

U.S. DEPARTMENT OF COMMERCE

Performance Progress Report

2. Award Or Grant Number

56-50-M09016

4. Report Date (MM/DD/YYYY)

12-20-2011

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:

12-31-2011

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

LinkAMERICA reaches out to all known providers in each collection round to encourage their participation in the program. Data collected for the Round 4 Data Collection was submitted on schedule to National Telecommunications and Information Administration (NTIA) on October 1, 2011. The provider information below is current as of that submission date. The following providers have declined to participate in the SBDD program to date:

- ** Lariat.net: Telephone/email discussions to encourage participation. Status: Declined. Will try again in Round 5
- ** Jackson Hole CompuNet: Telephone/email discussions to encourage participation. Status: Declined. Will try again in Round 5
- ** Wyoming Internet Resources: Telephone/email discussions to encourage participation. Status: Declined. Will try again in Round 5

The following providers have not officially declined to participate but they have not provided coverage/speed data to date. We have submitted estimated data on their behalf when possible. We will continue to reach out to them to encourage participation.

- **Cams
- **Microserv Telecomputing
- **Collins Communications
- **Communicomm
- **Star Valley Wireless (SVWI)
- **ToNgue River Cable TV, Inc.
- **Champion Cable
- **Wamsutter.us
- **Wyoming Wireless Internet
- **KDIS.Net
- **FasciNation
- **Myvocom
- **Extreme Highspeed
- **Sundance Wireless

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/processing team continues to follow procedures that are common to the four LinkAMERICA state projects. Provider and Community Anchor Institutions (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 the general public's input via location-specific feedback mechanisms on the state interactive map (discussed below in the verification section).

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

Verification procedures are consistent from round to round, although improvements are made as new processes are identified. These four main verification procedures are listed below.

**** 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. An example would be the comparison of an Incumbent Local Exchange Carrier's (ILEC) 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. In Q3 2011 LinkAMERICA began providing check maps to providers in PDF and Google Earth format. The Google Earth option allowed providers to update coverage boundaries directly within the check map file itself. This option provides a useful tool to participating providers and it is our intent to continue this practice.

**** 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.

**** Consumer Feedback/Verification:** The LinkWYOMING interactive map contains a user feedback mechanism that identifies the precise coordinates of each point of feedback. As user feedback is collected, we are able to identify and investigate areas where consumer feedback is in conflict with provider data. In Q4 2011 this feature was enhanced allowing the feedback to be viewed as a display layer on the interactive map.

10g. Have you initiated verification activities? Yes No

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

In all four LinkAMERICA states, the above activities are performed in each data collection round. In Q4 2011 a consumer feedback layer was added to the LinkWYOMING interactive map. This layer publicly displays the results from user feedback submissions and incorporates speed testing into the feedback form. These enhancements provide a greater opportunity to identify and investigate areas where consumer and provider data conflicts.

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

The verification activities above have been performed on all previous rounds. In the future, verification will be enhanced as follows:

**** Improved user feedback form and display layer:** As mentioned above, a new display layer was added to the state interactive map to display the location of user feedback points, offering outside verification of provider claims. The feature was released to the public in October 2011.

**** 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. This work commences 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. This work commences in 2012.

Staffing

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

An analysis of actual hours worked in Q4 2011 shows that the project resulted in 0.59 FTE jobs created/retained at the Sub Recipient level for the quarter. An additional 0.45 FTEs were created/retained at the Prime Recipient level for a grand total of 1.04 FTEs.

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

This project is currently fully staffed.

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

At fully staffed capacity, we expect to create or retain between 1.5 and 1.7 FTEs. Please see 11L for further comments regarding staffing.

10n. Staffing Table			
Job Title	FTE %	Date of Hire	
Sub Recipient CEO - Supervisory Role	1	11/01/2009	
Sub Recipient Project Director	9	11/01/2009	
Sub Recipient Project Manager	27	09/05/2011	
Sub Recipient GIS Director	7	11/01/2009	
Sub Recipient Internal System Support/Architecture	3	11/01/2009	
Sub Recipient Provider Relations Manager	12	11/01/2009	
Prime Recipient Executive Director	7	11/01/2009	
Prime Recipient Operations Manager	17	11/01/2009	
Prime Recipient Contracts Coordinator	1	11/01/2009	
Prime Recipient Project Manager	18	11/01/2009	
Consulting	2	07/01/2011	

