

**U.S. DEPARTMENT OF COMMERCE**

**Performance Progress Report**

2. Award Or Grant Number

56-50-M09016

4. Report Date (MM/DD/YYYY)

02-23-2012

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:

03-31-2012

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 reaches out to all known providers in each collection round to encourage their participation in the program. Data collected for the Round 5 Data Collection was submitted to NTIA on March 31, 2012. The provider information below is current as of that submission date.

The following providers have declined to participate in the SBI program:

Provider: Lariat.net

Status: Had telephone/e-mail discussions to encourage participation. Declined.

Action: We will continue to attempt to engage this provider in future rounds.

Provider: Jackson Hole CompuNet:

Status: Had telephone/e-mail discussions to encourage participation. Declined.

Action: We will continue to attempt to engage this provider in future rounds.

Provider: Wyoming Internet Resources:

Status: Had telephone/e-mail discussions to encourage participation. Declined.

Action: We will continue to attempt to engage this provider in future rounds.

The following providers have not declined to participate, but have not responded to requests for data. We will continue to reach out to these providers in all future data collection rounds. If we are able to estimate their coverage using third-party data, we include it with our submission to NTIA.

Champion Cable

James Cable, LLC (DBA - Communicomm)

AviCom/KDIS (DBA - KDIS.Net)

Extreme Highspeed

Microserv Telecomputing

Sundance Wireless S

Wyoming Wireless Internet

Myvocom, Inc.

Collins Communications

Star Valley Wireless (SVWI)

Wamsutter (DBA Wamsutter.us)

**Additional Provider Information:**

**\*\*AllureTech/CoffeyNet** - This provider has engaged with us in previous rounds but we have not been able to map the data he has sent. We are continuing to work with this provider to get data we can use. While they cannot be considered "non-responsive" we have not been able to get good data from them to date.

**\*\*Cams:** No longer in business

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 and processing team continues to follow procedures that are common to the four LinkAMERICA state projects. Provider and Community Anchor Institution (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 input from the general public via location-specific feedback mechanisms on the state interactive map.

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

The following verification processes are under review and have not been implemented to date. Our current verification process is documented below in section 10h.

**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. The feasibility and accuracy of this type of testing is currently under review. If approved, a vendor will be selected in 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 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 for use in validating provider coverage and speed reports. A vendor will be selected for this effort in 2012.

10g. Have you initiated verification activities?  Yes  No

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

Verification procedures are consistent from round to round, although improvements are made as new processes are identified.

**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; e.g., the comparison of an ILEC's 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. LinkAMERICA supplies check maps in GoogleEarth and PDF format to participating providers. This allows providers the option to update coverage boundaries directly within the check map file itself, giving the providers more options and flexibility.

**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.

For Round 5, we updated our test script to include the technology/speed trips that NTIA initiated. Data from the previous collection Round was run through the script along with all new data submissions. If the data tripped the warning flag, the provider was contacted for clarification of the submission.

**Consumer Feedback/Verification:** The LinkWYOMING interactive map contains a user feedback mechanism that identifies the precise coordinates of each point of feedback. We use the feedback received from this process to identify and investigate areas where consumer feedback conflicts with provider data.

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

We are currently following a process for verification in each data collection round and will enhance and update those processes as necessary. As stated above in Section 10f, further verification avenues are being reviewed and may be implemented in years 3 and 4.

## Staffing

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

An analysis of actual hours worked in Q1 2012 shows that the project resulted in 0.76 FTE jobs created/retained at the Sub-recipient

level for the quarter. An additional 0.63 FTEs were created/retained at the Prime Recipient level for a grand total of 1.39 FTEs. It should be noted that this figure does not include positions staffed by vendors involved in the project.

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

The project is fully staffed at this time.

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

Between 1.5 and 1.7 FTE. Please see 11L for further comments regarding staffing.

