

**U.S. DEPARTMENT OF COMMERCE**

**Performance Progress Report**

2. Award Or Grant Number

56-50-M09016

4. Report Date (MM/DD/YYYY)

10-31-2011

1. Recipient Name

EdLab Group Foundation

6. Designated Entity On Behalf Of:

Wyoming

3. Street Address

19020 33rd Avenue West, Suite 210,

8. Final Report?

Yes  
 No

9. Report Frequency

Quarterly  
 Semi Annual  
 Annual  
 Final

5. City, State, Zip Code

Lynwood, WA 98036-4754

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

11-01-2009

7a. End Date: (MM/DD/YYYY)

10-30-2014

7b. Reporting Period End Date:

09-30-2011

9a. If Other, please describe:

Quarterly

**10. Broadband Mapping**

10a. Provider Table

Number of Providers Identified	Number of Providers Contacted	Number of Agreements Reached for Data Sharing	Number of Partial Data Sets Received	Number of Complete Data Sets	Number of Data Sets Verified
0	0	0	0	0	0

10b. Are you submitting the required PROVIDER DATA by using the Excel spreadsheet provided by the SBDD grants office?  Yes  No

10c. Have you encountered challenges with any providers that indicate they may refuse to participate in this project?  Yes  No

10d. If so, describe the discussions to date with each of these providers and the current status

The LinkWYOMING team completed the 4th round of data collection in Q3. The data was processed and prepared for submission to National Telecommunications and Information Administration (NTIA) on October 1, 2011.

The following providers have officially declined to participate in the program, but we continue to reach out to these providers each round. If we can estimate their coverage using 3rd party data we include it with our submission to NTIA.

\*\* Lariat.net: Had telephone/email discussions to encourage participation. Status: Declined but will try again in future rounds.

\*\* Jackson Hole CompuNet: Had telephone/email discussions to encourage participation. Status: Declined but will try again in future rounds.

\*\* Wyoming Internet Resources: Had telephone/email discussions to encourage participation. Status: Declined but will try again in future rounds.

The following providers have not officially declined to participate, however they have not provided data in any collection round to date. When possible we estimate for these providers using third party data. We will continue to try to engage them in future collection rounds:

- \*\* Cams
- \*\* Microserv Telecomputing
- \*\* Collins Communications
- \*\* Communicomm
- \*\* Star Valley Wireless (SVWI)
- \*\* ToNgue River Cable TV, Inc.
- \*\* Champion Cable
- \*\* Wamsutter.us
- \*\* Wyoming Wireless Internet
- \*\* KDIS.Net
- \*\* FasciNation
- \*\* Myvocom
- \*\* Extreme Highspeed
- \*\* Sundance Wireless

10e. If you are collecting data through other means (e.g. data extraction, extrapolation, etc), please describe your progress to date and the relevant activities to be undertaken in the future

The data collection/processing team continues to follow procedures that are common to the four LinkAMERICA Alliance state projects. Provider and Community Anchor Institutions (CAI) data is augmented with third party data sources when that data is either unavailable or insufficient from the provider. We use information on infrastructure points and common engineering principles to extrapolate and estimate coverage for those providers. However, changes are only made to supplier-provided data if we can independently verify that our own data is more accurate. We also collect the general public's input via location-specific feedback mechanisms on the state interactive map (discussed below in the verification section).

10f. Please describe the verification activities you plan to implement

Verification procedures are consistent from round to round, although improvements are made as new processes are identified. These four main categories of verification procedures have been explained in past reports and are listed again below.

**\*\* Third Party Data Comparison:** As data arrives from providers, we compare it to commercial data sources to identify obvious anomalies or areas for further investigation. An example would be the comparison of an Incumbent Local Exchange Carriers' (ILEC) reported coverage area boundaries with the legal exchange areas shown in the commercial ExchangeInfo data product. Coverage footprints of wireless providers are compared against AmericanRoamer database. This process occurs with each data collection round.

