



## Caribbean Coastal Ocean Observing System, Inc.

Progress Report by November 30<sup>th</sup>, 2018

Award Number: NA16NOS0120026

“CARICOOS: Enhancing Coastal Intelligence for the US Caribbean”

Subaward Number: 2018-2019-005 – CARICOOS, Inc.

Period: June 1<sup>st</sup>, 2018 to November 30<sup>th</sup>, 2018

### Financial

During the period that covered from June 1, 2018 to September 30, 2018, we were working under a No Cost Extension for 2017-2018-001 Subaward Agreement. By the beginning of August our budget was already spent creating a net overbudget of \$18,558.26 by the end of the month.

We continued with our basic operations, using our indirect cost funds and limiting our expenses until November 10 when we received the transfer of funds corresponding to the project 2nd quarter of the subaward (September, October and November).

The following table (TABLE 1) represent the budget submitted and approved for all the quarters totaling \$593,680. Because we projected that we would be working under a no-cost extension (as we established previously) for the second year, no funds were requested for the first quarter (June to September). Then, the projection for the second quarter is \$296,293.



## TABLE 1 – BUDGET BY QUARTERS

TABLE 1



### Budget CARICOOS Inc.- by quarters - 2018-2019

		1st Quarter Jun-Aug	2nd Quarter Sep-Nov	3rd Quarter Dec-Feb	4th Quarter Mar-May	All Quarters	
<b>Personnel Service Contractual</b>							
Chairman Compensation	\$7,000	\$0	\$2,333	\$2,333	\$2,333	\$7,000	
Administrator (\$25/hr)	\$12,304	\$0	\$4,614	\$3,076	\$4,614	\$12,304	
H. Performance Computing Specialist (\$6,417/m)	\$46,500	\$0	\$15,500	\$15,500	\$15,500	\$46,500	
Administrative Assistant (\$15/hr)	\$20,250	\$0	\$6,750	\$6,750	\$6,750	\$20,250	
DMAC Coordinator (\$4,167/m)	\$37,500	\$0	\$12,500	\$12,500	\$12,500	\$37,500	
Inhouse web developer	\$7,500	\$0	\$2,500	\$2,500	\$2,500	\$7,500	
Scientific technician	\$17,500	\$0	\$5,833	\$5,833	\$5,833	\$17,500	
<b>Total Personnel</b>		\$148,554				\$148,554	
<b>Travel</b>							
All Travel	\$7,000	\$0	\$2,333	\$2,333	\$2,333	\$7,000	
<b>Total Travel</b>		\$7,000				\$7,000	
<b>Supplies</b>							
Glidens Supplies and Maintenance	\$8,000	\$0	\$2,667	\$2,667	\$2,667	\$8,000	
Office Supplies & Operations Materials	\$24,100	\$0	\$8,033	\$8,033	\$8,034	\$24,100	
<b>Total Supplies</b>		\$32,100				\$32,100	
<b>Contractual</b>							
Legal and Auditing Fees	\$8,000	\$0	\$2,667	\$2,667	\$2,667	\$8,000	
Web product development and maintenance	\$11,700	\$0	\$3,900	\$3,900	\$3,900	\$11,700	
Yearly buoy recovery and redeployment	\$70,000	\$0	\$70,000	\$0	\$0	\$70,000	
General Assembly Venue	\$32,000	\$0	\$0	\$0	\$32,000	\$32,000	
Customer discovery and dissemination Boaters APP	\$10,000	\$0	\$5,000	\$5,000	\$0	\$10,000	
USNCRMP-Time Series Sata Stewardship	\$13,000	\$0	\$13,000	\$0	\$0	\$13,000	
Beach APP and Boaters APP	\$31,810	\$0	\$0	\$31,810	\$0	\$31,810	
Ship/boat rental GLIDERS	\$78,000	\$0	\$39,000	\$39,000	\$0	\$78,000	
O&E Video GLIDERS	\$14,000	\$0	\$14,000	\$0	\$0	\$14,000	
<b>Total Contractual</b>		\$268,510				\$268,510	
<b>Other</b>							
NFRA IOOS Assoc_ Restricted Membership	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000	
Office maintenance & Utilities	\$9,000	\$0	\$3,000	\$3,000	\$3,000	\$9,000	
Board / Officers / Office Insurance	\$13,000	\$0	\$0	\$4,000	\$9,000	\$13,000	
Participant Support Costs	\$7,000	\$0	\$0	\$0	\$7,000	\$7,000	
Cloud Computing	\$26,000	\$0	\$26,000	\$0	\$0	\$26,000	
<b>Emergency Response (Special Award Cond. 5)</b>	<b>\$20,000.00</b>	\$0	\$20,000	\$0	\$0	<b>\$20,000</b>	
<b>Total Others</b>		\$85,000				\$85,000	
<b>Total Direct Costs</b>		\$541,164	\$0	\$269,630	\$150,902	\$120,631	\$541,164
<b>Modified Total Direct Costs for IC computation</b>		\$525,164	\$0	\$266,630	\$147,902	\$110,631	\$525,164
<b>Indirect Charges</b>		\$52,516	\$0	\$26,663	\$14,790	\$11,063	\$52,516
<b>GRAND TOTAL</b>		<b>\$593,680</b>	\$0	<b>\$296,293</b>	<b>\$165,693</b>	<b>\$131,694</b>	<b>\$593,680</b>
<b>NOTE: INDIRECT COST PARTIAL OR TOTAL EXEMPTION</b>							
<b>Modified Total Direct Cost Calculation</b>	TDC	\$541,164					
	PART. SUPP.	-\$7,000					
	OFFICE RENT	-\$9,000					
	MTDC	\$525,164					

