	U.S. DEPARTMENT OF COMMERCE	**2. Award or Grant Number**
		25-50-M09017
	Performance Progress Report	**4. Report Date (MM/DD/YYYY)**
		10-04-2012

1. Recipient Name	**6. Reporting Period End Date:**
Massachusetts Tech. Park Corporation dba MTC	09-30-2012

3. Street Address

75 North Drive,

5. City, State, Zip Code

Westborough, MA 01581

7a. Project / Grant Period Start Date: (MM/DD/YYYY)	**7b. End Date: (MM/DD/YYYY)**	**8. Designated Entity on Behalf of:**
11-01-2009	10-30-2014	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	N/A	3,415,604	1,588,623	47
2	Other	Original Planning Grant	500,000	450,123	90
3	Address File	Massachusetts Veterans Portal	243,500	9,653	4
4	Application Usage and Development	Massachusetts Veterans Portal	998,452	715,835	72
5	Ownership and Adoption	CDCs Helping Small Businesses and Nonprofits	1,004,998	132,078	13

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.

Although the project is currently fully staffed and all MTC staff positions have been filled, they do not always operate at a full time equivalent on this project due to the activity and timelines required for the project. MTC's vendors and sub-recipients are utilized based on the needs of the project and will vary quarter to quarter.

10b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
MBI Director	1	Data Collection	No Change
MBI Director	1	Application Usage and Development	No Change

MBI Director	1	Ownership and Adoption	No Change
MBI Deputy Director	14	Data Collection	No Change
MBI Deputy Director	9	Application Usage and Development	No Change
MBI Deputy Director	3	Ownership and Adoption	No Change
GIS Manager	95	Data Collection	No Change
GIS Analyst 1	71	Data Collection	No Change
GIS Analyst 2	83	Data Collection	No Change
Community Manager	66	Application Usage and Development	No Change
Project Coordinator	23	Ownership and Adoption	No Change
Project Coordinator	15	Application Usage and Development	No Change
Project Coordinator	1	Data Collection	No Change
Project Coordinator	6	Address File	No Change
Veterans Portal Project Manager	1	Application Usage and Development	No Change
Outreach Manager	2	Application Usage and Development	No Change
GIS Intern	55	Data Collection	No Change
Intern	12	Data Collection	No Change
Intern	20	Application Usage and Development	No Change
Federal Compliance Analyst	16	Data Collection	No Change
Administrative Assistant	3	Application Usage and Development	No Change

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11. Subcontracts (Vendors and Subrecipients)

11a. Subcontracts Table - Include all subcontractors. The totals from this table equal the "Subcontractor Total" for the Program Budget Worksheet (Q. 12, Column 2, 3, and 4)

Name	Subcontract Purpose	Type (Vendor/Subrec)	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)	
WesternMA Connect, Inc.	Other	Subrecipient	No	Yes	11/01/2009	06/30/2012	275,000	80,000	Planning	78

WesterMA Connect, Inc.	Data Collection	Subrecipient	No	Yes	07/29/2010	12/31/2012	100,000	0	Data Collection	22
BNC Consulting (George Brodeur)	Other	Subrecipient	Yes	Yes	12/01/2009	06/30/2012	75,000	0	Planning	50
BNC Consulting (George Brodeur)	Data Collection	Subrecipient	Yes	Yes	12/01/2009	06/30/2012	76,375	0	Data Collection	50
Deloitte and Touche	Data Collection	Vendor	Yes	Yes	11/01/2009	06/30/2012	42,500	0	Data Collection	100
Applied Geographics	Data Collection	Vendor	Yes	Yes	06/14/2010	06/30/2012	195,718	0	Data Collection	56
Applied Geographics	Address File	Vendor	Yes	Yes	09/05/2012	06/13/2013	153,629	0	Address File	44
BYO Consulting	Application Usage and	Vendor	Yes	Yes	01/19/2011	04/30/2012	52,312	26,312	Veterans Porta	100
Gopi Bala	Application Usage and	Vendor	Yes	Yes	09/23/2011	02/28/2013	339,782	30,137	Veterans Porta	100
Communications Media Advisors	Other	Vendor	Yes	Yes	08/01/2011	11/30/2012	100,000	54,000	Planning	95
Communications Media Advisors	Other	Vendor	Yes	Yes	11/01/2009	12/31/2012	5,485	0	Data Collection	500%
Cambridge Strategic Management Consultants	Other	Vendor	Yes	Yes	08/27/2011	06/30/2012	50,000	0	Planning	100
Dorchester Bay Economic Development Corporation	Ownership and Adopt	Subrecipient	Yes	Yes	06/27/2012	04/30/2014	150,000	37,500	CDCs Helping	100
Community Economic Development Center of Southeastern MA	Ownership and Adopt	Subrecipient	Yes	Yes	06/13/2012	04/30/2014	150,000	37,500	CDCs Helping	100
Pittsfield Economic Revitalization Corporation	Ownership and Adopt	Subrecipient	Yes	Yes	06/22/2012	04/30/2014	150,000	37,500	CDCs Helping	100
Quabog Valley Community Development Corporation	Ownership and Adopt	Subrecipient	Yes	Yes	06/20/2012	04/30/2014	150,000	37,500	CDCs Helping	100
Red Sox Foundation and Mass General Hospital Home Base Program	Application Usage and	Vendor	No	No	01/01/2011	12/31/2013	0	79,412	Application Usa	100
Veteran's Services Officers	Application Usage and	Vendor	No	No	01/01/2011	12/31/2013	0	55,554	Appliation Usag	100
MA Department of Veterans' Services	Application Usage and	Vendor	No	No	01/01/2011	12/31/2013	0	250,000	Application Usa	100