**\*\* Provider Validation:** Check maps and other tools are produced at the beginning of each data collection round based upon prior submissions. In Q3 2011 LinkAMERICA Alliance provided check maps to providers in PDF and Google Earth format. The Google Earth option allowed providers to update coverage boundaries directly within the check map file itself. We will continue to offer this option with each subsequent data collection round.

**\*\* Data Format Verification:** It is important that data be formatted correctly in order to be properly received by NTIA. Proprietary and NTIA-supplied scripts are therefore run against the final data set prior to submission to ensure the data meets NTIA data model requirements. This process occurs with each data collection round.

**\*\* Consumer Feedback/Verification:** The LinkWYOMING interactive map contains a user feedback mechanism that identifies the precise coordinates of each point of feedback. As user feedback is collected, we are able to identify and investigate areas where consumer feedback is in conflict with provider data.

10g. Have you initiated verification activities?  Yes  No

10h. If yes, please describe the status of your activities

In all four LinkAMERICA Alliance states, the above activities are performed in each data collection round. In Q3 2011 an expanded consumer feedback layer was developed for the LinkWYOMING interactive map and the Beta version was sent to the state to test. Browser issues identified in testing are being addressed and we expect the enhanced feature to go live to the public in October 2011. This layer will publicly display the results from all user feedback submissions and will incorporate speed testing into the feedback form, providing a greater opportunity to identify and investigate areas where consumer and provider data conflicts.

10i. If verification activities have not been initiated please provide a projected time line for beginning and completing such activities

The verification activities above have been performed on all previous rounds. In the future, verification will be enhanced as follows:

**\*\* Improved user feedback form and display layer:** As mentioned above, a new layer is being added to the state interactive map to display the location of user feedback points, offering outside verification of provider claims. The feature will be released to the public in October 2011.

**\*\* Mobile Wireless Broadband Drive Testing:** This process will use a special device from a vendor to test signal strength and bandwidth/throughput on multiple mobile wireless signals at the same time. This technology will be used in areas where there is a large discrepancy between provider-reported coverage/speed and consumer-reported coverage/speed to determine the actual coverage and speed characteristics. This commences in early 2012.

**\*\* Mobile Wireless Crowd Sourced Testing:** This process will use a proprietary smart phone application, provided by an outside vendor, to constantly check signal strength and bandwidth/throughput on users' mobile phones. The application will be available on multiple phone platforms and will be downloadable by consumers in each LinkAMERICA Alliance state. It runs in the background on the consumer's phone and does not impact phone performance. Data is sent from the vendor to LinkAMERICA Alliance for use in validating provider coverage and speed reports. This commences in early 2012.

## Staffing

10j. How many jobs have been created or retained as a result of this project?

An analysis of actual hours worked in Q3 2011 shows that the project resulted in 0.97 FTE jobs created or retained (0.10 FTEs jobs created or retained at the Prime Recipient level plus 0.87 FTE jobs created or retained at the Sub Recipient and Vendor levels).

10k. Is the project currently fully staffed?  Yes  No

10l. If no, please explain how any lack of staffing may impact the project's time line and when the project will be fully staffed

This project is currently fully staffed.

10m. When fully staffed, how many full-time equivalent (FTE) jobs do you expect to create or retain as a result of this project?

At fully staffed capacity, we expect to create or retain between 1.5 and 1.7 FTEs. Please see 11L for further comments regarding staffing in Q3.

10n. Staffing Table

Job Title	FTE %	Date of Hire
Sub Recipient CEO - Supervisory Role	1	11/01/2009
Sub Recipient Project Director	8	11/01/2009
Sub Recipient Project Manager	24	09/05/2011
Sub Recipient GIS Director	20	11/01/2009
Sub Recipient Internal System Support/Architecture	9	11/01/2009
Sub Recipient Provider Relations Manager	15	11/01/2009
Prime Recipient Executive Director	2	11/01/2009
Prime Recipient Operations Manager	3	11/01/2009
Prime Recipient Contracts Coordinator	2	11/01/2009
Prime Recipient Project Manager	3	11/01/2009
Consulting	10	07/01/2011

