

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 37-42-B10529	3. DUNS Number 784345717
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4. Recipient Organization

WinstonNet Inc. C/O Wake Forest University Health Scienc, Medical Center Blvd., Winston Salem, NC 27157-1049

5. Current Reporting Period End Date (MM/DD/YYYY) 09-30-2012	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 Susan Brittain Grants Services Manager	7c. Telephone (area code, number and extension) 336-722-8173 X1044
	7d. Email Address sbrittain@fsifamily.org

7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 11-20-2012
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Project Indicators (This Quarter)

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

WinstonNet has completed the upgrade of all Public Computer Labs and added ten new labs. We continue to offer computer classes in both English and Spanish through the Computer Training Bridge and the Bi-Lingual Instructor hired with monies from this grant.

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	89	WinstonNet is on target with where we said we would be at this time on our baseline report.
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).

None

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 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	418	No change from last quarter. Installation of all workstations was completed in Quarter 1 2012.
4.b.	Average users per week (NOT cumulative)	4,890	There were 63,568 (cumulative) users from July - September 2012. Our numbers are down this quarter due to the opening of school. We normally do not have the amount of weekly users the last two quarters of the year due to school and the holidays.
4.c.	Number of PCCs with upgraded broadband connectivity	33	No change from last quarter. Installation of all workstations was completed in Quarter 1 2012.
4.d.	Number of PCCs with new broadband wireless connectivity	33	No change from last quarter. Installation of all workstations was completed in Quarter 1 2012.
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	337	Our baseline was 1,300 hrs. per business week and 50 hrs. per weekend. We have exceeded the business week hrs. by 335 hrs. and the weekend hrs. by 2 hrs.

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

Basico Word	2	45	90
Computacion Basica	2	33	66
Computer ABC's	2	34	68
Downloading E-Books	2	13	26
Downloading Media	1	37	37
Drop-in Job Seekers Lab	2	270	540
Excel	2	106	212
Internet Basico	2	25	50
Job Search Strategies	2	110	220
Keyboarding Practice Lab	1	22	22
Language Learning Lab	4	268	1,072
One-On-One Training	1	59	59
PowerPoint	2	13	26
Publisher	2	21	42
Quick Class: Creating and Maintaining Folders	1	6	6
Quick Class: Yelp Demo	1	2	2
Quick Class: E-Mail Attachments	1	2	2
Senior Computer ABC's	1	41	41
Senior Computer ABC's: More Advanced	1	41	41
Shepherd's Center - Beginner	2	62	124
Urban League Open Help Training Lab	2	319	638
WinstonNet Live.com Class	1	13	13
Digital Image Basics	2	7	14
Downloading E-Books and Audio Books	2	17	34
Downloading Kindle Books	1	6	6
Facebook	2	6	12
Internet Basico	1	35	35
Intro to Genealogy	2	12	24
Keyboarding Skills	1	48	48

Quick Class: Social Media Overview	1	4	4
Twitter	2	2	4
Web Design	2	14	28
Word Basics	2	69	138
Basic Skills	1	5	5
Computer ABC's	1	9	9
Downloading Media	2	21	42
E-Mail Basics	2	6	12
Excel Basico	2	7	14
Internet Basics	2	42	84
Shepherd's Center - Intermediate	1	6	6
Urban League Computer Skills (50+)	2	148	296
Web Development	3	11	33
Computer Basics	2	16	32
GED (Social Studies) in Spanish	2	38	76
Computer Classes in Collaboration with Library and Lakeside Apartments	3	6	18

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).
 WinstonNet will continue to offer classes in the labs through the Computer Training Bridge and Forsyth Technical Community College.

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	91	We are on target for completion of the project.
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).

None

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.

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	\$489,711	\$375,711	\$114,000	\$395,585	\$332,545	\$63,040	\$473,776	\$407,584	\$66,192
b. Fringe Benefits	\$31,920	\$0	\$31,920	\$20,958	\$0	\$20,958	\$22,061	\$0	\$22,060
c. Travel	\$5,000	\$0	\$5,000	\$743	\$0	\$742	\$743	\$0	\$743
d. Equipment	\$101,300	\$18,000	\$83,300	\$92,142	\$22,618	\$69,524	\$92,142	\$22,617	\$69,524
e. Supplies	\$598,417	\$0	\$598,417	\$565,852	\$0	\$565,852	\$565,852	\$0	\$565,852
f. Contractual	\$234,900	\$141,000	\$93,900	\$241,420	\$179,640	\$61,780	\$242,019	\$179,640	\$62,380
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$46,000	\$46,000	\$0	\$28,639	\$28,639	\$0	\$33,082	\$33,082	\$0
i. Total Direct Charges (sum of a through h)	\$1,507,248	\$580,711	\$926,537	\$1,345,339	\$563,442	\$781,896	\$1,429,675	\$642,923	\$786,751
j. Indirect Charges									
k. TOTALS (sum of i and j)	\$1,507,248	\$580,711	\$926,537	\$1,345,339	\$563,442	\$781,896	\$1,429,675	\$642,923	\$786,751

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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