

U.S. DEPARTMENT OF COMMERCE

Performance Progress Report

2. Award or Grant Number

36-50-M09010

4. Report Date (MM/DD/YYYY)

01-06-2014

1. Recipient Name

New York State ITS GIS Program Office

6. Reporting Period End Date:

12-31-2013

3. Street Address

Harriman State Office Campus , 1220 Washington Avenue, Bldg. 7A, 4th Fl,

5. City, State, Zip Code

Albany, NY 12226-1800

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

10-01-2009

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

09-30-2014

8. Designated Entity on Behalf of:

New York State

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	Broadband Mapping	3,711,189	2,420,874	65%
2	Capacity Building	NYS Broadband Program Office	1,281,612	153,172	12%
3	Address File	Statewide Address Mapping	2,959,592	651,954	22%
4	Technical Assistance	Digital Literacy Training	971,139	463,000	48%
5	N/A	N/A	0	0	
6	N/A	N/A	0	0	
			\$8,923,532	\$3,689,000	41%

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 Capacity Building (NYS Broadband Program Office) project continues to be the only project that is not fully staffed. The BPO did add two current staff in Q2 of 2013. The BPO still has plans to fill two positions in the relatively short term: a Project Manager and administrative assistant to be the BPO's liaison to the coordinators of the ten NYS Economic Development Regions and manage the NYS funded grant programs within each region. Again, in spite of being understaffed, the BPO continues to make excellent progress with most of its goals as is reflected in the progress reported in the Q4-2013_PPR_SBI_ProjectAttachment_NY.xlsx file.

Given the BPO's past difficulty in hiring and the relatively short amount of time left for the SBI program, the BPO may finish out the grant period at the current staffing level or potentially contract for

staff. As noted in item 3 on the Capacity Building tab within Q4-2013_PPR_SBI_ProjectAttachment_NY.xlsx, future drawdowns will include the director's salary and fringe, previously allocated to match. While this does not solve the staffing issue, it does provide a mechanism for effective spending of SBI grant funds within the approved budget category amounts.

10b. Staffing Table									
Job Title				FTE %	Project(s) Assigned			Change	
Project Director				100	Data Collection			No Change	
Mapping Technologist 1				100	Data Collection			No Change	
Mapping Technologist 1				100	Address File			No Change	
Information Technology Specialist 2 - GIS				100	Data Collection			No Change	
Information Technology Specialist 5 - Infrastructure				5	Data Collection			No Change	
Information Technology Specialist 5 - Infrastructure				6	Address File			New to Project	
Information Technology Specialist 2 - Applications Programming				46	Data Collection			No Change	
Mapping Technician 3				100	Data Collection			No Change	
Grants Administrator				56	Technical Assistance			No Change	
Senior GIS Technical Manager				50	Data Collection			No Change	
Senior GIS Technical Manager				50	Address File			No Change	
Information Technology Specialist 3				49	Address File			No Change	
Executive Director				100	Capacity Building			No Change	
Outreach Coordinator				100	Capacity Building			No Change	
Administrative Aide				100	Capacity Building			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)	
Troy Web Consulting, LLC	Data Collection	Yes	Yes	01/14/2010	01/13/2011	41,195	14,245	Data Collection	100
Computer Technology Services of Albany, Inc	Data Collection	Yes	Yes	03/25/2010	09/25/2011	231,200	0	Data Collection	100
Center for Technology in Government - State University of New York at Albany	Data Collection	No	Yes	07/01/2010	06/01/2014	257,782	0	Data Collection	100

Center for Technology in Government - State University of New York at Albany	Data Collection	No	Yes	11/23/2010	05/31/2011	150,000	0	Data Collection	100
New York Library Association	Technical Assistance	No	Yes	08/01/2011	09/30/2014	791,687	298,819	Digital Literacy	100
Center for Technology in Government - State University of New York at Albany	Data Collection	No	Yes	04/15/2011	09/30/2014	206,618	0	Data Collection	100
Intrado	Address File	Yes	Yes	03/15/2013	09/30/2014	1,950,000	0	Address File	100
TBD	Other	No	No	09/30/2014	09/30/2014	249,424	0	Other	100
NAVTEQ	Data Collection	Yes	Yes	10/01/2009	12/31/2013	117,200	426,711	Data Collection	100
Various - Capacity Building	Capacity Building	No	No	09/30/2014	09/30/2014	425,000	396,000	Capacity Building	100
Various - Data Collection	Other	Yes	Yes	02/17/2010	09/30/2014	59,167	17,027	Data Collection	100
ESRI	Data Collection	No	Yes	10/01/2009	03/17/2014	0	100,000	Data Collection	100
NYSTEC	Address File	No	Yes	02/17/2012	09/30/2012	26,547	0	Address File	100
US Tech Solutions	Address File	Yes	Yes	06/17/2013	09/30/2014	85,400	0	Address File	100
CAI/LINIUM	Address File	Yes	Yes	06/17/2013	09/30/2014	111,000	0	Address File	100
GeoTel	Data Collection	No	Yes	07/25/2012	09/30/2014	16,980	0	Data Collection	100
NENA	Address File	No	Yes	10/22/2013	10/22/2013	4,000	0	Address File	100

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

There were no challenges encountered with vendors. New York has no subrecipients.

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	\$2,598,265	\$513,448	\$3,111,713	\$1,543,014	\$275,524	\$1,818,538
Personnel Fringe Benefits	\$1,196,799	\$262,451	\$1,459,250	\$508,935	\$143,149	\$652,084
Travel	\$108,340	\$0	\$108,340	\$33,229	\$0	\$33,229
Equipment	\$260,876	\$199,413	\$460,289	\$93,036	\$0	\$93,036
Materials / Supplies	\$36,052	\$2,283	\$38,335	\$5,759	\$0	\$5,759
Subcontracts Total	\$4,723,200	\$1,252,802	\$5,976,002	\$1,505,027	\$919,937	\$2,424,964
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Costs	\$8,923,532	\$2,230,397	\$11,153,929	\$3,689,000	\$1,338,610	\$5,027,610
Total Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs	\$8,923,532	\$2,230,397	\$11,153,929	\$3,689,000	\$1,338,610	\$5,027,610
% of Total	80	20	100	73	27	100

13. Hardware / Software
<p>13a. List any hardware/software purchased during this reporting period.</p> <p>Q4 draw downs reflect two software renewal charges. \$996 for Blue Marble's Global Mapper spatial data conversion software and \$500 for ESRI's ArcGIS Data Interoperability extension (ETL functionality).</p>
<p>13b. Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.</p> <p>No new hardware or software purchases of significance are anticipated. Software maintenance and/or license renewal costs are, however, anticipated to occur during the remaining time frame of the SBI grant.</p>

14. SBI PPR Project Attachment (Skip question 14b if Data Collection is your only project).
<p>14a. Complete a SBI PPR Project Data Collection Attachment and attach it to the PPR.</p> <p>14b. Complete a SBI PPR Attachment for each additional funded project and attach it to the PPR.</p>

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

Michael Heath

15c. Telephone
(area code, number, and extension)
(518) 242-5178

15d. Email Address
mheath@dhses.ny.gov

15b. Signature of Authorized Certifying Official

Submitted Electronically

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

01-30-2014