

U.S. DEPARTMENT OF COMMERCE

## Performance Progress Report

**2. Award or Grant Number**

53-50-M09018N

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

04-22-2013

**1. Recipient Name**

Washington State Department of Commerce

**6. Reporting Period End Date:**

03-31-2013

**3. Street Address**

1011 Plum Street SE,

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

Olympia, WA 98504

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

11-01-2009

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

10-30-2014

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

Washington

**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	Mapping (150)	2,038,651	954,469	47%
2	Capacity Building	Planning (250)	1,468,883	471,283	32%
3	Planning Teams	LTPT (350)	600,000	17,423	3%
4	Application Usage and Development	Apps Contest (450)	1,200,000	285,499	24%
5	N/A				
6	N/A				
			\$5,307,534	\$1,728,674	33%

**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.**

N/A

10b. Staffing Table			
Job Title	FTE %	Project(s) Assigned	Change
Broadband Policy and Program Director	100	Capacity Building	No Change
Administrative Assistant	100	Capacity Building	No Change
Communications Consultant	100	Capacity Building	No Change
Contest Project Manager	100	Apps Usage & Dev	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)	
Sanborn Map Co.	Data Collection	Yes	Yes	10/01/2011	12/28/2011	343,651	0	Mapping (150)	100
Sanborn Map Co.	Data Collection	Yes	Yes	12/29/2011	10/30/2014	1,695,000	0	Mapping (150)	93
Sanborn Map Co.	Capacity Building	Yes	Yes	12/29/2011	10/30/2014	130,000	0	Planning (250)	7
Various <\$25K	Capacity Building	No	Yes	10/01/2011	10/30/2014	50,000	0	Planning (250)	100
TBD	Capacity Building	No	No	10/01/2011	10/30/2014	5,885	0	Planning (250)	100
Yakima Interfaith Coalition	Planning Teams	Yes	Yes	07/01/2012	06/30/2013	56,000	14,000	LTPT (250)	100
Port of Clarkston	Planning Teams	Yes	Yes	07/01/2012	06/30/2013	42,048	10,512	LTPT (350)	100
Cowlitz Wahkiakum COG's	Planning Teams	Yes	Yes	07/01/2012	06/30/2013	84,000	21,000	LTPT (350)	100
MCEDD	Planning Teams	Yes	Yes	07/01/2012	06/30/2013	70,000	17,500	LTPT (350)	100
Tri-County EDD	Planning Teams	Yes	Yes	07/01/2012	06/30/2013	45,676	11,419	LTPT (350)	100
Sub-Grantees 2013 (TBD)	Planning Teams	No	No	07/01/2013	06/30/2014	302,276	75,569	LTPT (350)	100

Technology Alliance	Application Usage and	Yes	Yes	12/13/2012	09/30/2013	500,000	99,700	Apps Con (450)	100
Various (<\$25K)	Application Usage and	No	Yes	10/01/2011	10/30/2014	47,640	0	Apps Con (450)	100
TBD	Application Usage and	No	No	10/01/2011	10/30/2014	652,360	194,392	Apps Con (450)	100

Add Row

Remove Row

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

None this quarter.

<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>	\$598,810	\$522,234	\$1,121,044	\$241,557	\$25,587	\$267,144
<b>Personnel Fringe Benefits</b>	\$163,565	\$113,933	\$277,498	\$78,949	\$8,295	\$87,244
<b>Travel</b>	\$70,812	\$3,191	\$74,003	\$8,843	\$15	\$8,858
<b>Equipment</b>	\$2,119	\$0	\$2,119	\$273	\$137	\$410
<b>Materials / Supplies</b>	\$40,479	\$0	\$40,479	\$3,734	\$672	\$4,406
<b>Subcontracts Total</b>	\$4,024,536	\$444,092	\$4,468,628	\$1,148,006	\$598,677	\$1,746,683
<b>Construction</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other</b>	\$128,727	\$209,656	\$338,383	\$110,418	\$352	\$110,770
<b>Total Direct Costs</b>	\$5,029,048	\$1,293,106	\$6,322,154	\$1,591,780	\$633,735	\$2,225,515
<b>Total Indirect Costs</b>	\$278,486	\$0	\$278,486	\$136,894	\$13,020	\$149,914
<b>Total Costs</b>	\$5,307,534	\$1,293,106	\$6,600,640	\$1,728,674	\$646,755	\$2,375,429
<b>% of Total</b>	80	20	100	73	27	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.						
The application for 53-50M09018N describes an additional computer purchase when the oldest of our current machines reaches end of life. We anticipate delivery of that equipment in Q2.						
<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

Wilford Saunders

Broadband Program Manager

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

360-902-2983

15d. Email Address

wilford.saunders@commerce.wa.gov

15b. Signature of Authorized Certifying Official

Submitted Electronically

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

05-28-2013