

RECIPIENT NAME: Toledo Telephone Company, Inc.

AWARD NUMBER: 53-43-B10595

DATE: 02/24/2012

OMB CONTROL NUMBER: 0660-0037

EXPIRATION DATE: 12/31/2013

QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION

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 53-43-B10595	3. DUNS Number 002799641
4. Recipient Organization Toledo Telephone Company, Inc. 183 Plomondon Road, Toledo, WA 98591-9709		
5. Current Reporting Period End Date (MM/DD/YYYY) 12-31-2011	6. Is this the last Report of the Award Period? <input type="radio"/> Yes <input checked="" type="radio"/> 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 Dale Merten C.O.O.	7c. Telephone (area code, number and extension) 360-864-2044	
	7d. Email Address BTOP@toledotel.com	
7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 02-24-2012	

Project Indicators (This Quarter)

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

Our outreach to Tribal Members included a direct mailing campaign to over 700 households. Each year before Christmas, our company works with the Lewis County Food bank to increase donations for the needy. We sponsor a 37" LED TV to be drawn from those who donate food or money. This is always very popular event, which provided additional exposure for our Grant Program. Our Computer Literacy Training continues to grow in both new students and new class offerings. We seated 36 new students for basic classes and saw 31 students return for advanced training classes.

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	45	We are under target by 31 new subscribers for the quarter. Our warehouse suffered a small fire mid-November. The clean-up from smoke damage required full staff attention. We therefore rescheduled several installations. Overall, new participant applications were down for the quarter, probably related to the Holiday Season.
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).

As mentioned above; Our warehouse suffered a small fire mid-November. The clean-up from smoke damage required full staff attention. We therefore rescheduled several installations.

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
Toledo / Cowlitz Broadband Initiative	Toledo WA	Direct Mailing to Cowlitz Tribal Members	750	20	12	0
Toledo / Cowlitz Broadband Initiative	Toledo WA	Annual food drive for the Lewis County Food Bank. Our office is the main collection point for food and money donations for the Food Bank. Each year, we give away a 37" LED TV in a drawing of those who donate. This creates a great deal of foot traffic to our office and a great opportunity to explain our grant program!	200	24	24	0
Toledo / Cowlitz Broadband Initiative	Toledo WA	Applications from participants continue to be received and each is reviewed carefully. Approved applicants are scheduled for the Basic Training Class, all others are notified their applications were not accepted.	750	470	0	0
Toledo / Cowlitz Broadband Initiative	Toledo WA	Participants completed Basic Computer Training which qualifies them to receive a laptop computer and broadband.	365	327	313	12

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
Total:			2,065	841	349	12

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).

Each new subscriber must identify on the application if they are applying as a residence or business. Toledo Telephone is the primary broadband provider in the area, therefore we know our current subscription rate and can measure the increase in subscribers from this program. We survey our participants during and after training, and will survey again at the end of the program to determine sustained subscription rates.

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).

As mentioned above; Our warehouse suffered a small fire mid-November. The clean-up from smoke damage required full staff attention. We therefore rescheduled several installations. Overall, new participant applications were down for the quarter, probably related to the Holiday Season.

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

Households: 349

Businesses and CAIs : 12

Project Indicators (Next Quarter)

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

Next quarter we plan to focus on a door-to-door campaign. We know there are many households in the area that only have a cell phone. Often, these residents do not shop or work in our community and have not seen our posters and flyers, nor have they participated in community events. We believe the only way to connect with these people is by contacting them at home.

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).

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	58	We expect to be very close to original estimates
2.b.	Equipment Purchases	-	Milestone Data Not Required
2.c.	Awareness Campaigns	-	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).

The area has experienced severe and unusual snow storms, followed by heavy rains and flooding. If this weather pattern continues we may be forced to close or re-schedule some classes.

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	\$176,473	\$176,473	\$0	\$81,058	\$81,058	\$0	\$105,000	\$105,000	\$0
b. Fringe Benefits	\$63,530	\$63,530	\$0	\$32,058	\$32,058	\$0	\$41,000	\$41,000	\$0
c. Travel	\$5,000	\$5,000	\$0	\$137	\$137	\$0	\$1,000	\$1,000	\$0
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$722,750	\$244,250	\$478,500	\$348,046	\$77,611	\$270,435	\$450,000	\$98,000	\$352,000
f. Contractual	\$59,400	\$59,400	\$0	\$6,169	\$6,169	\$0	\$8,000	\$8,000	\$0
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$1,841,975	\$212,000	\$1,629,975	\$830,443	\$121,990	\$708,453	\$1,080,300	\$158,000	\$922,300
i. Total Direct Charges (sum of a through h)	\$2,869,128	\$760,653	\$2,108,475	\$1,297,911	\$319,023	\$978,888	\$1,685,300	\$411,000	\$1,274,300
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$2,869,128	\$760,653	\$2,108,475	\$1,297,911	\$319,023	\$978,888	\$1,685,300	\$411,000	\$1,274,300

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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Empty space for providing additional details or comments.