



## Performance Report - State of Hawaii (DD)

|  |   |                                 |
|--|---|---------------------------------|
| Organization: State of Hawaii          | Program Type: Defense Industry Adjustment       | Project Type: State Grants      |
| GMS: Catherine Tiffner                 | PM: Sigmund Csicsery                            | Project Number : ST1603         |
| Grant Number: ST1603-16-01             | FAIN: HQ00051610178                             | Report Code: Quarterly          |
| Authorizing Official: (b)(6)           | Grant Start - End Date: 07/01/2016 - 12/31/2017 | Delegated Authority: (b)(6)     |
| Approved Amount: \$849,176.00          | Total Paid: \$388,190.00                        | Balance Remaining: \$375,666.00 |
| Obligated Federal Amount: \$763,856.00 | Deobligated Federal Amount: \$0.00              |                                 |

## Activity Details

|                                       |            |                                     |            |
|---------------------------------------|------------|-------------------------------------|------------|
| <b>Reporting Period:</b>              | 4          | <b>Date Due:</b>                    | 07/31/2017 |
| <b>Reporting Period Covered From:</b> | 04/01/2017 | <b>Reporting Period Covered To:</b> | 06/30/2017 |
| <b>Report Type:</b>                   | Quarterly  |                                     |            |

## Objectives and Accomplishments

### Compare actual accomplishments to the objectives established for the period.

- The original grant application indicated that March – June 2017 would be focused on deploying the website, collecting additional data, analyzing results and developing an action plan. However, in May 2017, the State requested and received a no cost extension on this grant to extend the period of performance to December 31, 2017. As such, the focus in March – June 2017 was to complete additional data analysis and refine the website, including infographics (extending what was referred to as Phase III, Deployment, in the original grant application). Below is a summary of the status of the tasks:
  - Analyze preliminary data. The analysis of the usaspending.gov data continues to be refined to reflect the contractor community. In order to mitigate the need to complete extensive data cleansing of company names in the usaspending.gov data set, we are incorporating the use of sam.gov data which reflects the company reported name for its DUNS number.
  - Improve methodology and tools. The tools being used for this project have been finalized to support ongoing maintenance. Specifically, WordPress is being used as the website software. A template (Divi) and plug in (Connections) are being used to provide website edits and directory functionality. Microsoft Power BI is being used to provide infographics.
  - Action planning. The data analysis is informing the development of an action plan. Based on the data analysis and information about the military's plans for Hawaii, we are beginning to identify areas of focus.
- A new Program Manager was recruited and hired. (b)(6) was approved by OEA to serve as the Key Person and Program Manager in June. (b)(6) will start work on July 16, 2017.
- There was a lag in the expensing of non-federal match in the financial report. We are changing our methodology (as proposed in the Reporting Period 3 report) and have been able to commit additional State financial resources to the project to ensure that we meet the matching requirement.
- (b)(6) participated in the OEA/CREC Supply Chain Learning Community Session in Denver in June 2017. This session was beneficial as it was allowed us to benchmark with similar programs in other jurisdictions and share lessons learned.

## Provide reasons for slippage if established objectives were not met.

With the approved period of performance extension request, all remaining tasks are on schedule and will be completed within the revised grant period of performance of December 31, 2017.

## Project Expenses

### Project Expenses

Provide an accounting of actual and projected quarterly expenditures by the budget line items approved in the grant. The amount of Federal cash on hand at the beginning and end of the reporting period must also be provided.

#### This Period and Cumulative

a. Federal Share of Expenditures \$61,415.50 \$449,604.81  
 b. Reimbursements requested: \$61,415.00 \$449,605.00  
 Reimbursements received to date: \$224,039.00 \$388,190.00  
 Reimbursements due: \$61,415.00 \$61,415.00  
 c. Cash Receipts: \$224,039.00 \$388,190.00  
 Cash Disbursements: \$ \$388,190.00  
 Cash on Hand: \$0.00 \$0.00

The accounting of the expenditures by budget line item is based on an accrual basis (State cash reimbursement):

- Personnel and Fringe expenses are through the 5/31/2017 pay period as the State pays payroll 2 weeks later than when incurred.
- Contractual service expenses are through 5/31/2017 as monthly invoices are due 30 days after the completion of a performance month.

The attached quarterly expenditure report is consistent with the State's Invoice #8, which reflects all expenses paid as of 6/30/2017.

Personnel expenses for the PM and PS were charged as non-federally funded expenses to ensure that the 10 percent requirement is met.

