

QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION

General Information

1. Federal Agency and Organizational Element to Which Report is Submitted Department of Commerce, National Telecommunications and Information Administration	2. Award Identification Number 27-43-B10515	3. DUNS Number 828185087
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4. Recipient Organization

 C. K. Blandin Foundation 100 N Pokegama Ave, Grand Rapids, MN 557442739

5. Current Reporting Period End Date (MM/DD/YYYY) 12-31-2011	6. Is this the last Report of the Award Period? <input type="radio"/> Yes <input checked="" type="radio"/> No
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7. Certification: I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purposes set forth in the award documents.

7a. Typed or Printed Name and Title of Certifying Official Mary Magnuson	7c. Telephone (area code, number and extension)
	7d. Email Address memagnuson@blandinfoundation.org

7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 02-13-2012
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Project Indicators (This Quarter)

1. Please describe significant project accomplishments completed during this quarter (600 words or less).

Milestones achieved in Q4 2011:
 Offered 3 webinars for Minnesota (MN) Intelligent Rural Communities (MIRC) partners; archived on the MIRC intranet site.
 Ongoing implementation and monitoring of 71 Demonstration Community projects.
 University of MN Extension (UME) held 49 training events involving 363 businesses, 36 technical assistance activities reaching 43 businesses, and 6 outreach events reaching 444 individuals. Additionally, UME produced 4 fact sheets (attached) on how Internet presence can help businesses.
 Approved two LightSpeed grants totaling \$84,081 to support public safety and entrepreneurship development.
 Approved two Robust Broadband Networks Feasibility Fund grants totaling \$64,500 to fund studies for FTTH networks. One of the studies is for a county-wide network, and the other is for a remote region made up of 9 townships in northeastern Minnesota.
 Approved two Digital Inclusion Community Partnership grants totaling \$42,726 to provide low-income people with computers, training and reduced cost broadband subscriptions.
 MN Department of Employment and Economic Development, in partnership with training sites across rural MN delivered 248 digital literacy programs to 805 participants. Training sites added 1440 hours of expanded access at 50 locations.
 MN Learning Commons knowledge worker course was delivered 5 times to 52 learners.
 PCs for People distributed 129 computers to qualified individuals. C. K. Blandin Foundation executed a new contract with PCs for People under MIRC to identify 10 rural Minnesota communities to hold collection, refurbishment and redistribution events (press release attached). The 10 communities have been identified.
 Main Street Project began working to identify and share non-English language digital literacy curricula and resources and build training capacity to deliver those resources effectively among rural non-English speakers.
 MN Renewable Energy Marketplace conducted 3 webinars involving 101 learners, and 13 outreach events that reached 145 individuals.
 In collaboration with BTOP recipient Connect Minnesota hosted a conference, "Policy and Progress: Border to Border Broadband," attended by over 130 thought leaders, champions and elected officials to explore opportunities to increase and enhance collaboration and synergies among ARRA broadband recipients across the state, and to explore national broadband policy and its implications for Minnesota.
 Grant PI Bernadine Joselyn was appointed by Governor Mark Dayton to the new Minnesota Broadband Task Force with the goal of leveraging MIRC activities in service to achieving the states legislatively adopted broadband goals.

2. Please provide the percent complete for the following key milestones in your project. Write "0" in the Percent Complete column and "N/A" in the Narrative column if your project does not include this activity. If you provided additional milestones in your baseline report, please insert them at the bottom of the table. Figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please provide a narrative description if the percent complete is different from the target provided in your baseline plan (300 words or less).

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	72	Baseline: 80%. We feel that our project is on track for a timely completion. Many of our subrecipients have committed matching funds to the project, and much of that match be reported to us toward the end of the grant period.
2.b.	Equipment / Supply Purchases	-	Progress reported in Question 4 below
2.c.	Awareness Campaigns	-	Progress reported in Question 4 below
2.d.	Outreach Activities	-	Progress reported in Question 4 below
2.e.	Training Programs	-	Progress reported in Question 4 below
2.f.	Other (please specify):	-	Progress reported in Question 4 below

3. Please describe any challenges or issues faced during this past quarter in achieving planned progress against the project milestones listed above. In particular, please identify any areas or issues where technical assistance from the BTOP program may be useful (600 words or less).