10n. Staffing Table

Job Title	FTE %	Date of Hire
Sub Recipient CEO - Supervisory Role	0	11/01/2009
Sub Recipient Project Director	6	11/01/2009
Sub Recipient Project Manager	25	09/05/2011
Sub Recipient GIS Director	18	11/01/2009
Sub Recipient Internal System Support/Architecture	2	11/01/2009
Sub Recipient Provider Relations Manager	23	11/01/2009
Prime Recipient Executive Director	3	11/01/2009
Prime Recipient Operations Manager	29	11/01/2009
Prime Recipient Contracts Coordinator	2	11/01/2009
Prime Recipient Project Manager	29	11/01/2009
Consulting	2	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
Troy Babbitt, Contractor	Statewide Broadband Coordinator	Y	Y	11/01/2011	10/31/2014	347,699	69,540
University of Wyoming - Survey & Analysis Center	Monitoring and Evaluation of Capacity Building Efforts	N	Y	12/15/2011	10/31/2014	152,992	56,623
Wyoming Business Council	Capacity Building Partner	N	Y	12/15/2011	10/31/2014	157,072	84,541
VISIONTECH360	Capacity Building	N	Y	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? \$1,690,835      10q. How much Remains? \$2,462,998

10r. How much matching funds have been expended as of the end of last quarter? \$453,940 10s. How much Remains? \$584,524

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	\$71,808	\$169	\$71,977
Personnel Fringe Benefits	\$86,724	\$7,682	\$94,406	\$14,487	\$36	\$14,523
Travel	\$17,920	\$0	\$17,920	\$3,080	\$1,060	\$4,140
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Materials / Supplies	\$4,968	\$0	\$4,968	\$130	\$244	\$374
Subcontracts Total	\$3,541,425	\$727,044	\$4,268,469	\$1,541,951	\$431,758	\$1,973,709
Subcontract #1	\$2,687,341	\$501,241	\$3,188,582	\$1,517,763	\$430,598	\$1,948,361
Subcontract #2	\$347,699	\$69,540	\$417,239	\$6,839	\$0	\$6,839
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	\$17,349	\$1,160	\$18,509
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$30,081	\$9,611	\$39,692	\$33,729	\$0	\$33,729
Total Direct Costs	\$4,028,013	\$944,811	\$4,972,824	\$1,665,185	\$433,267	\$2,098,452
Total Indirect Costs	\$125,820	\$93,653	\$219,473	\$25,650	\$20,673	\$46,323
Total Costs	\$4,153,833	\$1,038,464	\$5,192,297	\$1,690,835	\$453,940	\$2,144,775
% Of Total	80	20	100	79	21	100

**Hardware / Software**

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

10v. If yes, please list

No hardware or software was purchased for the program in Q1-2012. Previous purchases comprised:

- 1) Laptop computer and software for Sub-recipient Project Manager (Wyoming-allocated portion): \$352.78
- 2) Laptop computer and software for Sub-recipient Vendor Relations Manager (Wyoming-allocated portion): \$339.48
- 3) Dell Precision T5500 Workstation w/ArclInfo C (Wyoming-allocated portion): \$3,458.59\*

\* The ArclInfo software was a necessary purchase to enable CostQuest to run the validation script on provider data that NTIA & FCC require for the SBDD program. Purchasing the hardware/software bundle was the most cost-effective way to acquire the needed software. Without purchasing the hardware, the cost for the software alone would have been \$1,000 higher. This expense was allocated evenly to each of the four LinkAMERICA states.

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

There are funds available in contractor budgets for hardware and software; however, the prime recipient and sub-recipient do not anticipate the purchase of any additional hardware or software for the project.

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

10y. If yes, please list

- 1) American Roamer: Market area boundary and speed data on mobile cellular providers. Q1-2012 purchase - \$625; previous purchases: \$5,147
- 2) Media Prints: Cable franchise boundary database was purchased in Y2 for a total of \$500. We are reviewing options for this data in Y3.

3) ExchangeInfo: Legal exchange area boundary database for Incumbent Local Exchange Carriers was purchased in Y2 for a total of \$3,805. We are reviewing options for this data in Y3.

