

U.S. DEPARTMENT OF COMMERCE

## Performance Progress Report

**2. Award or Grant Number**

12-50-M09034

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

10-25-2012

**1. Recipient Name**

Florida Department of Management Services

**6. Reporting Period End Date:**

09-30-2012

**3. Street Address**

4030 Esplanade Way, Suite 180,

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

Tallahassee, FL 32399

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

12-01-2009

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

11-30-2014

**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	Mapping	4,410,802	2,217,750	50
2	Technical Assistance	E-rate/Grant	2,416,226	610,502	25
3	Planning Teams	N/A	1,490,000	979,808	66
4	Capacity Building	Library	560,000	559,980	100
5	N/A	N/A	0	0	0

**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 the end of the third quarter there was one E-rate Coordinator position open. We are actively pursuing filling this position with the right candidate. Other members of that team are taking on added work so that the timeline will not be affected.

**10b. Staffing Table**

Job Title	FTE %	Project(s) Assigned	Change
DMS State of Florida Director	100	All	No Change
DMS State of Florida Mapping Project Manager	100	Broadband Mapping	No Change

DMS State of Florida E-rate Coordinator	100	Technical Assistance - E-rate/Grant	No Change
DMS State of Florida E-rate Coordinator	100	Technical Assistance - E-rate/Grant	No Change
DMS State of Florida E-rate Coordinator	100	Technical Assistance - E-rate/Grant	No Change
DMS State of Florida E-rate Coordinator	100	Technical Assistance - E-rate/Grant	No Change
DMS State of Florida Grants Assistance Manager	100	Technical Assistance - E-rate/Grant	No Change
DMS Grants Writer	100	Technical Assistance - E-rate/Grant	No Change
DMS Grants Writer	100	Technical Assistance - E-rate/Grant	No Change

**11. Subcontracts (Vendors and Subrecipients)**

11a. Subcontracts Table - Include all subcontractors. The totals from this table equal the "Subcontractor Total" for the Program Budget Worksheet (Q. 12, Column 2, 3, and 4)

Name	Subcontract Purpose	Type (Vendor/Subrec)	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)	
Connected Nation	Data Collection	Vendor	Yes	Yes	12/27/2010	12/31/2011	1,774,449	11,605	Mapping	100
Regional Planning Council Interim Mapping	Data Collection	Vendor	Yes	Yes	01/02/2012	12/03/2012	421,040	0	Mapping	100
Broadmap (New Mapping Contractor)	Data Collection	Vendor	Yes	Yes	10/15/2012	11/30/2014	525,148	0	Mapping	100
University of Florida	Planning Teams	Vendor	Yes	Yes	06/22/2010	06/30/2012	500,000	0	Mapping	100
Regional Planning Council	Planning Teams	Vendor	Yes	Yes	07/19/2011	10/31/2013	990,000	265,000	Planning	100
Contracted Grad Students	Technical Assistance	Vendor	Yes	Yes	02/08/2012	11/30/2014	249,600	80,000	Grants	100
Department of State Libraries	Capacity Building	Vendor	Yes	Yes	07/19/2011	07/19/2012	560,000	0	Library	100
Paul Consulting (Portal Development)	Planning Teams	Vendor	Yes	Yes	09/25/2012	01/15/2013	76,000	0	Planning	100
Other	Data Collection	Vendor	No	No	10/30/2012	10/30/2012	955,132	0	Mapping	100

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

We do not have any challenges with vendors at this time.

**12. Budget worksheet**

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.

Project Budget Element	Federal Funds Awarded	Approved Matching Funds	Total Budget	Federal Funds Expended	Approved Matching Funds Expended	Total Funds Expended
Personnel Salaries	\$2,534,876	\$677,397	\$3,212,273	\$844,059	\$108,914	\$952,973
Personnel Fringe Benefits	\$195,343	\$224,151	\$419,494	\$17,328	\$53,863	\$71,191
Travel	\$83,440	\$0	\$83,440	\$16,184	\$0	\$16,184
Equipment	\$0	\$11,328	\$11,328	\$0	\$0	\$0
Materials / Supplies	\$0	\$5,544	\$5,544	\$0	\$50	\$50
Subcontracts Total	\$6,051,369	\$356,605	\$6,407,974	\$3,490,469	\$463,396	\$3,953,865
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$12,000	\$1,602,300	\$1,614,300	\$0	\$1,024,736	\$1,024,736
<b>Total Direct Costs</b>	<b>\$8,877,028</b>	<b>\$2,877,325</b>	<b>\$11,754,353</b>	<b>\$4,368,040</b>	<b>\$1,650,959</b>	<b>\$6,018,999</b>
<b>Total Indirect Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Costs</b>	<b>\$8,877,028</b>	<b>\$2,877,325</b>	<b>\$11,754,353</b>	<b>\$4,368,040</b>	<b>\$1,650,959</b>	<b>\$6,018,999</b>
<b>% of Total</b>	<b>76</b>	<b>24</b>	<b>100</b>	<b>73</b>	<b>27</b>	<b>100</b>

**13. Hardware / Software**

13a. List any hardware/software purchased during this reporting period.

N/A

13b. Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.

N/A

**14. SBI PPR Project Attachment (Skip question 14b if Data Collection is your only project).**

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

Tabitha Hunter

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

15d. Email Address

Tabitha.hunter@dms.MyFlorida.com

15b. Signature of Authorized Certifying Official

Submitted Electronically

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

12-09-2012