Add Row

Remove Row

### Sub Contracts

10o. Subcontracts Table

Name of Subcontractor	Purpose of Subcontract	RFP Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Federal Funds	In-Kind Funds
CostQuest Associates Inc./LinkAMERICA Alliance	Project Management/GIS Programming & Planning Services	N	Y	11/01/2009	10/31/2014	2,687,341	501,241
To Be Determined	Statewide Broadband Coordinator	Y	N	11/01/2011	10/31/2014	347,699	69,540
To Be Determined	Monitoring and Evaluation of Capacity Building Efforts	N	N	12/15/2011	10/31/2014	152,992	56,623
Wyoming Business Council	Capacity Building Partner	N	N	12/15/2011	10/31/2014	157,072	84,541
VISIONTECH360	Capacity Building	N	N	11/01/2011	10/31/2014	188,743	15,099
Fedarra	Federal Reporting	N	N	04/01/2011	10/31/2014	7,578	0

Add Row

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### Funding

10p. How much Federal funding has been expended as of the end of the last quarter? \$1,246,492      10q. How much Remains? \$2,907,341

10r. How much matching funds have been expended as of the end of last quarter? \$433,902      10s. How much Remains? \$604,562

10t. Budget Worksheet

Mapping Budget Element	Federal Funds Granted	Proposed In-Kind	Total Budget	Federal Funds Expended	Matching Funds Expended	Total Funds Expended
Personal Salaries	\$346,895	\$200,474	\$547,369	\$43,137	\$169	\$43,306
Personnel Fringe Benefits	\$86,724	\$7,682	\$94,406	\$9,039	\$36	\$9,075
Travel	\$17,920	\$0	\$17,920	\$2,599	\$1,060	\$3,659
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Materials / Supplies	\$4,968	\$0	\$4,968	\$67	\$244	\$311
Subcontracts Total	\$3,541,425	\$727,044	\$4,268,469	\$1,142,146	\$418,788	\$1,560,934
Subcontract #1	\$2,687,341	\$501,241	\$3,188,582	\$1,140,550	\$418,788	\$1,559,338
Subcontract #2	\$347,699	\$69,540	\$417,239	\$0	\$0	\$0
Subcontract #3	\$152,992	\$56,623	\$209,615	\$0	\$0	\$0
Subcontract #4	\$157,072	\$84,541	\$241,613	\$0	\$0	\$0
Subcontract #5	\$196,321	\$15,099	\$211,420	\$1,596	\$0	\$1,596
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$30,081	\$0	\$30,081	\$32,776	\$0	\$32,776
Total Direct Costs	\$4,028,013	\$944,811	\$4,972,824	\$1,229,764	\$420,297	\$1,650,061
Total Indirect Costs	\$125,820	\$93,653	\$219,473	\$16,728	\$13,605	\$30,333
Total Costs	\$4,153,833	\$1,038,464	\$5,192,297	\$1,246,492	\$433,902	\$1,680,394
% Of Total	80	20	100	74	26	100

### Hardware / Software

10u. Has the project team purchased the software / hardware described in the application?  Yes  No

10v. If yes, please list

Laptop computer and software for Sub Recipient Project Manager (Wyoming allocated portion): \$352.78

Laptop computer and software for Sub Recipient Vendor Relations Manager (Wyoming allocated portion): \$339.48

Dell Precision T5500 Workstation w/Arclnfo C (Wyoming allocated portion): \$3,458.59\*

\* The Arclnfo software was purchased to enable CostQuest to run data validation scripts that NTIA and the Federal Communications Commission (FCC) require for the SBDD program. Purchasing the hardware/software bundle was the most cost effective way to acquire the needed software. Without the hardware the cost for the software alone would have been \$1,000.00 higher. This expense was allocated evenly to each of the four LinkAMERICA Alliance states.

