

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 54-42-B10500	3. DUNS Number 168560410
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4. Recipient Organization

 WorkForce West Virginia 112 California Ave, Suite 609, Charleston, WV 25305-0112

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 Robert C Fernatt Information Systems Manager	7c. Telephone (area code, number and extension) 304-558-5920 X2249
	7d. Email Address robert.c.fernatt@wv.gov

7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 12-27-2013
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PROJECT INDICATORS					
1. Are you establishing new Public Computer Centers (PCCs) or improving existing PCCs?					
<input type="radio"/> New <input type="radio"/> Improved <input checked="" type="radio"/> 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	20	42	62	
	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	1	19	20	
	Other Community Support-Governmental				
	(please specify): National Guard Armories and Veterans' Assistance Centers	12	0	12	
	Other Community Support-Non-Governmental				
	(please specify): Non-profit veterans' outreach	1	0	1	
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
(*)2915 Old Bramwell Road, Bluefield, WV 24701	1	40	4	3	1
(*)1000 Fixed Wing Dr, Bridgeport, WV 26330	1	40	4	3	1
(*)50 Armory Road, Buckhannon, WV 26201	1	40	4	3	1
(*)5 Armory Rd, Clarksburg, WV 26301	3	40	4	3	5
(*)1072 State St, Gassaway, WV 26624	1	40	4	3	18
(*)800 Virginia Ave, Huntington, WV 25704	1	40	4	3	3
(*)400 Kelley Dr, Keyser, WV 26726	1	40	4	3	36
(*)21 Veteran Blvd, Henlawson, WV 25624	1	40	0	3	1
(*)5 Armory Rd, St. Albans, WV 25177	1	40	4	3	3
(*)3 Armory Way, Summersville, WV 26651	3	40	4	3	4
(*)600 Stewart St, Welch, WV 24801	2	40	4	3	9
(*)452 Mylan Park Ln, Morgantown, WV 26505	6	40	0	3	4

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
(*)1501 9th St, Moundsville, WV 26041	1	40	4	3	1
6760 Ashton Upland Rd Ashton, WV 25503	1	20	0	1	16
261 Cougar Dr, Baker, WV 26801	1	32	0	1	16
38487 Pond Fork Rd, Wharton, WV 25208	1	14	3	1	16
4 Mile Creek Rd, Branchland, WV 25506	1	32	0	1	21
4715 Staunton-Parkersburg Turnpike, Durbin, WV 26264	1	20	0	1	16
1 Library Ln, Ste 1, Left Hand, WV 25251	1	24	0	1	16
Route 28, Green Bank, WV 24944	2	43	0	1	32
5556 Interstate Hwy, Hanover, WV 24839	1	40	0	1	20
116 Snowshoe Dr, Slatyfork, WV 26291	1	40	0	1	16
102 Fourth St, Mullens, WV 25882	2	39	5	1	29
106 Main St, New Haven, WV 25265	1	28	0	1	16
1519 Cook Parkway, Oceana, WV 24870	1	39	4	1	30
500 Roosevelt Blvd, Eleanor, WV 25070	1	46	6	1	16
Main St, Poca, WV 25159	1	46	6	1	16
494 John Slack Cir, Racine, WV 25165	1	33	2	1	4
323 Virginia St, Ravenswood, WV 26164	2	38	6	1	32
2 Cunningham Ln, Walton, WV 25286	1	26	4	1	16
38175 Coal River Rd, Whitesville, WV 25209	1	14	2	1	12
8 Brown St, Mason, WV 25260	1	24	0	1	16
4208 Wallback Road, Valley Fork WV 25285	2	40	0	10	10
214 Midway Rd, Alum Creek, WV 25003	1	32	0	1	5

