OMB CONTROL NUMBER: 0660-0037
EXPIRATION DATE: 12-31-2013

ANNUAL PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS

General Information

1. Federal Agency and Organizational Element to Which Report is Submitted	2. Award Identification Number	3. DUNS Number
Department of Commerce, National Telecommunications and Information Administration	34-41-B10520	054531850

4. Recipient Organization

THOMAS EDISON STATE COLLEGE 101 W State Street, Trenton, NJ 08608-1176

5. Current Reporting Period End Date (MM/DD/YYYY)	6. Is this the last Annual Report of the Award Period?
12-31-2011	○ Yes ⦿ No

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	7c. Telephone (area code, number and extension)
Natasha Peter	609-292-2108 X133
	7d. Email Address npeter@njstatelib.org

7b. Signature of Certifying Official	7e. Date Report Submitted (MM/DD/YYYY):
Submitted Electronically	02-22-2012

PROJECT INDICATORS

1. Are you establishing new Public Computer Centers (PCCs) or improving existing PCCs?

○ New   ◉ **Improved**   ○ **Both**

2. How many PCCs were established or improved, and what type of institution(s) were they associated with? Please provide actual total numbers to date. Figures should be reported cumulatively from award inception to the end of the most recent calendar year. Recipients should only count the PCCs that were fully established or in which improvements have been fully completed in that year (that is, partial improvements should not be counted).

Institutions	Established	Improved	Total
Schools (K-12)	0	0	0
Libraries	0	148	148
Community Colleges	0	0	0
Universities / Colleges	0	0	0
Medical / Health care Facilities	0	0	0
Public Safety Entities	0	0	0
Job-Training and/or Economic Development Institution	0	0	0
Other Community Support-*Governmental*** **(please specify):** n/a	0	0	0
Other Community Support-*Non-Governmental*** **(please specify):** n/a	0	0	0

3. Please complete the following chart for each PCC established or improved using BTOP funds. Please provide actual total numbers to date.

3.a. New PCCs

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
n/a	0	0	0	0	0

[Add New PCC]   [Remove New PCC]

3.b. Improved PCCs

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
Prior to Improvement					
attached	0	0	0	0	0

[Add New PCC]   [Remove New PCC]

After Improvement					
attached	0	0	0	0	0

[Add New PCC]   [Remove New PCC]

4.a. Please check the primary uses of the PCCs funded by this award. (Check all that apply.)

☑ **Open Lab Time**   ☐ **Other**   ☑ **Training**

4.b. If "other," please specify the primary use of the PCCs:

n/a

5. Please list all of the PCC broadband equipment and/or supplies you have purchased during the past year using BTOP grant funds or other (matching) funds, including any customer premises equipment or end-user devices. If additional space is needed, please attach a list of equipment and/or supplies. Please also describe how the equipment and supplies have been deployed (600 words or less).

Manufacturer	Items	Unit Cost per Item	Number of Units	Narrative description of how the equipment and supplies were deployed
n/a	n/a	0	0	n/a
Totals:		0	0	

[Add Equipment]   [Remove Equipment]

6. For PCC access and training provided with BTOP grant funds, please provide the information below. Figures should be reported cumulatively from award inception to the end of the most recent calendar year.

Types of Access or Training	Number of People Targeted	Number of People Participating	Total Hours of Training Offered
Open Lab Access	21,000	35,000	0
Multimedia	0	0	0
Office skills	3,353	2,111	6,858
ESL	0	0	0
GED	0	0	0
College Preparatory Training	0	0	0
Basic Internet and Computer Use	6,436	4,211	13,650
Certified Training Programs	0	0	0
Other (please specify): Professional development workshops and resource database training for library staff	788	733	1,841
Total	31,577	42,055	22,349

7. Please describe how your Public Computer Center(s) promotes economic recovery in your area, such as through providing job training, access to job searches, online course offerings, certifications and the like (600 words or less).
Thomas Edison State College's New Jersey Libraries project has added 845 computer workstations at 125 NJ public libraries, upgraded broadband connectivity at 86 NJ public libraries, and is providing job search assistance, employment skills, workforce development programs, and other online resources at all public libraries across the state. Many of New Jersey's unemployed residents are seeking to adapt to a job market in which access to computers and broadband are requirements for most, if not all, job searches, employment applications, and workforce skills training. In many New Jersey communities, the public library is the only place that offers the public free use of computers and Internet access. Many libraries, however, are unable to keep pace with the demand for broadband access. A consortium led by New Jersey's community colleges have, and are currently, delivering training using its existing curriculum tailored to the skills needed by library staff and job seekers.

8. To the extent that you have made any subcontracts or sub grants, please provided the number of subcontracts or sub grants that have been made to socially and economically disadvantaged small business (SDB) concerns as defined by section 8(a) of the Small Business Act, 15 U.S.C. 647, as modified by NTIA's adoption of an alternative small business size standard for use in BTOP. Please also provide the names of these SDB entities (150 words or less).

n/a

9. Please describe any best practices / lessons learned that can be shared with other similar BTOP projects (900 words or less).

- Develop a cohesive team early on in the project, allow each person to provide expertise in different aspects of the project
- Designate one person to be completely focused on developing, implementing, and executing major tasks involved in the project
- Build and foster key partnerships; for the New Jersey Libraries project, we developed a partnership with the Community College Consortium to develop and deliver job readiness courses to the public within public libraries, which has allowed for training to be delivered in over 300 libraries across the state
- Webinars seem to be more effective in delivering to library staff, who are limited on staff and resources. Although some in-person workshops were scheduled, we did schedule several webinars that received much higher attendance figures.