

U.S. DEPARTMENT OF COMMERCE

## Performance Progress Report

**2. Award or Grant Number**

53-50-M09018N

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

04-28-2014

**1. Recipient Name**

Washington State Department of Commerce

**6. Reporting Period End Date:**

03-31-2014

**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:**

State 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	1,417,100	70%
2	Capacity Building	Planning (250)	1,468,883	1,006,116	68%
3	Planning Teams	Local Tech Teams (350)	600,000	292,798	49%
4	Application Usage and Development	Apps Contest (450)	1,200,000	752,352	63%
5	N/A	N/A	0	0	
6	N/A	N/A	0	0	
			\$5,307,534	\$3,468,366	65%

**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.**

As of 3/30/2014 the project was fully staffed. It is likely that staff will depart as the project end date approaches; our contingency plan is to backfill with borrowed or temporary assignments. No timeline effects are anticipated.

10b. Staffing Table									
Job Title				FTE %	Project(s) Assigned			Change	
Broadband and ICT Policy and Programs Manager				100	Capacity Building			No Change	
Administrative Assistant				100	Capacity Building			No Change	
Communications Consultant				100	Capacity Building			No Change	
Contest Project Manager				100	Apps Contest			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 Mapping Co.	Data Collection	Yes	Yes	10/01/2011	12/28/2011	343,651	0	Mapping (150)	100
Sanborn Mapping Co.	Data Collection	Yes	Yes	12/29/2011	10/30/2014	1,695,000	0	Mapping (150)	100
Sanborn Mapping Co.	Capacity Building	Yes	Yes	12/29/2011	10/30/2014	130,000	0	Planning (250)	100
Various < \$25K	Capacity Building	No	Yes	10/01/2011	10/30/2014	50,000	0	Planning (250)	100
Yakima Interfaith Coalition	Planning Teams	Yes	Yes	07/01/2012	06/30/2013	47,419	12,000	LTPT (350)	100
Port of Clarkston	Planning Teams	Yes	Yes	07/01/2012	06/30/2013	44,952	10,512	LTPT (350)	100
Cowlitz Wahkiakum COG	Planning Teams	Yes	Yes	07/01/2012	06/30/2013	72,000	21,000	LTPT (350)	100
MCEDD	Planning Teams	Yes	Yes	07/01/2012	09/30/2013	69,600	17,500	LTPT (350)	100
Tri-County EDD	Planning Teams	Yes	Yes	07/01/2012	06/30/2013	48,224	11,419	LTPT (350)	100
Washington State University	Planning Teams	Yes	Yes	07/01/2013	06/30/2014	56,000	14,000	LTPT (350)	100
Lincoln County	Planning Teams	Yes	Yes	07/01/2013	06/30/2014	26,880	6,720	LTPT (350)	100

Affiliated Tribes of NW Indians	Planning Teams	Yes	Yes	07/01/2013	06/30/2014	94,000	23,500	LTPT (350)	100
Walla Walla Valley Chamber	Planning Teams	Yes	Yes	07/01/2013	06/30/2014	64,000	16,000	LTPT (350)	100
MCEDD	Planning Teams	Yes	Yes	07/01/2013	06/30/2014	60,000	15,000	LTPT (350)	100
Yakima Interfaith Coalition	Planning Teams	Yes	Yes	10/01/2013	06/30/2014	16,500	4,125	LTPT (350)	100
Technology Alliance	Application Usage and	Yes	Yes	12/13/2012	10/30/2014	1,000,000	199,700	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	04/01/2014	10/30/2014	152,360	92,616	Apps Con (450)	100
TBD	Planning Teams	No	No	04/01/2014	10/30/2014	425	0	LTPT (350)	100
TBD	Capacity Building	No	No	10/01/2011	10/30/2014	5,885	0	Planning (250)	100

Add Row

Remove Row

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

No change since previous report

<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	\$484,348	\$32,738	\$517,086
<b>Personnel Fringe Benefits</b>	\$163,565	\$113,933	\$277,498	\$170,011	\$9,762	\$179,773
<b>Travel</b>	\$70,812	\$3,191	\$74,003	\$17,805	\$15	\$17,820
<b>Equipment</b>	\$2,119	\$0	\$2,119	\$2,394	\$0	\$2,394
<b>Materials / Supplies</b>	\$40,479	\$0	\$40,479	\$7,391	\$1,075	\$8,466
<b>Subcontracts Total</b>	\$4,024,536	\$444,092	\$4,468,628	\$2,313,500	\$1,112,305	\$3,425,805
<b>Construction</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other</b>	\$128,727	\$209,656	\$338,383	\$211,187	\$123,102	\$334,289
<b>Total Direct Costs</b>	\$5,029,048	\$1,293,106	\$6,322,154	\$3,206,636	\$1,278,997	\$4,485,633
<b>Total Indirect Costs</b>	\$278,486	\$0	\$278,486	\$261,728	\$13,765	\$275,493
<b>Total Costs</b>	\$5,307,534	\$1,293,106	\$6,600,640	\$3,468,364	\$1,292,762	\$4,761,126
<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.						
No change from previous period.						
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

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)

05-23-2014