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4a. In the chart below, please provide the requested information on your BTOP grant-funded SBA activities. Please also provide a short description of the activity (600 words or less). Figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please ensure that the numbers of new household subscribers and business or community anchor institution (CAI)

subscribers reflected in the "Total" row represent the unduplicated number of new subscribers that can be attributed to your SBA project as a whole.

Name of the SBA Activity	Location of SBA Activity	Description of Activity (600 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers: Households	New Subscribers: Businesses and/or CAIs
Demonstration Community Activities and Training and Direct Technical Assistance	Benton County, Cook County, Grand Rapids/Itasca County, Leech Lake Band of Ojibwe, Kandiyohi County, City of Morris/Stevens County, Thief River Falls, Upper Minnesota Valley Region, Windom, Winona, Worthington	Steering Committees in each of the 11 Demonstration Communities have completed baseline utilization surveys, articulated goals, issued RFPs for local projects, reviewed and approved project proposals, and entered into contracts with chosen projects. Project partners have delivered 142 separate training events that reached 859 rural MN businesses and 1552 individuals. Additionally, 40 small businesses have received technical assistance.	93,579	2,501	4,347	0
MIRC Partner Workshop	St. Cloud and Duluth, Minnesota	Blandin Foundation convened representatives of each of the DCs, RDCs, and statewide partner organizations 5 times. 1. Project kick-off. 2. For updates on progress. 3. Effective Collaboration Workshop. 4. To learn about and practice using Foundation staff developed project communication tools. 5. To discuss project sustainability.	150	70	0	0
Statewide Outreach	Rural Minnesota	Statewide convening including regional gatherings, small group meetings, individual meetings, etc.	12,861	4,077	2,437	0
Statewide Public Awareness	Rural Minnesota	Newspaper ads, marketing campaigns, television commercials and other mass media outreach.	863,750	249,065	24,411	0
Total:			970,340	255,713	31,195	0

4b. Please describe your method for determining the number of households, businesses, and/or (CAIs) subscribing to broadband as a result of your SBA programs (600 words or less).

Three separate methodologies are being used to estimate the number of subscribers and the number of new subscribers. First, baseline surveys were conducted in each demonstration community, along with a statewide survey to estimate broadband penetration across all geographies. Second, Minnesota Cable and DSL providers have agreed to provide new subscriber information in aggregate, to assist, but still maintain provider confidentiality. And third, we have contracted with a private firm (ID Insight) to provide detailed Internet transactional data for each of the 11 demonstration areas. Using these three methods we will methodologically triangulate to derive accurate subscription estimates.

4c. Please provide a narrative explanation if the total number of new subscribers is different from the targets provided in your baseline plan (600 words or less).

The subscription goal for this project is 38,556 overall, with the milestone of 15,422 by quarter 4 of 2011, so we are ahead of our target. As of right now, we estimate that we are approximately at the 84% mark of our overall goal.

4d. Please provide the number of households and the number of businesses and CAIs receiving discounted broadband service as result of BTOP funds.

Households: 0	Businesses and CAIs : 0
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Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (600 words or less).

Anticipated allocation of remaining LightSpeed, Robust Broadband Networks Feasibility Fund and Digital Inclusion Community Partnership community grant funds through additional RFP offered to participating Demonstration Communities. PCs for People continues to work towards the goal of being able to install an offline-version of DEED's digital literacy software on all computers it refurbishes. PCs for People will continue working on the ten collection, refurbishment and redistribution events in rural Minnesota cities. The first is being planned for late January of 2012. Design and delivery of additional webinars for MIRC subrecipients featuring community-based projects. In conjunction with Minnesota's state-wide broadband task force, begin planning for regional convenings across the rural parts of our state to engage local communities in designing and implementing strategies to increase broadband subscription and adoption rates.