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
To Be Determined	Statewide Broadband Coordinator	Y	N	11/01/2011	10/31/2014	347,699	69,540
To Be Determined	Monitoring and Evaluation of Capacity Building Efforts	N	N	12/15/2011	10/31/2014	152,992	56,623
Wyoming Business Council	Capacity Building Partner	N	N	12/15/2011	10/31/2014	157,072	84,541
VISIONTECH360	Capacity Building	N	N	11/01/2011	10/31/2014	188,743	15,099
Fedarra	Federal Reporting	N	N	04/01/2011	10/31/2014	7,578	0

Funding

10p. How much Federal funding has been expended as of the end of the last quarter? \$1,525,872 10q. How much Remains? \$2,627,961

10r. How much matching funds have been expended as of the end of last quarter? \$448,235 10s. How much Remains? \$590,229

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	\$55,350	\$169	\$55,519
Personnel Fringe Benefits	\$86,724	\$7,682	\$94,406	\$11,360	\$36	\$11,396
Travel	\$17,920	\$0	\$17,920	\$2,988	\$1,060	\$4,048

Mapping Budget Element	Federal Funds Granted	Proposed In-Kind	Total Budget	Federal Funds Expended	Matching Funds Expended	Total Funds Expended
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Materials / Supplies	\$4,968	\$0	\$4,968	\$93	\$244	\$337
Subcontracts Total	\$3,541,425	\$727,044	\$4,268,469	\$1,402,877	\$430,598	\$1,833,475
Subcontract #1	\$2,687,341	\$501,241	\$3,188,582	\$1,398,491	\$430,598	\$1,829,089
Subcontract #2	\$347,699	\$69,540	\$417,239	\$0	\$0	\$0
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	\$4,386	\$0	\$4,386
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$30,081	\$0	\$30,081	\$33,374	\$0	\$33,374
Total Direct Costs	\$4,028,013	\$944,811	\$4,972,824	\$1,506,042	\$432,107	\$1,938,149
Total Indirect Costs	\$125,820	\$93,653	\$219,473	\$19,830	\$16,128	\$35,958
Total Costs	\$4,153,833	\$1,038,464	\$5,192,297	\$1,525,872	\$448,235	\$1,974,107
% Of Total	80	20	100	77	23	100

Hardware / Software

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

10v. If yes, please list

Laptop computer and software for Sub Recipient Project Manager (Wyoming allocated portion): \$352.78

Laptop computer and software for Sub Recipient Vendor Relations Manager (Wyoming allocated portion): \$339.48

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 the hardware the cost for the software alone would have been \$1000 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

We will be executing a contract in Q1-2012 for a statewide broadband coordinator who will need to acquire a computer or laptop to this project. Equipment/software funds were approved in Q3-2011 in our detailed supplemental project plan to purchase equipment for this position.

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

10y. If yes, please list

**American Roamer: Market area boundary and speed data on mobile cellular providers - \$5147

**Media Prints: Cable franchise boundary database - \$500

**ExchangeInfo: Legal exchange area boundary database for Incumbent Local Exchange Carriers - \$3805

The above data sets were purchased for validation purposes in years 1 & 2. LinkAMERICA anticipates purchasing updates for these data sets in January 2012 for validation purposes in year 3.

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

10aa. If yes, please list

**Round 4 Data Collection: Data collected for Round 4 was submitted to NTIA on schedule on October 1. Status: Complete .

**Check-maps were created for participating providers in December 2011 in preparation of the Round 5 Data Collection. Status: Complete.

10bb. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing
LinkAMERICA found that many providers had difficulty with the transition to 2010 Census vintage in Round 4. The move to the new Census vintage resulted in a significant change in block counts in the LinkAMERICA states and was reflected on the view of provider coverage on the interactive state map. As the National Broadband Map (NBM) still reflects data using 2000 Census Vintage providers

were confused about why their data was shown differently on the two maps. We communicated the issue to providers and will field questions as they arise. Additionally, we continue to encounter difficulty in reconciling reported provider speeds with the NTIA speed range parameters. We have identified providers that have submitted data that fall outside of the parameters provided by NTIA are working with them to get better data for Round 5.

