

U.S. DEPARTMENT OF COMMERCE

## Performance Progress Report

**2. Award or Grant Number**

01-50-M09013

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

10-30-2014

**1. Recipient Name**

Alabama Department of Economic and Community Affairs (ADECA)

**6. Reporting Period End Date:**

09-30-2014

**3. Street Address**

P.O. Box 5690, 401 Adams Avenue,

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

Montgomery, AL 36104-5690

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

11-01-2009

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

01-31-2015

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

**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	Regional Plans and Statewide Strategy	1,843,718	775,486	42%
2	Data Collection	BroadBand Mapping	3,030,424	2,423,039	80%
3	N/A				
4	N/A				
5	N/A				
6	N/A				
			\$4,874,142	\$3,198,525	66%

**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 position of Executive Director and Program Manager is being filled on a temporary basis. Technical direction is being received from the Governors Secretary of Information Technology.

10b. Staffing Table			
Job Title	FTE %	Project(s) Assigned	Change
Prime Recipient Executive Director	33	Capacity Building	No Change
Prime Recipient Regional Coordinator	48	Planning	No Change
Prime Recipient Regional Coordinator	50	Capacity Building/Training	No Change
Prime Recipient Regional Coordinator	50	Planning	No Change
Prime Recipient Regional Coordinator	49	Capacity Building	No Change
Prime Recipient Regional Coordinator	44	Planning	No Change
Prime Recipient Regional Coordinator	44	Capacity Building/Training	No Change
Prime Recipient GIS/Mapping Coordinator (Match)	48	Data Collection	No Change
Prime Recipient IT	10	Website Development	No Change
Prime Recipient IT	10	Website Development	No Change

**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)	
CostQuest Associates	Data Collection	Yes	Yes	11/09/2011	10/30/2014	3,030,424	553,380	Data Collection	90
University of Alabama	Capacity Building	Yes	Yes	05/01/2012	09/30/2014	329,999	87,694	Management and Eva	10
Alabama Partnership for Telehealth	Capacity Building	Yes	Yes	08/31/2012	08/31/2013	10,000	0	Capacity Building	0

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

No challenges have been encountered to date. Our vendors are very responsive to all requests.

<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>	\$790,421	\$228,405	\$1,018,826	\$251,149	\$55,325	\$306,474
<b>Personnel Fringe Benefits</b>	\$369,254	\$85,318	\$454,572	\$119,854	\$20,559	\$140,413
<b>Travel</b>	\$65,715	\$0	\$65,715	\$24,406	\$0	\$24,406
<b>Equipment</b>	\$17,500	\$0	\$17,500	\$17,019	\$0	\$17,019
<b>Materials / Supplies</b>	\$19,044	\$0	\$19,044	\$12,322	\$0	\$12,322
<b>Subcontracts Total</b>	\$3,370,423	\$641,074	\$4,011,497	\$2,622,823	\$637,422	\$3,260,245
<b>Construction</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other</b>	\$65,000	\$254,678	\$319,678	\$28,653	\$152,811	\$181,464
<b>Total Direct Costs</b>	\$4,697,357	\$1,209,475	\$5,906,832	\$3,076,226	\$866,117	\$3,942,343
<b>Total Indirect Costs</b>	\$176,785	\$10,008	\$186,793	\$122,299	\$0	\$122,299
<b>Total Costs</b>	\$4,874,142	\$1,219,483	\$6,093,625	\$3,198,525	\$866,117	\$4,064,642
<b>% of Total</b>	80	20	100	79	21	100
<b>13. Hardware / Software</b>						
13a. List any hardware/software purchased during this reporting period.						
Recipient Purchased a desktop PC for \$1,669, and two HP Servers for \$8,114 each						
The vendor contract for the Mobile Broadband Test Project was renewed in July for an additional 4 months (July - October), the cost of the renewal was \$8,250. The subscription for DocuSign, the on-line signature tool used to process SBI invoices and contracts was renewed in July, the AL portion of the renewal fee was \$70.						
See Supplemental Answers						
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

Wendy Hester

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

334-353-3431

15d. Email Address

Wendy.Hester@adeca.alabama.gov

15b. Signature of Authorized Certifying Official

Submitted Electronically

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

10-30-2014