Aggregate of Other Data Collection Subcontractors Under $25K	Data Collection	Vendor	Yes	Yes	05/01/2010	12/31/2013	15,687	0	Data Collection	100
Aggregate Ownership and Adoption Subcontractors Under $25K	Ownership and Adopt	Vendor	Yes	Yes	06/01/2010	12/31/2010	156	0	Ownership and	100
Aggregate Application Usage and Development Subcontractors Under $25K	Application Usage and	Vendor	Yes	Yes	06/01/2010	12/31/2013	6,901	5,140	Application Usa	100
Unallocated Data Collection Funds	Data Collection	Vendor	No	No	11/01/2009	12/31/2014	252,950	0	Data Collection	100
Unallocated Application Usage and Development Funds	Application Usage and	Vendor	No	No	01/01/2011	01/01/2011	93,505	0	Application Usa	100
MassGIS	Data Collection	Vendor	No	No	11/01/2009	12/31/2012	0	41,314	Data Collection	100

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

None at this time.

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	$1,144,848	$57,408	$1,202,256	$638,045	$10,870	$648,915
Personnel Fringe Benefits	$403,312	$20,234	$423,546	$218,200	$3,706	$221,906
Travel	$26,400	$0	$26,400	$0	$0	$0
Equipment	$58,470	$8,930	$67,400	$23,304	$8,930	$32,234
Materials / Supplies	$24,500	$0	$24,500	$16,091	$0	$16,091
Subcontracts Total	$2,435,000	$771,869	$3,206,869	$1,206,160	$505,108	$1,711,268
Construction	$0	$0	$0	$0	$0	$0
Other	$857,884	$757,687	$1,615,571	$145,063	$851,580	$996,643

Project Budget Element	Federal Funds Awarded	Approved Matching Funds	Total Budget	Federal Funds Expended	Approved Matching Funds Expended	Total Funds Expended
Total Direct Costs	$4,950,414	$1,616,128	$6,566,542	$2,246,863	$1,380,194	$3,627,057
Total Indirect Costs	$1,212,140	$61,194	$1,273,334	$649,449	$11,304	$660,753
Total Costs	$6,162,554	$1,677,322	$7,839,876	$2,896,312	$1,391,498	$4,287,810
% of Total	79	21	100	68	32	100

13. Hardware / Software

13a. List any hardware/software purchased during this reporting period.

One ESRI ArcGIS for Server Basic Workgroup license was purchased for $4,250 to upgrade the geodatabase to enable multi-user editing and archiving.

13b. **Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.**

Replacement workstations will be purchased as the existing workstations reach their planned replacement dates.

14. SBI PPR Project Attachment (Skip question 14b if Data Collection is your only project).

14a. Complete a SBI PPR Project Data Collection Attachment and attach it to the PPR.

14b. Complete a SBI PPR Attachment for each additional funded project and attach it to the PPR.

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	15c. Telephone (area code, number, and extension)
Cynthia Gaines	508-870-0312 X1225
GIS Project Manager	15d. Email Address gaines@masstech.org
15b. Signature of Authorized Certifying Official	15e. Date Report Submitted (MM/DD/YYYY)
Submitted Electronically	12-07-2012