Minnesota Learning Commons will deliver knowledge worker courses in additional demonstration communities besides those already served through the project.
 DEED will create and continue to update Q&A resources for its training curricula, based on reviewers' and learners' comments. Additional training design will be completed and posted for three additional skills (keyboarding; word processing and email skills). University of Minnesota Extension will create additional Fact Sheets targeted at increasing and enhancing internet use among local businesses.
 In coordination with fellow BTOP awardee Connect Minnesota, begin planning for the 2012 state-wide conference (anticipated for Fall).

2. Please provide the percent complete anticipated for the following key milestones in your project as of the end of the next quarter. Write "0" in the second column if your project does not include this activity. If you provided additional milestones in your baseline report, please insert them at the bottom of the table. Figures should be reported cumulatively from award inception to the end of the next reporting quarter. Please provide a narrative description if the planned percent complete is different from the target provided in your baseline plan (300 words or less).

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	77	Baseline: 90%. We feel that our project is on track for a timely completion. Many of our subrecipients have committed matching funds to the project, and much of that match will be reported closer to the end of the grant period. We anticipate being close to 90% complete by the end of the 3rd quarter, and nearly 100% complete by the end of 2012.
2.b.	Equipment Purchases	-	Milestone Data Not Required
2.c.	Awareness Campaigns	-	Milestone Data Not Required
2.d.	Outreach Activities	-	Milestone Data Not Required
2.e.	Training Programs	-	Milestone Data Not Required
2.f.	Other (please specify):	-	Milestone Data Not Required

3. Please describe any challenges or issues anticipated during the next quarter that may impact planned progress against the project milestones listed above. In particular, please identify any areas or issues where technical assistance from the BTOP program may be useful (600 words or less).
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Sustainable Broadband Adoption Budget Execution Details

Activity Based Expenditures (Sustainable Broadband Adoption)

1. Please provide details below on your total budget, cumulative actual expenditures (for the period ending the current quarter), and cumulative anticipated expenditures (for the period ending next quarter) for each line item, including detailed disbursements of both matching funds and federal funds from project inception through end of this quarter (actual) or next quarter (anticipated). Actual and anticipated figures should be reported cumulatively from award inception to the end of the applicable reporting quarter.

Budget for Entire Project				Actuals from Project Inception through End of Current Reporting Period			Anticipated Actuals from Project Inception through End of Next Reporting Period		
Cost Classification	Total Cost (plan)	Matching Funds (plan)	Federal Funds (plan)	Total Cost	Matching Funds	Federal Funds	Total Costs	Matching Funds	Federal Funds
a. Personnel	\$211,690	\$162,790	\$48,900	\$93,755	\$27,974	\$65,781	\$102,755	\$36,974	\$65,781
b. Fringe Benefits	\$63,507	\$48,837	\$14,670	\$20,626	\$5,199	\$15,427	\$22,926	\$7,499	\$15,427
c. Travel	\$63,300	\$14,300	\$49,000	\$28,430	\$257	\$28,173	\$34,456	\$283	\$34,173
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$9,400	\$0	\$9,400	\$4,778	\$0	\$4,778	\$5,000	\$0	\$5,000
f. Contractual	\$762,450	\$77,500	\$684,950	\$571,875	\$101,622	\$470,253	\$621,875	\$103,622	\$518,253
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$5,273,649	\$1,222,350	\$4,051,299	\$3,847,155	\$460,888	\$3,386,267	\$4,157,579	\$550,936	\$3,606,643
i. Total Direct Charges (sum of a through h)	\$6,383,996	\$1,525,777	\$4,858,219	\$4,566,619	\$595,940	\$3,970,679	\$4,944,591	\$699,314	\$4,245,277
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$6,383,996	\$1,525,777	\$4,858,219	\$4,566,619	\$595,940	\$3,970,679	\$4,944,591	\$699,314	\$4,245,277

2. Program Income: Please provide the program income you listed in your application budget and actuals to date through the end of the reporting period.

a. Application Budget Program Income: \$0	b. Program Income to Date: \$0
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