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	25-42-B10006	958165953

4. Recipient Organization

City of Boston One City Hall Plaza, Room M4, Boston, MA 02201

5. Current Reporting Period End Date (MM/DD/YYYY)	6. Is this the last Annual Report of the Award Period?
12-31-2010	◯ 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)
Alice Santiago	617-635-4757
	7d. Email Address
Program Mangement Director	Alice.santiago@cityofboston.gov

7b. Signature of Certifying Official	7e. Date Report Submitted (MM/DD/YYYY):
Submitted Electronically	02-17-2011

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	0	0
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):** Housing Authority & Centers for Youth and Families	3	7	10
Other Community Support-*Non-Governmental* **(please specify):** na	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
BHA, Commonwealth, 35 Fidelis Way, Brighton, MA 02135	10	8	0	12	36
BHA, Franklin Field, 70 Ames St.,- Rear Dorchester, MA 02124	10	14	0	12	11
BHA, Charlestown, 76 Monument St. 2nd Fl., Charlestown, MA 02129	10	4	0	12	15

| 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					
0	0	0	0	0	0

| Add New PCC | Remove New PCC |

After Improvement

BCYF Mildred, 1-5 Mildred Ave., Mattapan, MA 02126	15	24	0	100	68
BCYF Condon, 200 D St., South Boston, MA 02127	20	35	0	100	26
BCYF Jackson Mann, 500 Cambridge St., Allston, MA 02134	10	5	4	100	15
BCYF, Ohrenberger, 175 W Boundary Rd., West Roxbury, MA 02132	20	11	0	100	50
BCYF Leahy - Holloran, 1 Worrell St., Dorchester, MA 02122	10	24	0	100	4
BCYF Archdale, 125 Brookway Rd., Roslindale, MA 02131	12	25	0	100	108
BCYF Cleveland 11 Charles Street, Dorchester	10	0	0	100	0

[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:

na

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
NA	NA	0	0	NA
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 <u>cumulatively</u> 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	1,134	568	0
Multimedia	0	0	0
Office skills	10	8	16
ESL	20	22	132

Types of Access or Training	Number of People Targeted	Number of People Participating	Total Hours of Training Offered
GED	20	22	54
College Preparatory Training	0	0	0
Basic Internet and Computer Use	240	227	1,280
Certified Training Programs	0	0	0
Other (please specify): Writing, National foundation for Teaching Entrepreneurship	20	33	66
Total	1,444	880	1,548

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).
Some of our computer centers offer job readiness training which includes assistance to prepare resumes, cover letters, identify job leads and do research in advance of interviews. Because the centers are located at or near where residents live, they are able to come in around their work and child care schedules. For example, at the Franklin Field Computer Center, a mother who is taking a basic computer class is using the center to practice what she's learning in class. She is able to apply what she's learning, on the job and thus upgrade her skills and become a more valuable employee. Additionally, her children are also using the center to complete their homework. At another site, the students are using the computers to help them prepare to pass the GED.

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).

NA

9. Please describe any best practices / lessons learned that can be shared with other similar BTOP projects (900 words or less).
We do have any best practices that we would like to share at the moment. As we move forward we will be able to share.

Lessons learned:
Hiring challenges - since our initiative is a partnership around several agencies, it might have been helpful to engage all agencies it identifying qualified candidate; we also could have benefited from more clarity over who the ultimate hiring agency would be. I think building in a flexible approach to staffing up is key.

Project management challenge - one lesson learned here is that each partner really should have one staff person who has both the time and expertise to handle this aspect of the grant rather than having it be an additional responsibility for existing staff.

Change in original personnel was unexpected and we should plan for such occurrences in the future.

Procurement time and procurement complexity - have service procurement agreements in place prior to award announcement so that we could hit the ground running.

Operating Agreements required - it would have been helpful to have these prepared and ready to go in advance of the award so that we would be ready once we learned that we had received the grant.