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					

Prior to Improvement					
1321 Plaza East, Charleston, WV 25325	10	42	0	1	100
195 Davis St, Ste 102 Princeton, WV 24740	8	45	0	1	150
110 Park Ave, Ste 100 Welch, WV 24801	3	45	0	1	30
20 Red Oaks Shopping Ctr, Ronceverte, WV 24970	2	42	0	1	50
200 New River Town Center, Beckley, WV 25801	8	42	0	1	200
300 Prosperity Lane, Ste 277, Logan, WV 25601	7	42	0	1	50
830 Northside Dr, Ste 123, Summersville, WV 26651	5	45	0	1	75
2699 Park Avenue, Suite 240, Huntington, WV 25704	16	44	0	1	250
19 Putnam Village Shopping Ctr, Teays, WV 25569	5	42	0	1	40
1023 N. Randolph Ave Elkins, WV 26241	11	42	0	1	50
1929 State Road 55, Rm 4, Moorefield, WV 26836	4	42	0	1	75
16 Sterling Drive, Bridgeport, WV 26330	5	42	0	1	250
300 Lakeview Ctr Parkersburg, WV 26101	16	49	0	1	425
320 Adams St, Ste 107 Fairmont WV 26241	8	42	0	1	75
100 Municipal Plaza, Ste 300, Weirton, WV 26062	4	42	0	1	30
304 Scott Ave Morgantown, WV 26508	7	42	0	1	300
1275 Warwood Ave Wheeling, WV 26003	8	42	0	1	100
206 Stone Dr Ripley, WV 25271	4	42	0	1	35
891 Auto Parts Pl, Suite 1314 Martinsburg, WV 25403	5	42	0	1	150
308 Walnut Ave, Alderson, WV 24910	6	32	6	1	48
105 Congress St, Berkeley Springs, WV 25411	6	41	3	1	185
235 Kanawha St, Burnsville, WV 26335	6	37	4	1	74

2087 Northwestern Pike, Capon Bridge, WV 26711	9	33	4	1	93
601 Railroad St, Chester, WV 26034	7	43	4	1	134
47 Mill St, Cowen, WV 26206	3	42	0	1	33
63 Library Ln, Craigs ville, WV 26205	5	40	6	1	81
416 Davis Ave, Elkins, WV 26241	8	55	7	1	642
214 Walnut St, Glenville, WV 26351	9	35	3	1	99
200 Beech St, Grafton, WV 26354	8	45	3	1	152
7999 Lynn Ave, Hamlin, WV 25523	36	47	5	1	246
153 W. Main St, Romney, WV 26757	13	40	6	1	168
151 Polk St, Harpers Ferry, WV 25425	5	43	7	1	123
Route 33, Harman, WV 26270	4	28	4	1	50
Main St, Lost Creek, WV 26385	6	30	4	1	35
375 Main St, Madison, WV 25130	16	40	8	1	98
500 8th St, Marlinton, WV 24954	30	46	0	1	300
101 W. King St, Martinsburg, WV 25401	43	52	12	3	890
Main & Broad Sts., Middlebourne, WV 26149	5	33	5	1	74
Rt 219/250, Mill Creek, WV 26280	6	32	4	1	100
102 N. Main St, Moorefield, WV 26836	15	43	4	1	333
700 Fifth St, Moundsville, WV 26041	12	46	7	1	368
210 S. Court St, New Cumberland, WV 26047	6	39	0	1	105
160 Washington St, New Martinsville, WV 26155	8	37	7	1	150
114 S. 4th Ave, Paden City, WV 26159	5	32	3	1	44
301 Walnut St, Parsons, WV 26287	8	44	3	1	104
256 N. Main St, Franklin, WV 26807	2	28	6	1	44
18 Mt. View St, Petersburg, WV 26847	12	43	3	1	191
23 College Dr, Peterstown, WV 24963	7	30	3	1	61

