

U.S. DEPARTMENT OF COMMERCE

Performance Progress Report

2. Award Or Grant Number
24-50-M09019

4. Report Date (MM/DD/YYYY)
07/29/2010

1. Recipient Name
Maryland Broadband Cooperative, Inc.

6. Designated Entity On Behalf Of:
Maryland

3. Street Address
212 West Main Street, Suite 307

8. Final Report? Yes No
9. Report Frequency
 Quarterly
 Semi Annual
 Annual
 Final

5. City, State, Zip Code
Salisbury, Maryland 21801

7. Project / Grant Period
Start Date: (MM/DD/YYYY)
11/09/2009

7a. End Date: (MM/DD/YYYY)
10/30/2014

8. Reporting Period End Date:
(MM/DD/YYYY)
06/30/2010

9a. If Other, please describe:

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
104	104	21	1	38	33

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

We have had generally excellent support, especially from the larger providers. However, there have been notable exceptions amongst the others. Some have been utterly unresponsive. We continue to make attempts to contact them. There are other providers (Resellers) that have responded by saying that because they are not facilities based they have no reporting responsibility in our state effort or, that because of NDA's with the ILEC, they are unable to report data even if they thought it advantageous to do so. The following 11 providers have flatly refused to participate, despite every effort on our part: Airespring, Atlantech, BullsEye, CONXX, Eventis, LightEdge, Metropolitan Telecommunications, Qwest, Southwest Wireless, Telovations, and Transbeam.

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

We are not at this time attempting to collect data through other means.

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

We have implemented a variety of verification and validation techniques. At the outset, we have created individual record based metadata fields that capture source characteristics as well as verification and validation tests performed. We are using an index of confidence ranging from "Very Confident" to "Not at All Confident" for both presence validation as well as attribute validation. The confidence index is assigned based on a) the source and original form of the provider data, b) the number of different tests we can apply to the data and c) the results of those tests.

Validation tests include logical consistency of attributes, spatial logic tests, adjacency tests, spatial consistency tests, and comparisons between datasets.

Verification tests include historical speed test sample points, a custom speed test application linked to mailing addresses and survey results, an email marketing campaign to state university employees as well as a commercially-available email distribution list, a feedback process between MBBMI and each provider, provider website searches to verify reported wired service areas, and field verification of reported wireless service areas.

10g. Have you initiated verification activities? Yes No

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

Verification of wired service areas has been conducted for all providers that have a searchable website application. Statistics have been compiled that indicate two types of error: 1) census blocks reported as served however when searched, the census block is not able to be verified 2) census blocks not reported as served but verified as served through the provider website.

We have begun wireless verification using a state-wide systematic grid of addresses. We are accomplishing this through the use of QoS Solutions (<http://qos-solutions.com/>) software running on mobile devices from each of the four mobile carriers in Maryland. Cellular phones and service plans representing wireless providers that submitted service areas have been purchased and field teams are collecting service availability information for each of 1472 sample points across the state.

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

Staffing

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

For 2Q 2010 we are reporting 7.25 FTEs created or retained using ARRA funds. We believe this figure represents maximum full staffing for the project. We expect some seasonal fluctuation during the summer and a gradual reduction in full time staffing as the project moves into a maintenance mode. However, in the event that NTIA approves our grant requests for State Broadband Capacity Building and to perform Addressing work as part of the Amended Proposal, it is possible this figure will adjust again.

