



## Caribbean Coastal Ocean Observing System, Inc.

Wednesday, December 16, 2020

Dr. Patricia Chardon  
Deputy & Technical Director  
CARICOOS – UPRM

Dear Patricia,

Please find enclosed the Mid Term Financial Progress Report corresponding to the period between June 1<sup>st</sup> to November 30<sup>th</sup>, 2020.

This mid-term report should cover the period between June 1<sup>st</sup> 2020 and November 30<sup>th</sup>, 2020 project year. During this period, we are working under a no cost extension that corresponds to the previous subaward (2019-2020-005 - June 1<sup>st</sup>, 2019 @ May 31<sup>st</sup>, 2020) resulting in an atypical report, given that the new subaward began on December 1<sup>st</sup>, 2019 (six months later).

This report refers to projected objectives for the corresponding period from June 1<sup>st</sup>, 2019 until May 31<sup>st</sup>, 2020 and not to the proposed objectives for the period June 1<sup>st</sup>, 2020 to May 31<sup>st</sup>, 2021 as it should be.

It is important to emphasize that the budget for the first quarter (June to August-2019) was received in December 2019. The second quarter (Sep to Nov-2019) was received on February 21, 2020. The third quarter (Dec-2019 to Feb-2020) was received on October 20, 2020.

Basically, we confronted a budget delay of almost a year.

On the other hand, this year we have suffered the onslaught of the global pandemic caused by the COVID-19 virus. This pandemic required a halt in all operations, to safeguard the health of our colleagues and students. After confirmation that the health and safety protocols were adequate, we proceeded to reinitialize work remotely. With some exceptions, face-to-face meetings were conducted taking all security measures and observing social distancing.



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Although the pandemic caused the cancellation and / or postponement of several programmed objectives, we accepted the challenge and have maintained ALL the essential services that CARICOOS provides to the community.

Attached table (EXHIBIT A) that summarizes the approved budget versus what was spent, according to the Expense Report for November, 2020:

## EXHIBIT A

Categories	Budget Transferred 3 qtrs total	Budget Spend	Budget Balance
Personnel	\$ 194,190	\$ 180,377	\$ 13,813
Travel	\$ 24,000	\$ 16,000	\$ 8,000
Materials	\$ 36,630	\$ 27,870	\$ 8,760
Legal & Auditing Fees	\$ 6,000	\$ 0	\$ 6,000
Web Prod Develop	\$ 37,950	\$ 23,250	\$ 14,700
Buoy Rec. & Repl.	\$55,000	\$ 22,081	\$ 32,919
General Assembly	\$ 35,000	\$ 5,000	\$ 30,000
Outreach & Educ.	\$ 8,500	\$ 1,693	\$ 6,807
Biology Matt Howard	\$ 6,818	\$ 5,013	\$ 1,805
ROP Workshops	\$ 17,500	\$ 0	\$ 17,500
Ship/Boat Rent - Gliders	\$ 45,000	\$ 12,847	\$ 32,153
IOOS Membership	\$ 9,000	\$ 18,000	\$ (9,000)
Office Maintenance & Utilities	\$ 6,750	\$ 3,300	\$ 3,450
Board/Officers & Office Insurances	\$ 14,000	\$ 13,699	\$ 301
Participant Support	\$ 5,250	\$ 0	\$ 5,250
Cloud Computing - Amazon	\$ 19,875	\$ 23,877	\$ (4,002)
Google Cloud	\$ 3,600	\$ 8,104	\$ (4,504)
Go-Daddy	\$ 190	\$ 203	\$ (13)
Digital Ocean	\$ 525	\$ 998	\$ (473)
Indirect Charges	\$ 51,378	\$ 35,901	\$ 15,477
<b>Total</b>	<b>\$ 577,156</b>	<b>\$ 398,213</b>	<b>\$ 178,943</b>

As can be deduced from Exhibit A, there were tasks that we were able complete while others could not be carried out, were postponed, or canceled:



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### MILESTONES / OBJECTIVES COMPLETED OR CONTINUED – BY BUDGET CATEGORIES

- 1) **Personnel** - All contractors continue to perform their tasks remotely – *continued*.
- 2) **Travel** - Some trips were conducted keeping safety protocols under control – *continued*.
- 3) **Supplies** - Very few materials have been purchased for the various projects: Sargassum, HFR and General Operations – *continued*.
- 4) **Contractual** – 67%, \$ 141,884 of the budgeted \$ 211,768 is available. Within this category the following objectives were completed or continued:
  - Web product development and maintenance – *continued*,
  - Outreach and Education videos and materials – *continued*,
  - Biology Matt Howard – *continued*,
  - Ship / boat rental – gliders -*completed* .
- 5) **Other** - Within this category the following objectives were completed or continued:
  - The caricoos.org website data in the cloud were safeguarded - *continued*,
  - Renew the policies for Errors & Omissions, Directors & Officers, and the commercial liability policies – *completed*,
  - Payment for rent and maintenance of CARICOOS Inc. office – *continued*,
  - Annual IOOS Membership renewal – *completed*
    - NOTE: The actual budget began on December 1, 2019 and one of the payments made was the membership for the year 2020. Being currently under an NCE coincides with the date of payment of the membership for the year 2021. For this reason you can perceive payments of \$ 18,000, \$ 9,000 (2020) and \$ 9,000 (2021).

### MILESTONES / OBJECTIVES POSPONED OR CANCELED – BY BUDGET CATEGORIES

- 1) **Contractual** - Within this category the following objectives were postponed or canceled:
  - Legal and Auditing Fees – *postponed*,
  - Yearly buoy recovery and replacement – *postponed*,
  - General Assembly – *canceled*,
  - ROP Workshops – *postponed*,
- 2) **Other** - Within this category the following objectives were postponed or canceled:
  - Participant Support – *canceled*



Caribbean Coastal Ocean Observing System, Inc.

by: Edwin Velez – Administrator - Treasurer  
CARICOOS Inc

approved by: Ruperto Chaparro - President  
CARICOOS Inc