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

10aa. If yes, please list

Provider and CAI Data collected in Round 5 was processed and submitted to NTIA on March 31, 2012, meeting the scheduled delivery date of April 1, 2012. Status: Complete

10bb. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing  
We continue to encounter difficulty in reconciling reported provider speeds with the NTIA speed range parameters. We have identified providers that submitted data that falls outside of the parameters provided by NTIA and have reached out to these providers for clarification. In most instances, we have found that providers are using enhanced technologies to provide the speeds they are reporting. Our findings are included in the methodology document submitted with the recent data submission. If a provider is unwilling or unable to clarify their submission, we note that in our submission and look to publicly-available sources to verify the reported technology and speed. All supporting documents are filed for audit purposes.

10cc. Please provide any other information that you think would be useful to NTIA as it assesses your Broadband Mapping Project  
We look forward to continued dialog with NTIA regarding the scoring process being used to evaluate SBI data submissions. While we understand and appreciate the need to develop a process that can be used across states to determine the effectiveness of the SBI effort, we are concerned that the complexity of the information being evaluated often makes the validation results difficult to interpret. LinkAMERICA has made an effort to develop relationships with the provider community and be transparent in our processes. We are currently working on developing more robust internal mechanisms to better compare provider-submitted data against third-party datasets identified by NTIA for validation purposes. Assistance and direction in this endeavor is appreciated.

## 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

The following is a summary of the progress and status of key 'planning' activities and objectives described in the original project plan for Q1-2012. (Previously completed milestones and objectives are detailed in earlier PPRs.)

1) Implementation of available broadband adoption and use outreach and engagement modules launched. Activities this quarter included disseminating all modules through meetings with Regional Planning Teams (RPTs), Wyoming Business Council, Health Information Technology (HIT) forum, health organizations, conferences, e-mails to RPT members and posting on LinkWYOMING Dashboard. Links were provided to modules in LinkWYOMING presentations and templates for teams to use. Status: Complete

2) Delivery of ongoing training and technical assistance to support broadband adoption and use outreach and engagement initiatives. This quarter we supported RPTs in their outreach and plan-implementation efforts through one-on-one and group meetings. Status: Complete

Additional milestones and objectives met or advanced during Q1-2012 are summarized in Attachment 1.

11b. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing  
A minor challenge was encountered with Milestone 2 (refine joint partner capacity building work plan) - Objective 1 (Organize and implement a joint two-day scoping workshop engaging key partners, including LinkAMERICA personnel, state coordinator, monitoring and evaluation (M&E) partner, and in-state training partner) and Objective 2 (refine monitoring and evaluation [M&E] plans for all seven Wyoming regions, including data collection needs) as defined in our supplemental project plan. Due to a more lengthy procurement process than was anticipated, our M&E partner (a key partner in the development of our capacity building work plan) and the Wyoming Business Council (planning and capacity building partner) will join the team in early Q2-2012 rather than during Q1-2012. Progress was made, however, toward meeting these objectives, and we anticipate completion of both by mid Q2-2012.

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

N/A

## 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

11i. Planning Worksheet						
Personal Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Personnel Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0
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?

Additional detail regarding the Planning effort is included as an attachment to this report.

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

We have not experienced challenges in our original or supplemental project plans beyond those defined in Section 11b.

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

Regarding Section 10m, a change in staffing occurred in Q3 2011 with the subrecipient 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 was hired 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 and Provider Relations Manager on 10n reflects the date that these positions were originally staffed.

Regarding Section 10t, the matching fund expenditures is greater than the proposed in-kind amounts in the categories of Travel and Materials / Supplies. This is due to identification of additional sources of in-kind match as the program evolves. We will be submitting a budget revision request in 2012 and will include amendments to sources of in-kind match.

Also regarding Section 10t, the Federal Funds Expended exceeds the amount of Federal Funds Granted for "Other." As the program evolves, we better understand the budget needs in various categories, and as aforementioned, we will be submitting a budget revision request in 2012 to reallocate funds accordingly.

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)

06-14-2012