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

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

7.25

10n. Staffing Table

Job Title	FTE %	Date of Hire
GIS Manager	75	11/09/2009
Senior GIS Analyst	100	12/01/2009
GIS Analyst	100	11/09/2009
GIS Specialist	100	11/09/2009
IT Tech/Specialist/Web	70	11/09/2009
Programmer	60	11/09/2009
Project Manager	80	11/09/2009
Director	60	11/09/2009
Writer/Research Assistant	80	11/09/2009

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
Salisbury University	Overall project technical lead, provide all GIS services, Broadband demand forecasting.	N	Y	11/01/2009	02/04/2013	\$502,832	\$0
Towson University	Support data development, verification and application development	N	Y	11/01/2009	10/30/2011	\$631,842	\$0
TCC-LSE	Broadband Planning coordination and management in the 4 counties of the Lower Eastern Shore.	N	Y	11/01/2009	10/30/2012	\$94,869	\$0

Funding

10p. How much Federal funding has been expended as of the end of the last quarter? \$334,706 10q. How much Remains? \$1,187,685

10r. How much matching funds have been expended as of the end of last quarter? \$178,245 10s. How much Remains? \$326,246

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	\$58,930	\$13,037	\$71,967	\$24,599	\$10,779	\$35,378
Personnel Fringe Benefits	\$23,572	\$4,316	\$27,888	\$9,840	\$3,540	\$13,380
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$70,000	\$70,811	\$140,811	\$25,828	\$35,405	\$61,233
Materials / Supplies	\$55,916	\$0	\$55,916	\$33,737	\$0	\$33,737
Subcontracts Total	\$1,134,674	\$0	\$1,134,674	\$235,477	\$0	\$235,477
Subcontract #1	\$502,832	\$0	\$502,832	\$100,760	\$0	\$100,760
Subcontract #2	\$631,842	\$0	\$631,842	\$112,046	\$0	\$112,046
Subcontract #3						
Subcontract #4						
Subcontract #5						
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$179,299	\$416,327	\$595,626	\$5,226	\$128,521	\$133,746
Total Direct Costs	\$1,522,391	\$0	\$1,522,391	\$334,706	\$178,245	\$512,951
Total Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs	\$1,522,391	\$504,491	\$2,026,882	\$334,706	\$178,245	\$512,951
% Of Total	75.11	24.89	100.00	21.99	35.33	25.31

Hardware / Software

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

10v. If yes, please list

We purchased the Dell Workstation and the ESRI ArcInfo Software in a previous quarter. There were no additional software/hardware purchases in the second quarter.

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

We have not purchased the servers, licenses or additional storage, because the project schedule does not call for their acquisition as yet.

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

10y. If yes, please list

We had originally planned to purchase wireless coverage areas from a vendor. We have not purchased that and do not plan to as we are set to receive that information from the providers themselves. We have purchased other datasets that we didn't realize that we would need when the proposal was submitted. One example is the Maryland Property View dataset which provides a centroid location for every property in Maryland. This is to aid in the accuracy of our geocoding and assigning end users to the correct block. We have also purchased historical speed test sample information for the state of Maryland in 2009.

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

10aa. If yes, please list

10bb. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing
The biggest obstacle we face, besides non-compliance by some facilities-based broadband service providers, is the ability to verify data accuracy and completeness when that data has, by design, only one source. Any data verification effort is going to be an attempt at a rough approximation of what is verified and what is not, unless you can work with the providers directly. They are, after all, the only real source of this data. However, the data validation and verification process listed above will attempt to overcome this obstacle by triangulating the data accuracy and completeness in many indirect ways, thus gaining a good sense of data confidence, or not. Collecting community anchor data has presented two obstacles. 1) Confirming participation is often problematic because many community anchor institutions do not feel comfortable providing the requested data. This is the lesser obstacle, as the team strategy is to communicate the purpose and value of participating in the project. 2) We are often unable to identify the contact that has access to the requested data. This is the larger obstacle due to the specific technical nature of the information we are seeking, and the large number of facilities we are targeting for data collection. Our revised strategy has been to identify a governing body or coordinating entity for a group of related community anchors versus directly contacting individual facilities. Examples include using the information technology office that supports State facilities, and contacting County-level IT or GIS coordinators and requesting the required data for all of the community anchors that are under their purview.

