

U.S. DEPARTMENT OF COMMERCE

## Performance Progress Report

**2. Award or Grant Number**

37-50-M09002N

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

01-07-2013

**1. Recipient Name**

North Carolina Department of Commerce

**6. Reporting Period End Date:**

12-31-2012

**3. Street Address**

301 N. Wilmington St., 4301 Mail Service Center,

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

Raleigh, NC 27601

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

10-01-2009

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

10-01-2014

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

n/a

**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 & Mapping Program	1,468,342	191,057	13%
2	Capacity Building	State Capacity Building Program	775,065	226,885	29%
3	Technical Assistance	Technical Assistance Program	1,629,261	341,096	21%
4	Ownership and Adoption	NC Lite Up Project	173,291	1,783	1%
5	Address File	Address File Improvement Project	0	0	
6	N/A				

**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 is fully staffed.

10b. Staffing Table										
Job Title			FTE %	Project(s) Assigned			Change			
Director, NC Broadband			75	State Capacity Building			No Change			
Director, NC Broadband			25	Data Collection & Mapping			No Change			
Senior Director, Research and Development			75	State Capacity Building			No Change			
Senior Director, Research and Development			25	Data Collection & Mapping			No Change			
Data Administrator/GIS Specialist			100	Data Collection & Mapping			No Change			
Research Associate I			50	Technical Assistance			No Change			
Research Associate I			25	State Capacity Building			No Change			
Research Associate I			25	Data Collection & Mapping			No Change			
Research Associate II			50	Technical Assistance			No Change			
Research Associate II			25	State Capacity Building			No Change			
Research Associate II			25	Data Collection & Mapping			No Change			
Senior Technical Assistance Director			63	Technical Assistance			No Change			
Technical Assistance Director (West)			63	Technical Assistance			No Change			
Technical Assistance Director (East)			63	Technical Assistance			No Change			
Accountant			33	Technical Assistance			No Change			
Accountant			33	Data Collection & Mapping			No Change			
Accountant			33	State Capacity Building			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 North Carolina Greensboro	Data Collection	No	Yes	01/01/2012	09/30/2014	140,000	66,541	Data Collection	100	

Topsail Technologies (Database)	Data Collection	Yes	Yes	01/01/2012	09/30/2014	88,000	67,800	Data Collection	100
Michael Baker Jr. Inc	Data Collection	Yes	Yes	01/01/2012	09/30/2014	130,000	64,415	Data Collection	100
Strategic Network Group	Technical Assistance	Yes	Yes	06/01/2012	04/30/2013	123,000	0	Technical Assistance	100
NC Center for Geographic Information and Analysis	Address File	No	Yes	01/01/2012	09/30/2013	0	356,271	Address File	100
Topsail Technologies (Website)	Technical Assistance	Yes	Yes	01/01/2012	09/30/2014	48,000	7,260	Technical Assistance	100
Telecommunications Specialist (Richard Kelly)	Technical Assistance	No	Yes	02/01/2012	01/31/2013	0	38,803	Technical Assistance	100
MCNC	Data Collection	Yes	Yes	01/01/2012	09/30/2014	28,000	12,024	Data Collection	100
East Carolina University (Research Support)	Data Collection	No	Yes	01/01/2012	09/30/2014	10,668	8,890	Data Collection	100
East Carolina University (Citizen Survey)	Capacity Building	No	Yes	01/01/2012	06/30/2014	32,871	9,794	Capacity Building	100
Telecommunications Specialist (Brian Rathbone)	Technical Assistance	No	Yes	01/01/2013	12/31/2013	99,000	0	Technical Assistance	100
TBD - Ground Truthing	Data Collection	No	No	09/30/2014	09/30/2014	330,000	0	Data Collection	100
TBD - Analysis of Unserved Areas	Data Collection	No	No	09/30/2014	09/30/2014	60,000	0	Data Collection	100
TBD - Broadband Utilization	Technical Assistance	No	No	09/30/2014	09/30/2014	100,000	0	Technical Assistance	100
TBD - Assessment/Best Practices	Technical Assistance	No	No	09/30/2014	09/30/2014	50,000	0	Technical Assistance	100
Edward Feser, Facilitator, Economic Impact	Technical Assistance	No	Yes	10/01/2012	03/31/2013	6,000	0	Technical Assistance	100
John Horrigan, Facilitator, Economic Impact	Technical Assistance	No	Yes	10/01/2012	03/31/2013	6,000	0	Technical Assistance	100
William Lehr, Facilitator, Economic Impact	Technical Assistance	No	Yes	10/01/2012	03/31/2013	6,000	0	Technical Assistance	100
Jane Patterson, Facilitator, Economic Impact	Technical Assistance	No	Yes	10/01/2012	03/31/2013	6,000	0	Technical Assistance	100

TBD - Economic Impact	Technical Assistance	No	No	09/30/2014	09/30/2014	41,000	0	Technical Assistance	100
TBD - Strategic Networks Group extension	Technical Assistance	No	No	09/30/2014	09/30/2014	123,000	0	Technical Assistance	100
Rutherford County - LITE-UP Help Desk	Ownership and Adopti	No	Yes	12/21/2012	07/31/2013	32,360	0	Ownership and Adop	100
East Carolina University (LITE-UP Evaluation)	Ownership and Adopti	No	Yes	12/17/2012	09/30/2014	11,760	0	Ownership and Adop	100
TBD - Telecommunications Specialist extension	Technical Assistance	No	No	09/30/2014	09/30/2014	127,197	0	Technical Assistance	100
TBD - NC LITE-UP	Ownership and Adopti	No	No	09/30/2014	09/30/2014	23,680	0	Ownership and Adop	100

Add Row

Remove Row

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

None that have not been previously described.

<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>
<b>Personnel Salaries</b>	\$1,235,678	\$229,060	\$1,464,738	\$485,680	\$92,952	\$578,632
<b>Personnel Fringe Benefits</b>	\$356,320	\$59,763	\$416,083	\$134,663	\$32,450	\$167,113
<b>Travel</b>	\$193,000	\$0	\$193,000	\$32,387	\$0	\$32,387
<b>Equipment</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Materials / Supplies</b>	\$32,794	\$0	\$32,794	\$5,740	\$0	\$5,740
<b>Subcontracts Total</b>	\$1,622,536	\$631,798	\$2,254,334	\$15,051	\$229,785	\$244,836
<b>Construction</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other</b>	\$417,041	\$60,565	\$477,606	\$23,434	\$17,670	\$41,104
<b>Total Direct Costs</b>	\$3,857,369	\$981,186	\$4,838,555	\$696,955	\$372,857	\$1,069,812
<b>Total Indirect Costs</b>	\$188,590	\$0	\$188,590	\$63,864	\$0	\$63,864
<b>Total Costs</b>	\$4,045,959	\$981,186	\$5,027,145	\$760,819	\$372,857	\$1,133,676
<b>% of Total</b>	80	20	100	67	33	100
<b>13. Hardware / Software</b>						
13a. List any hardware/software purchased during this reporting period.						
None						
13b. Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.						
N/A						
<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

Angie Bailey

Director

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

919-715-0793

15d. Email Address

abailey@ncommerce.com

15b. Signature of Authorized Certifying Official

Submitted Electronically

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

01-30-2013