

U.S. DEPARTMENT OF COMMERCE

## Performance Progress Report

**2. Award or Grant Number**

24-50-M09019

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

10-25-2012

**1. Recipient Name**

Maryland Broadband Cooperative, Inc.

**6. Reporting Period End Date:**

09-30-2012

**3. Street Address**

212 West Main Street, Suite 304,

**5. City, State, Zip Code**

Salisbury, MD 21801

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

11-01-2009

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

10-31-2014

**8. Designated Entity on Behalf of:**

Maryland

**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	Maryland Broadband Mapping Initiative	3,780,653	2,307,707	61
2	Capacity Building	Regional Capacity Building	975,115		0
3	N/A				0
4	N/A				0
5	N/A				0

**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.**

After significant delays resulting from difficulties caused by negotiations with the State of Maryland's Department of Information Technology (DoIT), the Capacity Building project is now moving forward and has initiated the staff hiring process at Salisbury University. We are very gratified to be moving forward and hope to have all Capacity Building staff hired and in place by the end of the year or early 2013 at latest. Because of the project focus of leveraging all of the excellent work established through the Planning Teams, we fully expect to meet all of the Capacity Building project goals even though we have an abbreviated schedule in which to do it.

**10b. Staffing Table**

Job Title	FTE %	Project(s) Assigned	Change
Project Manager	50	Data Collection, Capacity Building	No Change

Finance	5	Data Collection, Capacity Building	No Change
---------	---	------------------------------------	-----------

**11. Subcontracts (Vendors and Subrecipients)**

11a. Subcontracts Table - Include all subcontractors. The totals from this table equal the "Subcontractor Total" for the Program Budget Worksheet (Q. 12, Column 2, 3, and 4)

Name	Subcontract Purpose	Type (Vendor/Subrec)	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)	
Salisbury University	Data Collection	Subrecipient	No	Yes	11/01/2009	10/31/2014	1,197,254	0	Data Collection	30
Salisbury University	Capacity Building	Subrecipient	No	Yes	11/19/2010	10/31/2014	923,916	0	Capacity Buildi	23
Towson University	Data Collection	Subrecipient	No	Yes	11/01/2009	10/31/2014	1,444,606	0	Data Collection	36
TCC Lower Eastern Shore	Data Collection	Subrecipient	No	Yes	11/01/2009	10/30/2012	94,869	0	Data Collection	200%
TCC MidShore	Data Collection	Subrecipient	No	Yes	11/01/2009	10/30/2012	113,069	0	Data Collection	300%
TCC Southern MD	Data Collection	Subrecipient	No	Yes	11/01/2009	10/30/2012	87,311	0	Data Collection	200%
TCC Western MD	Data Collection	Subrecipient	No	Yes	11/01/2009	10/30/2012	71,603	0	Data Collection	200%
MD DoIT	Capacity Building	Subrecipient	No	No	09/28/2010	10/31/2014	51,209	0	Capacity Buildi	200%
BEACON	Data Collection	Subrecipient	No	No	11/01/2009	10/30/2012	8,251	0	Data Collection	0%

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

This project has benefited greatly from extraordinary partnerships with our sub-recipients, many of whom have adopted a visible mission-driven commitment to project success. The only difficulty I would note is that one or two sub-recipients have required a higher level of project management monitoring and hand-holding than anticipated.

**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	\$222,714	\$74,000	\$296,714	\$182,746	\$13,063	\$195,809
Personnel Fringe Benefits	\$89,086	\$22,521	\$111,607	\$72,698	\$4,290	\$76,988
Travel	\$17,619	\$0	\$17,619	\$11,732	\$0	\$11,732
Equipment	\$70,000	\$115,811	\$185,811	\$16,204	\$70,811	\$87,015
Materials / Supplies	\$20,847	\$0	\$20,847	\$9,939	\$0	\$9,939
Subcontracts Total	\$3,992,088	\$0	\$3,992,088	\$1,942,988	\$0	\$1,942,988
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$343,414	\$980,834	\$1,324,248	\$71,400	\$603,556	\$674,956
<b>Total Direct Costs</b>	\$4,755,768	\$1,193,166	\$5,948,934	\$2,307,707	\$691,720	\$2,999,427
<b>Total Indirect Costs</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Costs</b>	\$4,755,768	\$1,193,166	\$5,948,934	\$2,307,707	\$691,720	\$2,999,427
<b>% of Total</b>	80	20	100	77	23	100
<b>13. Hardware / Software</b>						
13a. List any hardware/software purchased during this reporting period.						
Acquired an iPad to support Capacity Building and Grant coordination.						
13b. Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.						
We have yet to purchase the servers, licenses or additional storage, because the project schedule does not call for their acquisition as yet.						
<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.						
<b>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</b>						

**set forth in the award documents.**

15a. Typed or Printed Name and Title of Authorized Certifying Official  Andrew Van Dopp	15c. Telephone (area code, number, and extension)  410-341-6322
15b. Signature of Authorized Certifying Official  Submitted Electronically	15d. Email Address  dvandopp@mdbc.us  15e. Date Report Submitted (MM/DD/YYYY)  12-07-2012