10cc. Please provide any other information that you think would be useful to NTIA as it assesses your Broadband Mapping Project
On July 20th the MBBMI hosted a Broadband Provider Summit at Towson University. This event provided an excellent opportunity to personalize the relationship between the team and the providers, allowed the providers view Maryland's interactive broadband map which is going live in August, and to privately review with a team member how each provider's data will be displayed and available on the map. It was a tremendously successful event. Indeed, upon seeing the potential marketing capability of the interactive map, two of the larger providers in the state commented that they would reconsider their prior policy and may submit address-level data in the future.

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

Completed:

- Initial Meetings with Regional Council Leadership
- Format Design for the Stakeholder Meetings
- Format Design for the Summit Meetings (General Public Meeting)
- First Stakeholder Meeting for Southern Maryland
- First Stakeholder Meetings for Lower and Upper Eastern Shore Scheduled
- Second Stakeholder Meeting for Southern Maryland Scheduled
- First General Public Meeting for Southern Maryland Scheduled
- First General Public Meeting for The Lower and Upper Eastern Shore Scheduled
- Second Stakeholder Meetings for Lower and Upper Eastern Shore Scheduled
- Third Stakeholder Meeting for Southern Maryland Scheduled
- First Stakeholder Meeting for Western Maryland POSTPONED to September
- First General Public Meeting for Western Maryland POSTPONED to September
- The All-Region Online Survey of Stakeholders POSTPONED to September

Next Three Months:

- First Stakeholder Meeting for Western Maryland will take place in September
- First General Public Meeting for Western Maryland will take place in September
- The All-Region Online Survey of Stakeholders will be administered in September/October
- Second General Public Meeting for Southern Maryland will take place in September
- Second General Public Meeting for Lower and Upper Eastern Shore will be Scheduled

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

No major challenges. Continued delays in Western Maryland are causing a 30-45 day delay in the online survey administration. Latest indications are that key Western Maryland activities will be completed in September.

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

No changes (other than minor scheduling adjustments) planned at this time.

Funding

11e. How much Federal funding has been expended as of the end of the last quarter? \$24,191

11f. How much Remains? \$454,500

11g. How much matching funds have been expended as of the end of last quarter? \$0

11h. How much Remains? \$0

11i. Planning Worksheet

Planning Budget Element	Federal Funds Granted	Proposed In-Kind	Total Budget	Federal Funds Expended	Matching Funds Expended	Total Funds Expended
Personal Salaries	\$52,545	\$0	\$52,545	\$11,708	\$0	\$11,708
Personnel Fringe Benefits	\$21,018	\$0	\$21,018	\$4,683	\$0	\$4,683
Travel	\$4,965	\$0	\$4,965	\$369	\$0	\$369
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Materials / Supplies	\$6,620	\$0	\$6,620	\$0	\$0	\$0
Subcontracts Total	\$385,113	\$0	\$385,113	\$6,743	\$0	\$6,743
Subcontract #1	\$94,869	\$0	\$94,869	\$6,743	\$0	\$6,743
Subcontract #2	\$87,311	\$0	\$87,311	\$0	\$0	\$0
Subcontract #3	\$113,069	\$0	\$113,069	\$0	\$0	\$0
Subcontract #4	\$71,613	\$0	\$71,613	\$0	\$0	\$0
Subcontract #5	\$8,251	\$0	\$8,251	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$18,430	\$0	\$18,430	\$689	\$0	\$689
Total Direct Costs	\$478,691	\$0	\$478,691	\$24,191	\$0	\$24,191
Total Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs	\$478,691	\$0	\$478,691	\$24,191	\$0	\$24,191
% Of Total	100	0	100	5.05	0	5.05

Additional Planning Information

11j. Are there any additional project milestones or information that has not been included?

No

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

None at this time.

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

None at this time.

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

W. PATRICK MITCHELL

PRESIDENT & CEO

12b. Signature of Authorized Certifying Official



12c. Telephone
(area code, number, and extension)

410-341-6322 x12

12d. Email Address

pmitchell@mdbc.us

12e. Date Report Submitted
(Month, Day, Year)

07/30/2010

Performance Progress Report
OMB Approval Number: 0660-0034
Expiration Date: 08/31/2010