

ANNUAL 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 53-42-B10585	3. DUNS Number 158484738
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4. Recipient Organization

 EdLab Group Foundation 19020 33rd Avenue West, Suite 210, Lynnwood, WA 98036-4754

5. Current Reporting Period End Date (MM/DD/YYYY) 12-31-2013	6. Is this the last Annual Report of the Award Period? <input checked="" type="radio"/> Yes <input 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 Karen Peterson CEO/Executive Director	7c. Telephone (area code, number and extension) 425-977-4750
	7d. Email Address kpeterson@psctl.org

7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 06-27-2013
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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	5	5
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	2	0	2
(please specify): Public Law and Justice			
Other Community Support-Non-Governmental	0	20	20
(please specify): Community Centers and Public Housing			

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
Chelan County Court	5	35	0	0	11
Kalipsel Tribal Court	4	40	0	0	20

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					
Associated Recreation Council	105	20	1	8.9	518
Burlington Public Library	15	43	6	10	810
Chinese Information and Service Center	16	14	0	15	40
Digital Promise	12	24	0	1.3	30
East African Community Services	10	40	2	10	55
Edith Bishel Center for the Blind and Visually Impaired	4	8	0	1	8
Full Life Care	9	8	1	1.5	40
Helping Link	13	16	0	12	18
Horn of Africa Services	10	40	0	2.5	50

Prior to Improvement					
La Conner Regional Library	5	40	6	1.4	460
Lopez Family Resource Center	6	40	0	1.5	60
Multimedia Resources and Training Institute (MMRTI)	6	10	5	2.2	40
Neighborhood House	14	30	0	6	154
New Futures	33	25	0	3	142
Puyallup Public Library	46	47	7	4.6	1,170
Street Youth Ministries	10	11	0	2.7	6
Upper Skagit Library	5	24	6	1.5	160
Yakama Nation Library	10	45	0	1.5	275
Yakima Interfaith Coalition	10	40	0	1.5	56
YMCA of Greater Seattle	18	35	19	7	116

Add New PCC

Remove New PCC

After Improvement					
Associated Recreation Council	115	187	5	8.9	657
Burlington Public Library	33	39	6	10	3,739
Chinese Information and Service Center	15	22	3	7	105
Digital Promise	30	52	3	1.3	36
East African Community Services	9	60	10	10	120
Edith Bishel Center for the Blind and Visually Impaired	4	40	0	1	12
Full Life Care	16	42	20	1.5	120
Helping Link	14	51	0	12	227
Horn of Africa Services	12	40	3	10	25
La Conner Regional Library	12	40	6	1.4	80
Lopez Family Resource Center	7	40	0	1.5	16
Multimedia Resources and Training Institute (MMRTI)	14	15	8	2.2	85
Neighborhood House	15	45	6	6	171
New Futures	15	102	0	3	75
Puyallup Public Library	82	51	7	4.6	1,005
Street Youth Ministries	7	12	0	2.7	15
Upper Skagit Library	11	24	6	1.5	98
Yakama Nation Library	37	42	7	1.5	750
Yakima Interfaith Coalition	39	44	7	1.5	273

YMCA of Greater Seattle	62	115	19	7	375
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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	Please see PPR_PCC_Annual_Addendum_Equipment attachment.
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	0	0	0
Multimedia	0	7,677	40,273
Office skills	0	2,254	12,498
ESL	0	1,616	24,137
GED	0	27	478
College Preparatory Training	0	936	3,369
Basic Internet and Computer Use	0	8,989	49,374
Certified Training Programs	0	1,149	4,182
Other (please specify): Other	0	4,229	15,926
Total	0	26,877	150,237

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).

During the grant period, 10,552 clients from 19 technology centers used equipment or services related to building employment skills or looking for employment opportunities. Technology centers reported that 2,335 clients created resumes, 2,818 completed online employment applications, 5,553 searched for jobs online, and 3,402 clients found information about careers. 241 clients received an interview, and 88 were able to secure employment. Clients participated in and/or completed online job-related training (such as homecare worker certification), prepared for specific job tests, searched for jobs, participated in interview classes, and improved their skills using business software. In the Education Enhancement domain, 17,944 clients were served and 3,255 improved their literacy. 22,000 clients used the centers for educational purposes, with 167 receiving a GED as a result.

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).

Helping Link
Digital Promise

East African Community Services
Horn of Africa Services
Edith Bishel Center for the Blind and Visually Impaired
Multimedia Resources and Training Institute (MMRTI)
Yakima Interfaith Coalition

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

Evaluation and Needs Assessment

Our project greatly benefited from the external evaluation services and needs assessment provided by the University of Washington (UW). All of the public computing centers (subrecipients) were provided with a needs assessment, evaluation, plans and other capacity building activities through consultation and training provided by the UW. A needs assessment was conducted for each subrecipient. The purpose of the needs assessment was to determine what support and training subrecipients need in order to successfully sustain their programs. Following the needs assessment and remediation planning, UW engaged in capacity building activities with each of the subrecipients as needed. The goal of these activities is to have each subrecipient equipped with a customized comprehensive plan to sustain their organizations past the BTOP program.

Capacity Building Training and Web Portal

Our subrecipients also benefited from the capacity building training we offered in other areas. We partnered with other organizations in our community with expertise in relevant topics and supported their train-the-trainer sessions. In partnership with the Workforce Development Council of King County, we provided our subrecipients with in-person and webinar training on self-sufficiency, financial fitness, and job-readiness. We also partnered with NPower Northwest, who offered a series of webinars on social media for nonprofits. For subrecipients who serve youth, we partnered with SDK Bridge, who provided training on delivering culturally relevant video game programming. The Northwest Justice Project developed a series of videos in English and Spanish helping people understanding legal processes and rights, which were distributed through our web portal. The portal is a website which serves the Communities Connect Network (CCN) and includes a Network Directory for all public computing centers, a Forum for interaction on community technology topics, and a Resource Library to share information and best practices.

Grant Management Strategies

We also provided our grantees with compliance training and created a website for the subrecipients that included all relevant guidance, data collection and customized invoice forms, and recordings of the webinars we conducted. We offered several compliance- and reporting-focused webinars and included information about the evaluation system presented by the UW staff. Subrecipients received training on reporting, compliance, and invoice requirements and we posted the recording to the website. We conducted outreach and compliance-oriented site visits throughout the grant period, to provide subrecipients with one-on-one help and training.

According to the UW evaluation report, "many grantees reported they have gained confidence in running the[ir] lab[s], seeking new funding, and gathering data on the lab's use. Most grantees reported feeling confident in their ability sustain the capacity built during this grant."