102 S. Main St, Philippi, WV 26416	15	39	4	1	216
124 Castle Rock Ave, Pineville, WV 24874	16	40	4	1	343
508 Viand St, Point Pleasant, WV 25550	32	40	8	1	194
3530 Buffalo Rd, Buffalo, WV 25033	8	46	6	1	59
4219 State Rt 34, Hurricane, WV 25526	36	46	6	1	232
208 N. Church St, Ripley, WV 25271	13	48	6	3	438
602 Nicholas St, Rupert, WV 25984	6	28	5	1	150
40 Bridge St, Shinnston, WV 26431	4	34	0	1	57
110 Parking Plaza, Spencer, WV 25276	14	40	4	1	209
701B E. State Ave, Terra Alta, WV 26764	3	40	0	1	29
Route 219S, Valley Head, WV 26294	3	32	0	1	82
3442 Main St, Weirton, WV 26062	31	47	7	3	321
945 Main St, Wellsburg, WV 26070	8	43	7	1	730

Add New PCC

Remove New PCC

After Improvement

1321 Plaza East, Charleston, WV 25325	40	42	0	100	654
195 Davis St, Ste 102 Princeton, WV 24740	14	45	0	10	285
110 Park Ave, Ste 100 Welch, WV 24801	17	45	0	10	139
20 Red Oaks Shopping Ctr, Ronceverte, WV 24970	7	43	0	10	62
200 New River Town Center, Beckley, WV 25801	24	45	0	10	212
130 Stratton Street Logan, WV 25601	11	43	0	10	34
830 Northside Dr, Ste 123, Summersville, WV 26651	11	48	0	10	48
2699 Park Avenue, Suite 240, Huntington, WV 25704	16	43	0	10	242
19 Putnam Village Shopping Ctr, Teays, WV 25569	7	43	0	10	28
1023 N. Randolph Ave Elkins, WV 26241	14	42	0	10	153
151 Robert C Byrd Industrial Park Rd Moorefield, WV 26836	8	42	0	10	276

16 Sterling Drive, Bridgeport, WV 26330	18	42	0	10	126
300 Lakeview Ctr Parkersburg, WV 26101	28	43	0	10	390
320 Adams St, Ste 107 Fairmont WV 26241	11	43	0	10	342
100 Municipal Plaza, Ste 300, Weirton, WV 26062	8	42	0	10	102
304 Scott Ave Morgantown, WV 26508	19	42	0	10	155
1275 Warwood Ave Wheeling, WV 26003	15	42	0	10	479
206 Stone Dr Ripley, WV 25271	17	45	0	10	109
891 Auto Parts Pl, Suite 1314 Martinsburg, WV 25403	10	42	0	10	216
308 Walnut Ave, Alderson, WV 24910	8	32	6	1	80
105 Congress St, Berkeley Springs, WV 25411	12	41	3	1	446
235 Kanawha St, Burnsville, WV 26335	8	37	4	1	106
2087 Northwestern Pike, Capon Bridge, WV 26711	13	33	4	1	172
601 Railroad St, Chester, WV 26034	8	43	4	1	150
47 Mill St, Cowen, WV 26206	4	42	0	1	49
63 Library Ln, Craigsville, WV 26205	11	40	6	1	196
416 Davis Ave, Elkins, WV 26241	11	55	7	1	689
214 Walnut St, Glennville, WV 26351	15	35	3	1	211
200 Beech St, Grafton, WV 26354	12	45	3	1	215
7999 Lynn Ave, Hamlin, WV 25523	40	47	5	1	261
153 W. Main St, Romney, WV 26757	25	40	6	1	358
151 Polk St, Harpers Ferry, WV 25425	12	43	7	1	218
Route 33, Harman, WV 26270	7	28	4	1	59
Main St, Lost Creek, WV 26385	9	30	4	1	81
375 Main St, Madison, WV 25130	20	40	8	1	105
101 W. King St, Martinsburg, WV 25401	47	52	12	3	1,073

