

U.S. DEPARTMENT OF COMMERCE

## Performance Progress Report

**2. Award or Grant Number**

50-50-M09004

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

10-10-2013

**1. Recipient Name**

Vermont Center for Geographic Information, Inc.

**6. Reporting Period End Date:**

09-30-2013

**3. Street Address**

58 South Main Street, Suite 2,

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

Waterbury, VT 05676

**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:**

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	Data Collection, Integration, Verification & Distr.	2,767,542	1,805,553	65%
2	Capacity Building	State Broadband Capacity Building	525,420	342,416	65%
3	Planning Teams	Regional Technology Planning Teams	250,034	246,289	99%
4	N/A				
5	N/A				
6	N/A				
			\$3,542,996	\$2,394,258	68%

**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.**

N/A

10b. Staffing Table									
Job Title				FTE %	Project(s) Assigned			Change	
Executive Director - position maintained				42	Data Collection, Integration, Verification & Dist			No Change	
Senior Project Manager - position maintained				66	Data Collection, Integration, Verification & Dist			No Change	
Senior Project Manager - position maintained				10	Data Collection, Integration, Verification & Dist			New to Project	
Senior Project Manager - position maintained				9	Data Collection, Integration, Verification & Dist			New to Project	
Director of Enterprise GIS Services - position maintained				16	Data Collection, Integration, Verification & Dist			No Change	
Support Staff				19	Data Collection, Integration, Verification & Dist			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)	
Pericle Communications	Data Collection	Yes	Yes	01/01/2010	09/30/2014	519,820	0	Data Collection	100
UVM/Center for Rural Studies	Data Collection	Yes	Yes	10/01/2010	09/30/2014	204,945	0	Data Verification	100
VT Dept. of Public Service	Data Collection	Yes	Yes	09/15/2009	09/30/2014	486,255	0	Data Collection	100
Applied Geographics, Inc.	Data Collection	Yes	Yes	06/15/2010	12/31/2014	158,590	0	BroadbandVT.org	100
Marketing Partners, Inc.	Data Collection	Yes	Yes	08/02/2010	09/30/2014	191,750	0	BroadbandVT.org	100
VT Telecommunications Authority	Capacity Building	Yes	Yes	09/28/2010	09/30/2014	525,420	132,975	Employment of Direc	100
Northwest Regional Planning Commission	Planning Teams	Yes	Yes	12/01/2010	11/30/2012	250,034	62,509	Regional Technology	100
Unobligated	Data Collection	No	No	10/01/2009	09/30/2014	45,410	0	Data Collection	100
					Add Row	Remove Row			

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

N/A

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	\$342,105	\$0	\$342,105	\$257,183	\$0	\$257,183
Personnel Fringe Benefits	\$254,844	\$0	\$254,844	\$190,328	\$0	\$190,328
Travel	\$8,000	\$0	\$8,000	\$14,220	\$0	\$14,220
Equipment	\$21,000	\$0	\$21,000	\$3,396	\$0	\$3,396
Materials / Supplies	\$55,275	\$0	\$55,275	\$29,038	\$0	\$29,038
Subcontracts Total	\$2,382,224	\$195,484	\$2,577,708	\$1,557,725	\$184,339	\$1,742,064
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$6,000	\$690,266	\$696,266	\$1,783	\$690,266	\$692,049
Total Direct Costs	\$3,069,448	\$885,750	\$3,955,198	\$2,053,673	\$874,605	\$2,928,278
Total Indirect Costs	\$473,548	\$0	\$473,548	\$340,585	\$0	\$340,585
Total Costs	\$3,542,996	\$885,750	\$4,428,746	\$2,394,258	\$874,605	\$3,268,863
% of Total	80	20	100	73	27	100

  

13. Hardware / Software
<p>13a. List any hardware/software purchased during this reporting period.</p> <p>N/A</p>
<p>13b. Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.</p> <p>N/A</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

David F Brotzman

Executive Director

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

802-882-3003

15d. Email Address

davidb@vcgi.org

15b. Signature of Authorized Certifying Official

Submitted Electronically

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

10-25-2013