10cc. Please provide any other information that you think would be useful to NTIA as it assesses your Broadband Mapping Project Providers continue to be frustrated in the lag time between data collection and posting to the NBM and question the value of maps with such dated information. They are concerned that consumers won't be properly informed on their most recent efforts to expand broadband coverage. We encourage NTIA to make map updates a priority after each data submission round. Additionally, sufficient time and instruction are needed before changes to the format and/or type of data being requested, for a collection period, is communicated to the provider community. Asking for changes just prior to a collection period creates frustration for the provider community and makes it more difficult to collect the necessary information.

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

Planning activities:

**Key Stakeholder Interviews: Identify and interview influential cross-disciplinary stakeholders within the state to determine most critical barriers to broadband expansion and adoption - Due: June 2010 - Status: Complete (Yr 1)

**Publish Initial Broadband Vision Summary - publish draft, review with stakeholders and state, and then finalize summary report of emerging state broadband priorities - Due Date: August 2010 - Status: Complete (Yr 1)

**Wyoming Consumer Broadband Survey - a statistically significant study of consumer internet usage and attitudes to help direct broadband planning - Due Date: December 2010 - Status: Complete

**Facilitate Regional Planning Teams: Divide the state into appropriate regions and recruit local stakeholders and other in-state partners to draft regionally specific broadband development plans - Due Date: January 2010 - Status: Complete

**Recruit in-state sponsor: identify and formalize relationship with in-state entity to assist in deployment of regional plans throughout the state in years 3-5 and beyond. Status: Completed (the State of Wyoming Office of the CIO has agreed to assume this responsibility).

**Publish Regional Broadband Investment Plans: Work with RPTs to identify most productive short-term activities to expand broadband access and adoption in each region. Document steps to implement those activities and release final report to the public, Due Date: Q4 2011. Status: Complete.

**Continued development of prototype designs for adoption and use outreach and engagement modules. Status: Complete.

11b. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing

The Planning team did not experience any significant challenges or obstacles in Q4 2011. The process continues to move forward on schedule in all seven Wyoming regions.

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

We do not anticipate changes to the project plans for the remainder of any planning activities or the supplemental Capacity Building efforts to be conducted in Years 3-5.

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

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

11i. Planning Worksheet						
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?

Wyoming's Detailed Project Plan was submitted to NTIA in Q3 and has since been approved. Below is a summary of the key elements for Capacity Building:

- **Establish Wyoming Statewide Broadband Coordinator (EdLab contractor to be housed at and work under the operational control of the OCIO). Due Date YR 3 Q1
- **Refine Joint Partner Capacity Building Work plan. Due Date YR 3 Q1
- **Develop and Deploy Initial M&E data collection tools. Due Date YR 3 Q2
- **Deliver first interim M&E report. Due Date YR 3 Q3
- **First State Broadband Summit. Due Date YR 3 Q4
- **Design initial broadband capacity building training content and delivery plan. Due Date YR 4 Q1
- **Expand capacity training portfolio. Due Date YR 4 Q2
- **Prepare initial report on broadband investment and social economic impact. Due Date YR 4 Q3
- **Prepare second interim Monitoring and Evaluation report. Due Date YR 4 Q3
- **Comprehensive Technical Review of M&E processes. Due Date YR 4 Q4
- **Implement capacity building training in support of M&E field data collection, utilization of results and other related issues. Due Date YR 4 Q4
- **Second annual broadband summit. Due Date YR 4 Q4
- **Prepare and launch additional targeted capacity building training, as needed. Due Date YR 5 Q1
- **Enhance M&E data and processes, as needed. Due Date YR 5 Q1
- **Final M&E data collection update. Due Date YR 5 Q2
- **Prepare Final Report. Due Date YR 5 Q3
- **Transfer Wyoming specific tools to in-state partners. Due Date YR 5 Q3

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

No challenges have yet been encountered in promoting program goals.

11l. Please provide any other information that you think would be useful to NTIA as it assesses your Broadband Mapping Project
 A change in staffing occurred in Q3 2011 with the 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.

CostQuest Associates submitted their audit to EdLab Group for review. EdLab Group has worked with CostQuest Associates to ensure the deficiencies identified by the auditor have been remedied. Per federal regulations, the audit was submitted to the Office of Inspector General and the Department of Commerce on June 30, 2011, and has since been accepted.

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)

01-30-2012