

U.S. DEPARTMENT OF COMMERCE

## Performance Progress Report

**2. Award or Grant Number**

35-50-M09036

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

01-22-2013

**1. Recipient Name**

State of New Mexico, Department of Information Technology

**6. Reporting Period End Date:**

12-31-2012

**3. Street Address**

715 Alta Vista,

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

Santa Fe, NM 87505

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

01-01-2010

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

12-31-2014

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

NTIA

**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	Capacity Building	Capacity Building	607,219	251,419	41%
2	Data Collection	Data Collection	3,094,533	969,674	31%
3	Other	Planning	500,000	123,527	25%
4	Technical Assistance	Technical Assistance	560,535	232,696	42%
5	N/A	N/A	0	0	
6	N/A	N /A	0	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.**

In 2013 quarter-one the NM DoIT plans to hire one full-time-equivalent staff to provide administrative office support for the grant. This position will not require a budget adjustment to the grant. The position will perform administrative and procurement duties. Currently an internal resource is performing the grant reporting function as part of the match. This may change in 2013 quarter-one if the change to the match portion of the grant is approved. The internal resource staff will transfer to other assigned duties not related to the grant and a second position, a Financial Coordinator will need to be hired to perform the grant reporting function.

10b. Staffing Table									
Job Title				FTE %	Project(s) Assigned		Change		
DoIT / Grant Broadband Program Manager - Gar Clarke				13	Capacity Building		No Change		
DoIT / Grant Broadband Program Manager - Gar Clarke				65	Data Collection		No Change		
DoIT / Grant Broadband Program Manager - Gar Clarke				10	Other - Planning		No Change		
DoIT / Grant Broadband Program Manager - Gar Clarke				12	Technical Assistance		No Change		
DoIT / Primary Grant Reporting - Mary Wanda Anaya				10	Capacity Building		No Change		
DoIT / Primary Grant Reporting - Mary Wanda Anaya				49	Data Collection		No Change		
DoIT / Primary Grant Reporting - Mary Wanda Anaya				7	Other - Planning		No Change		
DoIT / Primary Grant Reporting - Mary Wanda Anaya				9	Technical Assistance		No Change		
DoIT / Executive Review / Cabinet Secretary - Darryl Ackley				5	Data Collection		No Change		
DoIT / Quality Assurance - Michelle Schneider				15	Data Collection		No Change		
DoIT / Oversight Consultant - Mike Baca				10	Data Collection		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)	
University of New Mexico - Earth Data and Analysis Center	Capacity Building	No	Yes	05/14/2010	12/31/2014	261,875	0	Capacity Building	12
University of New Mexico - Earth Data and Analysis Center	Data Collection	No	Yes	05/14/2010	12/31/2014	1,707,510	0	Data Collection	80
University of New Mexico - Earth Data and Analysis Center	Technical Assistance	No	Yes	05/14/2010	12/31/2014	163,231	0	Technical Assistance	8
Design Nine, Inc.	Other	No	Yes	05/27/2010	12/31/2011	28,000	80,000	Other - Planning	100
University of New Mexico - Continuing Education	Data Collection	No	Yes	05/14/2011	12/31/2012	324,934	0	Data Collection	87

University of New Mexico - Continuing Education	Other	No	Yes	05/14/2011	12/31/2012	49,975	0	Other - Planning	13
CIRRUS Consulting	Technical Assistance	No	Yes	12/31/2011	07/07/2012	42,500	0	Technical Assistance	100
IGIS Technologies	Technical Assistance	No	Yes	12/20/2011	06/30/2012	77,840	0	Technical Assistance	100
Environmental Systems Research Institute	Data Collection	No	Yes	06/30/2010	06/30/2010	26,685	0	Data Collection	100
Columbia Telecommunications Corporation (CTC)	Capacity Building	No	Yes	04/26/2012	12/30/2012	50,000	0	Capacity Building	100
Oberlander	Capacity Building	No	Yes	06/07/2012	06/30/2012	24,000	0	Capacity Building	100
New Mexico First	Capacity Building	No	No	01/01/2010	12/31/2014	50,000	0	Capacity Building	100
Columbia Telecommunications Corporation (CTC)	Capacity Building	No	No	01/01/2010	12/31/2014	100,000	0	Capacity Building	100
Redfish / STM	Data Collection	No	No	01/01/2010	12/31/2014	27,582	0	Data Collection	100
University of New Mexico - Earth Data and Analysis Center	Data Collection	No	No	01/01/2010	12/31/2014	56,196	0	Data Collection	100
Environmental Systems Research Institute	Data Collection	No	No	01/01/2010	12/31/2014	24,000	0	Data Collection	100
(TBD)	Data Collection	No	No	01/01/2010	12/31/2014	30,000	0	Data Collection	100
ESS	Other	No	No	01/01/2010	12/31/2014	48,017	0	Other - Planning	100
NMTHA	Other	No	No	01/01/2010	12/31/2014	48,017	0	Other - Planning	100
TechNet	Other	No	No	01/01/2010	12/31/2014	48,018	0	Other - Planning	100
Native Contractor	Other	No	No	01/01/2010	12/31/2014	80,000	0	Other - Planning	100
Columbia Telecommunications Corporation (CTC)	Technical Assistance	No	No	01/01/2010	12/31/2014	149,000	0	Technical Assistance	100

CIRRUS	Other	No	No	10/05/2012	06/30/2013	49,445	0	Other - PLanning	100	
					Add Row	Remove Row				
<p><b>11b. Describe any challenges encountered with vendors or subrecipients.</b></p> <p>No challenges to report</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	\$574,800	\$847,886	\$1,422,686	\$246,463	\$294,257	\$540,720
Personnel Fringe Benefits	\$269,430	\$279,802	\$549,232	\$82,130	\$0	\$82,130
Travel	\$85,200	\$6,996	\$92,196	\$11,913	\$7,605	\$19,518
Equipment	\$11,163	\$0	\$11,163	\$0	\$0	\$0
Materials / Supplies	\$283,519	\$0	\$283,519	\$71,342	\$0	\$71,342
Subcontracts Total	\$3,466,825	\$80,000	\$3,546,825	\$1,126,357	\$80,000	\$1,206,357
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$71,350	\$117,860	\$189,210	\$39,111	\$14,726	\$53,837
Total Direct Costs	\$4,762,287	\$1,332,544	\$6,094,831	\$1,577,316	\$396,588	\$1,973,904
Total Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs	\$4,762,287	\$1,332,544	\$6,094,831	\$1,577,316	\$396,588	\$1,973,904
% of Total	78	22	100	80	20	100

  

13. Hardware / Software
<p>13a. List any hardware/software purchased during this reporting period.</p> <p>Annual License for IT Software - CSTL Speed Testing Fifteen - Laptops for the Train the Trainer Program</p>
<p>13b. Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.</p> <p>One Laptop for the Quality Assurance staff.</p>

  

14. SBI PPR Project Attachment (Skip question 14b if Data Collection is your only project).
<p>14a. Complete a SBI PPR Project Data Collection Attachment and attach it to the PPR.</p> <p>14b. Complete a SBI PPR Attachment for each additional funded project and attach it to the PPR.</p>

**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

Mary Anaya

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

505-476-1892

15d. Email Address

Mary.Anaya@state.nm.us

15b. Signature of Authorized Certifying Official

Submitted Electronically

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

02-25-2013