10w. Please note any software / hardware that has yet to be purchased and explain why it has not been purchased

We do not anticipate the purchase of any additional hardware/software for the project.

10x. Has the project team purchased or used any data sets?  Yes  No

10y. If yes, please list

\*\* American Roamer: Market area boundary and speed data on mobile cellular providers - \$5147

\*\* Media Prints: Cable franchise boundary database - \$500

\*\* ExchangeInfo: Legal exchange area boundary database for Incumbent Local Exchange Carriers - \$3805

10z. Are there any additional project milestones or information that has not been included?  Yes  No

10aa. If yes, please list

\*\* Data Collection Round 4: Data was processed and prepared for the October 1, 2011 data submission to NTIA. Status: Completed in

September 2011.

10bb. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing  
The Data Collection for Round 4 proved to be especially challenging due to the change of the 2010 Census vintage. LinkAMERICA Alliance found that many providers were not equipped to make this transition and needed assistance. The move to the new Census vintage resulted in a significant change in block counts in the LinkAMERICA Alliance states, and we anticipate the reflection of that change to impact the view of provider coverage on the interactive map. We have communicated extensively with providers throughout the Round 4 collection period to make them aware of the change and to assist with the resulting data issues. Additionally, we continue to encounter difficulty in reconciling reported provider speeds with the NTIA speed range parameters. We envision this problem becoming more pronounced as the program requires a more granular reporting of provider speed information.

10cc. Please provide any other information that you think would be useful to NTIA as it assesses your Broadband Mapping Project  
As reported for all four LinkAMERICA Alliance states, consumers and providers are raising concerns about the frequency in which the National Broadband Map (NBM) is updated. Providers are particularly concerned that the recent data has not yet appeared on the NBM and that consumers and policy makers won't be properly informed on their most recent efforts to expand broadband access.

The current Funding Table reflects amended figures as a result of recent approval of our detailed project plan and refinements of the data development and capacity building budgets. Also, we currently have 6 budgeted contracts but the Funding Table only allows us to show 5. Please see the Excel spreadsheet that was submitted as an attachment to this report for a detailed breakdown of the 2 subcontracts that could not be listed in the table.

### 11. Broadband Planning

11a. Please describe progress made against all goals, objectives, and milestones detailed in the approved Project Plan. Be sure to include a description of each major activity / milestone that you plan to complete and your current status

All Planning activities listed in the Q2 report have continued through Q3. The following provides a status for each task:

\*\* Key Stakeholder Interviews: Identify and interview influential cross-disciplinary stakeholders within the state to determine most critical barriers to broadband expansion and adoption. Due: June 2010. Status: Complete.

\*\* Publish Initial Broadband Vision Summary: publish draft, review with stakeholders and state, and then finalize summary report of emerging state broadband priorities. Due: August 2010. Status: Complete.

\*\* Wyoming Consumer Broadband Survey: A statistically significant study of consumer internet usage and attitudes to help direct broadband planning. Due: December 2010. Status: Complete.

\*\* Facilitate Regional Planning Teams: Divide the state into appropriate regions and recruit local stakeholders and other in-state partners to draft regionally specific broadband development plans. Due: January 2010. Status: Complete.

\*\* Recruit in-state sponsor: Identify and formalize relationship with in-state entity to assist in deployment of regional plans throughout the state in years 3-5 and beyond. Status: Completed (the State of Wyoming Office of the Chief Information Officer has agreed to assume this responsibility).

\*\* Publish Regional Broadband Investment Plans: Work with Regional Planning Teams (RPT) to identify most productive short-term activities to expand broadband access and adoption in each region. Document steps to implement those activities and release final report to the public. Due: Q4 2011. Status: Underway.

11b. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing

The Planning team did not experience any significant challenges or obstacles in Q3 2011. The process continues to move forward on schedule in all seven Wyoming regions.

11c. Does the Project Team anticipate any changes to the project plan for Broadband Planning?  Yes  No

11d. If yes, please describe these anticipated changes. Please note that NTIA will need to approve changes to the Project Plan before they can be implemented

At this time, we do not anticipate changes to the project plans for the remainder of Year Two or the Supplemental Capacity Building period (Years 3-5).

