

**QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION**

General Information		
<b>1. Federal Agency and Organizational Element to Which Report is Submitted</b>  Department of Commerce, National Telecommunications and Information Administration	<b>2. Award Identification Number</b>  50-43-B10511	<b>3. DUNS Number</b>  137761792
<b>4. Recipient Organization</b>  Vermont Council on Rural Development 43 State Street, Montpelier, VT 05602		
<b>5. Current Reporting Period End Date (MM/DD/YYYY)</b>  03-31-2012	<b>6. Is this the last Report of the Award Period?</b>  <div style="text-align: center;"> <input type="radio"/> Yes    <input checked="" type="radio"/> No                     </div>	
<b>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.</b>		
<b>7a. Typed or Printed Name and Title of Certifying Official</b>  Paul Costello  Executive Director	<b>7c. Telephone (area code, number and extension)</b>  802-223-5763	<b>7d. Email Address</b>  pcostello@vtrural.org
<b>7b. Signature of Certifying Official</b>  Submitted Electronically	<b>7e. Date Report Submitted (MM/DD/YYYY):</b>  04-27-2012	

**Project Indicators (This Quarter)**

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

As the e-VT project concludes, lead partner Vermont Council on Rural Development has focused this quarter on final budget analysis, completing all in-community projects, building toolkits and Community Stories at e4vt.org and helping develop sustainability for ongoing initiatives.

Front Porch Forum has completed all platforms and tools for e-VT. Subscriptions in the 24 e-VT towns continue to rise. First round towns have an average take rate of 30% of households (up 100% from last year), second round towns are at 25% (up 150% from last year). All have launched the new calendar tool.

VT State Colleges (VSC) completed development of a training program to teach skills for working with Internet beginners, available at e4vt.org/iconnect. Internet Interns provided 352 hours of computer help at public libraries with widespread demand for expanding the program.

Snelling Center for Government organized a regional workshop on best practices for rural communities' use of online tools. Work on a platform for municipal governments to learn about online tools is almost complete with an early April roll out date. Planning continues for May 8th statewide conference.

Digital Wish (DW) has exceeded its target numbers for students and teachers participating in their programs. DW launched an after school program for game and website design; e-VT sponsored 5 student teams in building digital literacy games. DW received a grant to return to e-VT schools and build models for sustaining technology funding.

VT Small Business Development Center has reached a total 126 businesses with 1:1 advising and offered 5 more workshops. They are working with VT Dept of Labor to bring workshops and advising to more communities, including new workshops on cloud computing and mobile devices.

VT Dept of Libraries has distributed equipment to Round 2 libraries. In partnership with VSC they host Internet Interns and will be incorporating VSC curriculum to improve librarians' skills for working with Internet beginners.

**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	87	Some budget lines are being drawn down more slowly than originally planned because we have expanded the projects, resulting in a longer time to completion. We are on track for full completion at the end of 2012.
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).**

We had no challenges or issues in the past quarter, subrecipients are on track to meet and in most cases exceed original expectations.

**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
Educator Trainings	Statewide - All e-VT Schools	Subrecipient Digital Wish provides ongoing in-school training sessions for schools participating in their program.	1,400	1,409	0	0
Regional Conference	Randolph, VT	Subrecipient Snelling Center for Government coordinated a daylong workshop on intermediate Internet skills	100	100	0	0
Basic Skills Workshops	Statewide & Online	Subrecipient Vermont State Colleges provides workshops in communities and online to teach basic Internet skills	350	360	0	0
Basic Business Skills Workshops	Statewide	Subrecipient VT Small Business Development Center provides a statewide series of workshops on basic Internet skills for businesses	440	442	0	0
iConnect Workshops	Montpelier & Winooski, VT	A new workshop designed by Vermont State Colleges to teach the skills for working with Internet beginners; designed for professionals who are not computer instructors but who regularly work with computer beginners (e.g. librarians, workers a senior centers, labor offices, etc.)	24	26	0	0
<b>Total:</b>			<b>2,314</b>	<b>2,337</b>	<b>0</b>	<b>0</b>

**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).**

Because e-Vermont is a community-based approach we track subscription changes across the community, not by individuals. For that reason, individual households / businesses are left blank above. The Vermont Department of Public Service collects subscriber information for e-Vermont towns and reports the percentage of households with broadband access who subscribe at the end of the quarter.

- Grand Isle County 35%
- Newport City 36%
- Canaan 69%
- Island Pond 31%
- Cambridge 91%
- Bristol 37%
- Middlesex 52%
- W. Rutland 45%
- Ludlow 31%
- Poultney 42%
- Sunderland Arlington 45%
- Pownal 31%

- Bridgewater 23%
- Calais 49%
- Castleton 51%
- Dover 28%
- Fairfield 50%
- Hardwick 29%
- Jay/Westfield 47%
- Middletown Springs 9%
- Moretown 63%
- Morristown 30%
- Richford 40%
- Vergennes 54%

**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).**

Although e-Vermont, the Department of Public Service and the Internet service providers reached agreement on providing aggregate subscription information for towns on a quarterly basis, we were only able to establish this agreement for 4 quarters per town. We have

now exceeded the 4 and have not yet been successful in negotiating for additional updates to the information. We remain optimistic that this data will become available so that we can measure actual percentage increases against the targets in our baseline plan.