## Milestones Status:

- Secure vessels, materials and personnel required for the deployment and retrieval of gliders in the region, their maintenance and shipping when required.
  - We have some technical staff who already completed training for piloting and the proper handling of gliders and batteries. Also, we have some experienced sailors and their boats ready to deploy and retrieve the gliders on time.
- Providing administrative services required for organizational affairs and administration in compliance with applicable requirements and regulations.
  - We are in continuous review of the federal and state regulations for compliance
- Contract staff for data management (DMAC), HP Computing services and other leadership positions.
  - We have renewed the contracts of both
- Contract cloud computing services resources for data archival, operational modelling and web page operation.
  - We are in the process of contract Amazon Web Services for such a service. The contract will be annual.
- Contracting web page maintenance and upgrades.
  - We already contracted Candela Creative Group
- Manage the OTT initiative for reef data stewardship and publication as per MBON standards.
  - It is expected that the process will end before next summer.
- Contract customer discovery process towards identification of sea-state data products to be included in the CARICOOS Boat App and contract its development, delivery and publication.
  - We are in the process It is expected that by the end of December the necessary data will be available for the development of the Boat App.

- Contract office facilities for administrative and DMAC staff.
  - We have renewed the contract for office facilities
- Renew Board and Officers, Errors and Omissions and Commercial General Liabilities insurances
  - Such policies will expire next January. We are already in contact to renew them.
- Renew contract with legal counsel.
  - We have renewed the contract until May 2018
- Contract financial consulting services.
  - We are already in contact with a CPA firm for the audit of the financial statements.
- Host Board of Directors mid-term meetings and provide travel and participant support for Board members.
  - Next mid-term meeting will be place on January 2019. All travel expenses for the Board Members will be covered.
- Host Annual General Assembly and providing travel and participant support to officers and special guests.
  - It is expected that the annual assembly will be held at the beginning of May 2019, and we will provide travel and participant support form them.
- Participation of Chairman and selected officers in regional and extra-regional outreach meetings.
  - Both the Chairman and the Executive Director as well as some staff have been representing CARICOOS in Puerto Rico, USVI and USA in various scientific and community activities throughout the year.
- Contracting CARICOOS data buoy retrievals and redeployments as required.
  - The next retreival will be approximately in April, for which we will be making the contract.
- Revision of program re-scoping actions as required by IOOS.
  - In process

- Revision of progress reports and issuance of recommendations to CARICOOS researchers and sub-awardees.
  - In process
- Leading and assisting in the implementation of outreach and need assessment efforts and revision of high priority user needs to be addressed.
  - In process
- Oversight overall fiscal and performance of awards and subaward as to assure compliance with CARICOOS goals and objectives and applicable rules and regulations.
  - In process
- If required by IOOS under special award condition 5, support the deployment of personnel and equipment required for rapid response operations
  - We are ready to response
- Contract and manage the production of an educational video on the use of Autonomous Underwater Vehicles for monitoring upper ocean conditions, namely temperature and salinity structure, pertinent to hurricane intensity forecasts.
  - In process

**Other:**

- On the other hand, part of the objectives scheduled for the 2017-2018 project year were completed in the actual year 2018-2019, such as the presentation of the Beach App whose free launch to the IOs and Android platforms was last July.