Main & Broad Sts., Middlebourne, WV 26149	8	33	5	1	152
Rt 219/250, Mill Creek, WV 26280	10	32	4	1	163
102 N. Main St, Moorefield, WV 26836	19	43	4	1	424
700 Fifth St, Moundsville, WV 26041	14	46	7	1	400
210 S. Court St, New Cumberland, WV 26047	7	39	0	1	121
160 Washington St, New Martinsville, WV 26155	12	37	7	1	213
114 S. 4th Ave, Paden City, WV 26159	7	32	3	1	76
301 Walnut St, Parsons, WV 26287	11	44	3	1	152
256 N. Main St, Franklin, WV 26807	6	28	6	1	82
18 Mt. View St, Petersburg, WV 26847	14	43	3	1	249
23 College Dr, Peterstown, WV 24963	10	30	3	1	80
102 S. Main St, Philippi, WV 26416	18	39	4	1	249
124 Castle Rock Ave, Pineville, WV 24874	17	40	4	1	379
508 Viand St, Point Pleasant, WV 25550	35	40	8	1	242
3530 Buffalo Rd, Buffalo, WV 25033	9	46	6	1	75
4219 State Rt 34, Hurricane, WV 25526	39	46	6	1	280
208 N. Church St, Ripley, WV 25271	16	48	6	3	486
602 Nicholas St, Rupert, WV 25984	12	28	5	1	245
40 Bridge St, Shinnston, WV 26431	6	34	0	1	100
110 Parking Plaza, Spencer, WV 25276	18	40	4	1	272
701B E. State Ave, Terra Alta, WV 26764	5	40	0	1	61
Route 219S, Valley Head, WV 26294	6	32	0	1	94
3442 Main St, Weirton, WV 26062	37	47	7	3	389
945 Main St, Wellsburg, WV 26070	10	43	7	1	762
500 8th St, Marlinton, WV 24954	33	46	0	1	348

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	There has been no equipment of \$5,000 or greater value purchased.
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	674,605	747,089	0
Multimedia	0	0	0
Office skills	2,425	2,360	4,607
ESL	0	0	0
GED	0	0	0
College Preparatory Training	0	0	0
Basic Internet and Computer Use	900	855	2,948
Certified Training Programs	0	0	0
Other (please specify): AARP WorkSearch	5,500	5,439	4,881
Total	683,430	755,743	12,436

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).

The WorkForce Public Computer Center (PCC) modernization project promotes economic recovery by providing the under and unemployed with multiple tools that can enhance their existing skills and aid in the job search: a) each machine is equipped with the latest versions of Windows and Microsoft Office, keyboarding skills software, and resume preparation/coaching software; b) each office is equipped with a multifunction printer-copier-scanner that can provide hardcopy documents and e-mail scanned documents to potential employers; and, c) the high-speed Internet connection allows the use of on-line tools such as ACT's KeyTrain and the AARP WorkSearch program to assist job seekers in career readiness and identifying suitable employment opportunities in addition to typical on-line job search activities. In addition to KeyTrain, WorkForce is also offering WorkKeys testing at select PCCs so that job seekers can earn a Career Readiness Certificate that demonstrates proficiency in key workplace skills. WorkForce is also utilizing the Skype video conferencing machines to promote remote interviewing for job and training placement. Lastly, WorkForce staff members are uniquely equipped to understand the local job market and what types of positions are in demand from which employers. In addition to assisting users with basic computer and Internet skills, WorkForce staff can help job seekers tailor their resumes and online applications for positions that are most needed or showing job seekers the type of training or certification they will need to be more competitive in the local job market.

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).

There have been no subcontracts or sub grants awarded to any organization.

RECIPIENT NAME: WorkForce West Virginia

AWARD NUMBER: 54-42-B10500

DATE: 12/27/2013

OMB CONTROL NUMBER: 0660-0037

EXPIRATION DATE: 6/30/2015

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

From an administrative perspective, WorkForce believes that a dedicated project manager would be an improvement over the existing shared staff model. From a technical perspective, better user/session counting technology that could handle PCs, multifunction printers, and wireless access points would also be useful.