### Funding

11e. How much Federal funding has been expended as of the end of the last quarter? \$0

11f. How much Remains? \$0

11g. How much matching funds have been expended as of the end of last quarter? \$0

11h. How much Remains? \$0

11i. Planning Worksheet

Personal Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Personnel Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0

11i. Planning Worksheet						
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Materials / Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Subcontracts Total	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #1	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #2	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #3	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #4	\$0	\$0	\$0	\$0	\$0	\$0
Subcontract #5	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Costs	\$0	\$0	\$0	\$0	\$0	\$0
Total Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs	\$0	\$0	\$0	\$0	\$0	\$0
% Of Total	0	0	0	0	0	0

### Additional Planning Information

11j. Are there any additional project milestones or information that has not been included?

The EdLab Group was granted an extension for the filing of Wyoming's Detailed Project Plan, which was submitted to NTIA in Q3. As described in past reports, the following activities will be detailed:

**\*\* Build in-state Capacity Training Resources:** Partner with in-state training partner(s) to design, build and deploy specialized training resources to: 1) Expand capacity of Wyoming's small business sector to access, adopt and utilize broadband, 2) Improve capacity of Regional Planning Teams to advance current and future targeted broadband investments, 3) Strengthen regional leadership capacity to successfully identify and receive broadband-related grant resources, 4) Build in-state capacity for the sustainable use and future development of the broadband planning tools developed for Regional Planning Teams, 5) Build capacity to access, adopt and utilize monitoring and evaluation tools created for Wyoming in years 3 through 5.

**\*\* Develop robust Broadband Monitoring and Evaluation (M&E) modules to track program achievement:** LinkWYOMING will seek a qualified vendor to assist with the design and implementation of a research process to monitor the progress of broadband investment activities and evaluate the resulting outcomes and impacts.

**\*\* Establish a State Broadband Coordinator's office to coordinate the activities of the Capacity Training, Monitoring and Evaluation, and the ongoing Regional Planning Process.** This full time, in-state staff member will: 1) Provide a "statewide awareness clearinghouse" for broadband development activities and funding opportunities, 2) Track best practices from within state and coordinate the implementation of those practices within each region, 3) Log and communicate policy-related developments to the LinkWYOMING advisory team, regional teams, and all other stakeholders, 4) implement statewide program communications strategy.

11k. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the Project Team is employing

No challenges have yet been encountered in promoting program goals.

11l. Please provide any other information that you think would be useful to NTIA as it assesses your Broadband Mapping Project

A change in staffing occurred in Q3 with the Project Manager leaving the program in September. The Provider Relations Manager was promoted to fill the vacancy and steps were taken to backfill that position. There was no impact to the project time-line as the Round 4 data collection period deadline had passed and the staff on hand was able to assist with needed tasks during the short time the position was not staffed. A new Provider Relations Manager has been hired and will start in Q4. As the program has been fully staffed (with the exception of the short interim described above) we do not expect any changes to the FTEs that have been reported to date. The Date of Hire for the Project Manager on 10n reflects the date that the Provider Relations Manager assumed that role. The FTE

associated with the Provider Relations Manager and the Project Manager reflects the hours associated with those positions for Q3.

CostQuest Associates submitted their audit to EdLab Group for review. EdLab Group has worked with CostQuest Associates to ensure the deficiencies identified by the auditor have been remedied. Per federal regulations, the audit was submitted to the Office of Inspector General and the Department of Commerce on June 30, 2011.

12. 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.

12a. Typed or Printed Name and Title of Authorized Certifying Official

Kathy Johnson

12c. Telephone  
(area code, number, and extension)

12d. Email Address

kjohnson@edlabgroup.org

12b. Signature of Authorized Certifying Official

Submitted Electronically

12e. Date Report Submitted  
(Month, Day, Year)

11-28-2011