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

<b>Households:</b> 0	<b>Businesses and CAIs :</b> 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).**

e-Vermont is entering into wrap up mode. The majority of our projects are slated for completion by June 1st, 2012. Over the next quarter:

Digital Wish will complete its in-school presence and produce sample curriculum units and support materials for schools' reference over the next school year. Digital Wish will also complete their game building and website design contests, selecting winning projects that will be showcased online. They have received an additional grant for the next year to build models for sustaining technology funding in schools based on their e-Vermont work.

Snelling Center for Government will launch 16 municipal websites, publish the final version of their website template, and host the statewide conference on Vermont's Digital Future. All e-Vermont partners are playing a role in planning, outreach, and presentations for this day.

Vermont State Colleges will have completed all requested community workshops, finished Internet Interns placements in libraries by the end of the academic semester, and developed a turn-key online package to allow any organization to offer the trainings for iConnect: Skills for Working with Online Beginners. VCRD is assisting with outreach around this package. Vermont State Colleges hopes to have secured funding for continuing the Internet Interns program in the next school year by the end of the quarter.

The Department of Libraries has completed equipment distribution, over the next quarter they will focus on building websites for public libraries in e-Vermont towns.

Front Porch Forum take rates continue to grow; the work of building FPF platforms and developing an online calendar tool ended in the last quarter. FPF staff continue to manage the online conversations in the forums and community outreach continues.

VT Small Business Development Center will be able to extend the work of their e-Vermont adviser over several additional months, through the end of 2012. VtSBDC will continue its one-on-one advising, funding for professional assistance with building an online business presence, and workshop development and delivery.

The Vermont Council on Rural Development is completing its assistance with locally selected projects, including installing 8 wireless Internet zones, upgrading an online farmers' market platform that is going statewide, building a second online archive of town history and toolkit to guide any town through digitizing historic documents, creating a blueprint for establishing public Internet access throughout a rural community, launching mobile computer labs that will bring Internet access and assistance to Vermont farms in one town and to local community centers in another.

Over the next quarter there will be increased emphasis on sharing lessons learned from e-Vermont to other organizations, communities and policy leaders in the state. This emphasis includes adding more content and significantly redesigning our resource site e4vt.org as well as creating a public final report on the project to share with all Vermonters.

**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).**

	<b>Milestone</b>	<b>Percent Complete</b>	<b>Narrative (describe reasons for any variance from baseline plan or any other relevant information)</b>
2.a.	<b>Overall Project</b>	96	on track
2.b.	<b>Equipment Purchases</b>	-	Milestone Data Not Required
2.c.	<b>Awareness Campaigns</b>	-	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).**

As with any project nearing completion, the primary challenge of the next quarter will be sustaining our positive impact and continuing critical projects beyond the end of BTOP funding. Some continuity will be provided by the online toolkits and community stories built through e-Vermont. Subrecipients have worked to incorporate best practices learned over the last two years into their ongoing organizational strategies. Some subrecipients have already identified funding for continuing the projects started through e-Vermont, others are still seeking that funding. VCRD will retain staff on a part-time basis from June 1st - December 31st to continue work on sustainability and sharing best practices.

**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	\$449,050	\$292,480	\$156,570	\$440,576	\$294,000	\$146,576	\$480,912	\$324,000	\$156,912
b. Fringe Benefits	\$125,200	\$87,770	\$37,430	\$90,424	\$50,115	\$40,309	\$99,559	\$56,250	\$43,309
c. Travel	\$20,000	\$0	\$20,000	\$17,218	\$19	\$17,199	\$18,519	\$19	\$18,500
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$1,411,377	\$500,182	\$911,195	\$1,288,548	\$500,182	\$788,366	\$1,351,222	\$500,182	\$851,040
f. Contractual	\$274,517	\$27,517	\$247,000	\$167,804	\$27,498	\$140,306	\$204,517	\$27,517	\$177,000
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$1,469,668	\$316,188	\$1,153,480	\$1,268,595	\$258,624	\$1,009,971	\$1,438,238	\$316,188	\$1,122,050
i. Total Direct Charges (sum of a through h)	\$3,749,812	\$1,224,137	\$2,525,675	\$3,273,165	\$1,130,438	\$2,142,727	\$3,592,967	\$1,224,156	\$2,368,811
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$3,749,812	\$1,224,137	\$2,525,675	\$3,273,165	\$1,130,438	\$2,142,727	\$3,592,967	\$1,224,156	\$2,368,811

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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