QUARTERLY PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS

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** 35-42-B10504	**3. DUNS Number** 185269495

4. Recipient Organization

Santa Fe Civic Housing Authority 664 Alta Vista Street, Santa Fe, NM 87505

5. Current Reporting Period End Date (MM/DD/YYYY) 06-30-2011	**6. Is this the last Report of the Award Period?** ◯ **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 Oliver Benavidez	**7c. Telephone (area code, number and extension)**
	7d. Email Address oliverb@sfcha.com
7b. Signature of Certifying Official Submitted Electronically	**7e. Date Report Submitted (MM/DD/YYYY):** 08-17-2011

Project Indicators (This Quarter)

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

During the 2nd Quarter of 2011, we completed our Spring Class Schedule. We also started our Summer classes, which included a new children's/teens keyboarding computer class. Children between the ages of 10-17 were able to learn keyboarding and other computer skills, which will give them a head start for the upcoming school year. These children are attending our Summer Program @ the new PCC through the SF Boys & Girls Club. As we continue to establish new relationships with other non-profit organizations, we will add new classes to the PCC class schedule. As mentioned in previous PPR reports, our Support Services Division is looking at bringing additional services and programs to the new PCC. We are also in negotiations with the SF Boys & Girls Club to convert our Gallegos Lane Community Center into a Teen Center. The plan is to install computer workstations with refurbished computers and Internet service. Once this is completed, we will have re-established our existing PCC, per our BTOP Grant proposal.

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 your reasons for any variance from the baseline plan or any other relevant information)
2.a.	Overall Project	73	
2.b.	Equipment / Supply Purchases	-	Progress reported in Question 4 below
2.c.	Public Computer Centers Established	-	Progress reported in Question 4 below
2.d.	Public Computer Centers Improved	-	Progress reported in Question 4 below
2.e.	New Workstations Installed	-	Progress reported in Question 4 below
2.f.	Existing Workstations Upgraded	-	Progress reported in Question 4 below
2.g.	Outreach Activities	-	Progress reported in Question 4 below
2.h.	Training Programs	-	Progress reported in Question 4 below
2.i.	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).

As mentioned in previous PPR reports, the re-establishing of our existing PCC has been an issue/challenge. Our plan was to have it up and running in Quarter 2 of 2011. After negotiations are completed with the SF Boys & Girls Club on the Teen Center at Gallegos Lane Community Center, we will have re-established our existing PCC with the remaining 7 refurbished computers. Our percent completed #'s should then be in line with our Baseline Report projections. SFCHA has provided through Quarter 2 of 2011 match funds in the amount of $9938.82 in personnel and $11,344.22 in fringe benefits.

4. Please provide actual total numbers to date or typical averages for the following key indicators, as specified in the question. Write "0" in the Total column and "N/A" in the Narrative column if your project does not include this activity. Unless otherwise indicated below, figures should be reported underlined cumulatively from award inception to the end of the most recent reporting quarter. Please provide a narrative explanation if the total is different from the target provided in your baseline plan (300 words or less).

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
4.a.	New workstations installed and available to the public	25	We were able to install 5 extra computers, by better utilizing the space available.
4.b.	Average users per week (NOT cumulative)	102	With the addition of the children's/teen keyboarding class and an additional computer class, this # is right in line with our Baseline Report projections. We are expecting this # to jump during Q3 of 2011 with the re-establishing of the existing PCC.
4.c.	Number of PCCs with upgraded broadband connectivity	1	This # will change, to 2, once our existing PCC has been re-established.
4.d.	Number of PCCs with new broadband wireless connectivity	1	This # will change, to 2, once our existing PCC has been re-established.

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
4.e.	**Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds**	11	This # did not change from Quarter 1 of 2011. The additional class was held during normal operation hours.

5. Training Programs. In the chart below, please describe the training programs provided at each of your BTOP-funded PCCs.

Name of Training Program	Length of Program (per hour basis)	Number of Participants per Program	Number of Training Hours per Program
Computer Class	2	75	150
ESL	2	30	60
GED	2	16	32
Distance Learning	2	8	16
Spanish GED	3	10	30
Job Skills	2	5	10

Add Training Program   Remove Training Program

Project Indicators (Next Quarter)

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

During Quarter 3 of 2011, we will complete the re-establishing of our existing PCC at the Teen Center at the Gallegos Lane Community Center. This will increase our projections in the "user" category from the Baseline Report and will provide computers and Internet access to the teen target group. Our overall project percentages should then fall in to line with our initial projections.

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. 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	**Planned Percent Complete**	**Narrative (describe reasons for any variance from baseline plan or any relevant information)**
2.a.	**Overall Project**	88	With the re-establishing of our existing PCC, the Overall Project completion percentage should be slightly behind our Baseline Report projections at the end of Q3 of 2011.
2.b.	**Equipment / Supply Purchases**	-	Milestone Data Not Required
2.c.	**Public Computer Centers Established**	-	Milestone Data Not Required
2.d.	**Public Computer Centers Improved**	-	Milestone Data Not Required
2.e.	**New Workstations Installed**	-	Milestone Data Not Required
2.f.	**Existing Workstations Upgraded**	-	Milestone Data Not Required
2.g.	**Outreach Activities**	-	Milestone Data Not Required
2.h.	**Training Programs**	-	Milestone Data Not Required
2.i.	**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).

With the re-establishing of our existing PCC, which we expect to be completed by the end of Q3 of 2011, all our Baseline Report and Milestone #'s should be in line with our initial projections. Once this is completed, we don't anticipate any further impact on any of the milestones.

Public Computer Center Budget Execution Details

Activity Based Expenditures (Public Computer Centers)

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.

Cost Classification	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		
	Total Cost (plan)	Matching Funds (plan)	Federal Funds (plan)	Total Cost	Matching Funds	Federal Funds	Total Costs	Matching Funds	Federal Funds
a. Personnel	$45,500	$0	$45,500	$32,500	$0	$32,500	$39,000	$0	$39,000
b. Fringe Benefits	$12,240	$0	$12,240	$8,745	$0	$8,745	$10,494	$0	$10,494
c. Travel	$0	$0	$0	$0	$0	$0	$0	$0	$0
d. Equipment	$62,100	$13,600	$48,500	$57,802	$10,241	$47,561	$62,100	$13,600	$48,500
e. Supplies	$10,500	$0	$10,500	$9,477	$0	$9,477	$9,966	$0	$9,966
f. Contractual	$98,060	$38,400	$59,660	$58,382	$14,262	$44,120	$80,564	$25,353	$55,211
g. Construction	$0	$0	$0	$0	$0	$0	$0	$0	$0
h. Other	$0	$0	$0	$0	$0	$0	$0	$0	$0
i. Total Direct Charges (sum of a through h)	$228,400	$52,000	$176,400	$166,906	$24,503	$142,403	$202,124	$38,953	$163,171
j. Indirect Charges	$0	$0	$0	$0	$0	$0	$0	$0	$0
k. TOTALS (sum of i and j)	$228,400	$52,000	$176,400	$166,906	$24,503	$142,403	$202,124	$38,953	$163,171

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