\*\*Note: Budget worksheet project details are not correct. Attached Q4\_HI\_OEA Performance\_Report\_Financials has the correct project expenses calculations.

| Category        | Approved - Federal | Approved - Nonfederal | Spent - Federal | Spent - Non-Federal | Cumulative Federal | Cumulative Non-Federal |
|-----------------|--------------------|-----------------------|-----------------|---------------------|--------------------|------------------------|
| Personnel       | \$140,000.00       | \$44,750.00           | \$0.00          | \$31,803.00         | \$23,326.15        | \$34,379.18            |
| Fringe Benefits | \$69,356.00        | \$22,169.15           | \$0.00          | \$15,755.00         | \$11,555.37        | \$17,031.84            |
| Travel          | \$4,900.00         | \$0.00                | \$0.00          | \$3,472.00          | \$0.00             | \$3,472.00             |
| Equipment       | \$0.00             | \$0.00                | \$0.00          | \$0.00              | \$0.00             | \$0.00                 |
| Supplies        | \$2,400.00         | \$0.00                | \$0.00          | \$0.00              | \$0.00             | \$0.00                 |
| Other Costs     | \$0.00             | \$12,000.00           | \$0.00          | \$0.00              | \$0.00             | \$0.00                 |
| Contractual     | \$547,200.00       | \$0.00                | \$61,415.00     | \$0.00              | \$250,571.79       | \$0.00                 |
| Indirect Costs  | \$0.00             | \$0.00                | \$0.00          | \$0.00              | \$0.00             | \$0.00                 |

|             |              |             |             |             |              |             |
|-------------|--------------|-------------|-------------|-------------|--------------|-------------|
| Grand Total | \$763,856.00 | \$85,319.15 | \$61,415.00 | \$51,030.00 | \$285,453.31 | \$54,883.02 |
|-------------|--------------|-------------|-------------|-------------|--------------|-------------|

## Additional Information

### Provide additional pertinent information as appropriate.

1. FSRS. In the 12/31/2016 performance report, the State reported that the FSRS report could not be submitted. We are waiting for this issue to be resolved in order to submit the required report.
2. No new procurements have been conducted this reporting period.
3. State of Hawaii is continuing to comply with grant terms and conditions.

### Additional File Attachments

| #  | File Name   | Size  | Date             |
|----|---|-------|------------------|
| 1. | <a href="#">Q4 HI OEA Performance Report Financials.pdf</a> | 59 KB | 07/25/2017 20:37 |



## OEA Quarterly Grant Report

### Reporting Period Covered to 6/30/2017 State of Hawaii

Provide an accounting of actual and projected quarterly expenditures by budget line items approved grant. The amount of Federal cash on hand at the beginning and end of the reporting period must al

|                                  | This Period  | Cumulative   |
|----------------------------------|--------------|--------------|
| a. Federal Share of Expenditures | \$61,415.50  | \$449,604.81 |
| b. Reimbursements requested:     | \$61,415.00  | \$449,605.00 |
| Reimbursements received to date: | \$224,039.00 | \$388,190.00 |
| Reimbursements due:              | \$61,415.00  | \$61,415.00  |
| c. Cash Receipts:                | \$224,039.00 | \$388,190.00 |
| Cash Disbursements:              | \$0.00       | \$388,189.31 |
| Cash on Hand:                    | \$0.00       | \$0.00       |

#### Budget worksheet

| Category    | Approved - Federal | Approved Nonfederal | Spent - Federal (Q4) | Spent – Non-federal (Q4) | Cumulative Federal |
|-------------|--------------------|---------------------|----------------------|--------------------------|--------------------|
| Personnel   | 140,000            | 44,750.00           | 0.00                 | 31,802.62                | 55,261.15          |
| Fringe      | 69,356             | 22,169.15           | 0.00                 | 15,755.02                | 27,376.37          |
| Travel      | 4,900              | 0                   |                      | 3,472.33                 |                    |
| Equipment   | 0                  | 0                   |                      |                          |                    |
| Supplies    | 2,400              | 6,400.00            |                      |                          |                    |
| Other       | 0                  | 12,000.00           |                      |                          |                    |
| Contractual | 547,200            | 0                   | 61,415.50            |                          | 366,967.29         |
| Indirect    | 0                  | 0                   |                      |                          |                    |
| Total       | 763,856            | 85,319.15           | 61,415.50            | 51,029.97                | 449,604.81         |

