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	47-41-B10527	155946874

4. Recipient Organization

STATE LIBRARY & ARCHIVES, TENNESSEE 312 8TH AVE N FL 7, NASHVILLE, TN 37243-0001

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)
Emily Masters	615-532-4622
	7d. Email Address
Project Manager	Emily.Masters@tn.gov

7b. Signature of Certifying Official	7e. Date Report Submitted (MM/DD/YYYY):
Submitted Electronically	01-31-2012

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	9	2	11
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):**	0	0	0
Other Community Support-*Non-Governmental* **(please specify):**	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
Chattanooga	40	44	9	30	0
Sullivan County/ Blountville	11	44	9	30	75
Sullivan County/ Colonial Heights	11	44	9	30	75
Memphis	260	44	9	30	0
Kingsport	37	44	9	30	1,060
Putnam County	4	44	9	30	125
Blount County	20	44	9	30	0
Cleveland	6	44	9	30	1,668
Sullivan County/ Sullivan Gardens	10	44	9	30	75

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					
Mt. Juliet	1	44	9	10	15
Lebanon	1	44	9	10	15

Add New PCC	Remove New PCC

After Improvement

Mt. Juliet	13	44	9	30	200
Lebanon	13	44	9	30	200

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
Lenovo	laptop computers	820	360	purchased through state or local contracts and deployed/installed by either TSLA staff or local library staff
AWE	early literacy stations/ peripherals	3,267	14	purchased at the local level after receiving competitive bids; installed locally
Lenovo	Computrace Software	65	360	purchased through state or local contracts and deployed/installed by either TSLA staff or local library staff
WinWay	Resume Deluxe Software	39	360	purchased through state or local contracts and deployed/installed by either TSLA staff or local library staff
Gaylord Brothers	computer desks	176	100	purchased locally
Gaylord Brothers	laptop storage cart	850	18	purchased locally NOTE: We will have more complete listings of all purchases in our final report, as we require submission of all invoices by our sub-recipients upon their submission of final reports.
Totals:		5,217	1,212	

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	11,000	3,478	0
Multimedia	11,000	20	40
Office skills	11,000	183	738
ESL	0	0	0
GED	0	0	0
College Preparatory Training	0	0	0
Basic Internet and Computer Use	11,000	126	354
Certified Training Programs	0	0	0
Other (please specify):	0	0	0
Total	44,000	3,807	1,132

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).

Our PCCs promote economic recovery in our area by offering training in basic job skills, such as use of MS Office and basic computing skills. We also offer resume-building courses and assist patrons in use of the computer to job search and seek out employment opportunities.

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).

In dealing with sub-recipients, we have learned to ask of them exactly what is asked of us for reporting. We are a statewide agency, so it can be difficult to maintain adequate contact with all of our sub-recipients, so we have learned to be as clear as possible with them regarding what information they need to track and how they need to report it back to us.