,502 | $63 | $0 | $63 |
| Subcontracts Total | $2,257,353 | $0 | $2,257,353 | $473,455 | $0 | $473,455 |
| Subcontract #1 | $2,257,353 | $0 | $2,257,353 | $473,455 | $0 | $473,455 |
| 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 | $317,949 | $925,997 | $1,243,946 | $8,100 | $179,991 | $188,091 |
| Total Direct Costs | $3,478,443 | $983,327 | $4,461,770 | $509,066 | $179,991 | $689,057 |
| Total Indirect Costs | $186,394 | $0 | $186,394 | $0 | $0 | $0 |
| Total Costs | $3,664,837 | $983,327 | $4,648,164 | $509,066 | $179,991 | $689,057 |
| % Of Total | 79 | 21 | 100 | 74 | 26 | 100 |

**Hardware / Software**

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

10v. If yes, please list

Final approval for the custom map application has completed.

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

Some funds may still be expended to enhance and improve the custom map application. Some desktop equipment may yet be purchased as we bring the full time program director on board. Now that the application is on the state infrastructure, storage costs will begin to apply.

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

10y. If yes, please list

The vendor developed the main data sets and purchased  and the state completed the Fall submission.

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

10aa. If yes, please list

As noted above, the project team is currently working on planning out the next 18 months projects. The only active project is the provider data cleanup for the ND map.

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

Our biggest challenge has been that since ND has a strong rural telco industry, not all of the providers had the data readily available. After the first look at the map, there was clearly missing data. We are working with the providers to come up with a better way to gather coverage data.

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

In merging the two rounds of grant funding some moneys were mixed and matched. For example, in the original grant the project and program management were combined, but in the amended grant, we had split those roles out. So we split the original grant funding between the two line items. However, the funds did not change categories (i.e. salaries stayed as salaries). The only funds that change categories was the $26,000 we moved from the App Development line (salaries and benefits) to the contractor line as we are having the vendor work with the providers for the extra data updates. We have included an additional tab in the submitted Excel worksheet that has the breakout of our budget that we will be tracking. Feel free to contact Dirk Huggett with any questions regarding this.

## 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

No effort has been made on the planning project. This area is included in the current program planning process.

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

NA

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

NA

## 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

| Planning Budget Element | Federal Funds Granted | Proposed In-Kind | Total Budget | Federal Funds Expended | Matching Funds Expended | Total Funds Expended |
|---|---|---|---|---|---|---|
| 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?

All info above

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

All info above

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

All info above

| 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<br><br>Lisa M Feldner | 12c. Telephone<br>(area code, number, and extension)<br><br>(701) 328-3190 |
| Chief Information Officer | 12d. Email Address<br><br>lfeldner@nd.gov |
| 12b. Signature of Authorized Certifying Official<br><br>Submitted Electronically | 12e. Date Report Submitted<br>(Month, Day, Year)<br><br>10-29-2010 |

<div align="right">
Performance Progress Report<br>
OMB Approval Number: 0660-0034<br>
Expiration Date: 08/31/2010
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