

RECIPIENT NAME:
AWARD NUMBER:
DATE:

OMB CONTROL NUMBER: 0660-0037
EXPIRATION DATE: 12-31-2010

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 17-43-B10507
	3a. DUNS Number 14-06-52640
	3b. EIN 366005820
4. Recipient Organization (Name and complete address including country, congressional district, and zip code) City of Chicago 50 W. Washington St., Suite 2700 Chicago, IL 60602 Congressional District: Illinois 7	
5. Current Reporting Period End Date (MM/DD/YYYY) 06/30/2010	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 Matthew Guilford Program Manager, Digital Excellence and Innovation	7c. Telephone (area code, number and extension) 312-742-6668
	7d. Email Address matthew.guilford@cityofchicago.org
7b. Signature of Certifying Official _____/s/_____	7e. Date Report Submitted (MM/DD/YYYY): 07/28/2010

Project Indicators (This Quarter)

1. Please describe significant project accomplishments completed during this quarter (150 words or less).

Overall Project
 - Due diligence materials to establish partners as federal grant recipients completed for 10 of 19
 - Working groups completed refinement of program design for SBA
 - Five RFPs issued for BTOP vendors
 - Smart Communities Program Officer hired with a July 6, 2010 start date
 - Recruiting process initiated for all other positions

Equipment Purchases
 - No equipment purchases were made during Q2 2010

Awareness Campaign
 - No awareness campaign activities took place during Q2 2010

Outreach Activities
 - Digital Youth Summer Jobs Orientations were held for participating youth and their parents / caregivers (NB: additional outreach activities are described in addendum to question 4a.)

Training Programs
 - Began developing training program for Digital Youth Summer Jobs program
 - Identified Common Sense Media as training partner for scheduled Train the Trainer July 8, 2010

Other
 - Pilsen Portal maintained 3,201 unique visitors during quarter

2. Please provide the percent complete for the following key milestones in your project. Write "N/A" in the second column if your project does not include this activity. If you provided additional milestones in your baseline plan, please insert them at the bottom of the table. Unless otherwise indicated in the instructions, 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 (100 words or less).

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	22	The discrepancies between the achieved percent complete and the projected percent complete as indicated in the baseline report are due to the delay in drawing down funds. See question 3 for further clarification.
2.b.	Equipment Purchases	0	See 2.a. narrative above.
2.c.	Awareness Campaigns	0	See 2.a. narrative above.
2.d.	Outreach Activities	8	See 2.a. narrative above.
2.e.	Training Programs	12	See 2.a. narrative above.
2.f.	Other (please specify):	3	See 2.a. narrative above.

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 (150 words or less).

The City was unable to draw down funds during the Q2 2010 due to a BTOP Special Award Condition (SAC) that required a certification of the City's financial management system by a licensed public accountant. NTIA revised the SAC in June 2010, but this did not leave the City enough time to begin drawing down funds in Q2 2010. In the interim, the City and its sub-recipients began using internal funds to increase capacity and begin program activities. For example, in Q2 2010 one of the City's sub-recipients committed \$140,096 to launch the Digital Youth Summer Jobs Program.

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 (100 words or less). Unless otherwise indicated in the instructions, figures should be reported cumulatively from award inception to the end of the most recent reporting quarter.

Name of the SBA Activity	Location of SBA Activity	Description of Activity (100 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers (Households and / or Businesses)

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Name of the SBA Activity	Location of SBA Activity	Description of Activity (100 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers (Households and / or Businesses)
Digital Youth Summer Jobs Program Orientation	Humboldt Park PRC +	Orientation to program, work and training schedule, computer incentive program, and FamilyNet Centers; targeted 12 youth and 12 parents / caregivers	24	9	0
Digital Youth Summer Jobs Program Orientation	Chicago Lawn GSC +	Orientation to program, work and training schedule, computer incentive program, and FamilyNet Centers; targeted 12 youth and 12 parents / caregivers	24	24	0
Digital Youth Summer Jobs Program Orientation	Englewood Knock & +	Orientation to program, work and training schedule, computer incentive program, and FamilyNet Centers; targeted 12 youth and 12 parents / caregivers	24	23	0
Total:			72	56	0

4b. Please describe your method for determining number of households and/or businesses subscribing to broadband as a result of your SBA programs (100 words or less).
 N/A

4c. Please provide a narrative description if the total number of new subscribers is different from the targets provided in your baseline plan (100 words or less).
 N/A

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

Households: 0	Businesses: 0
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Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (150 words or less).

Overall Project

- Execute 17 sub-recipient grants
- Complete first quarterly compliance site visits for all sub-recipients
- Complete competitive vendor selection process and execution of five to seven contracts
- Hire five FTE Tech Organizers, six FTE FamilyNet Center Coordinators; one FTE YOUmedia Project Manager; three FTE YOUmedia Digital Mentors; 20 PTE Digital Youth Network Mentors
- Complete orientation for new staff and partners

Equipment Purchases

- Purchase equipment for community organizations
- Purchase and distribute computer incentives for up to 60 youth
- Purchase equipment for two of three YOUmedia program branch library locations

Awareness Campaigns

- Develop branding campaign

Outreach Activities

- Launch asset mapping with Tech Organizers

Training Programs

- Implement first two modules of training: "Digital Citizenship" for Youth and Parent Education

Other

- Launch of four new neighborhood portals (Auburn Gresham, Chicago Lawn, Englewood and Humboldt Park)
- Continue development of existing Pilsen neighborhood portal (PilsenPortal.org)

2. Please provide the percent complete anticipated for the following key milestones in your project as of the end of the next quarter. Write "N/A" in the second column if your project does not include this activity. If you provided additional milestones in your baseline plan, please insert them at the bottom of the table. Unless otherwise indicated in the instructions, figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please provide a narrative description if the planned percent complete is different from the target provided in your baseline plan (100 words or less).

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	49	Due to the delay in drawing down funds caused certain overall project (e.g. hiring key staff) and training program activities (e.g. executing vendor contracts) start dates to be delayed. All other activities should catch up to the projected baseline levels during the next quarter.
2.b.	Equipment Purchases	51	See 2.a. narrative above.
2.c.	Awareness Campaigns	38	See 2.a. narrative above.
2.d.	Outreach Activities	32	See 2.a. narrative above.
2.e.	Training Programs	15	See 2.a. narrative above.
2.f.	Other (please specify):	80	See 2.a. narrative above.

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 (150 words or less).

The City's sub-recipient will front-fund Digital Youth Summer Jobs Program activities until the City is able to draw down and advance funds.

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	\$92,396	\$92,396	\$0	\$10,373	\$10,373	\$0	\$20,746	\$20,746	\$0
b. Fringe Benefits	\$30,665	\$30,665	\$0	\$3,445	\$3,445	\$0	\$6,890	\$6,890	\$0
c. Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
f. Contractual	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$8,720,377	\$1,646,000	\$7,074,366	\$137,226	\$137,226	\$0	\$2,388,744	\$479,853	\$1,908,891
i. Total Direct Charges (sum of a through h)	\$8,843,433	\$1,769,066	\$7,074,366	\$151,044	\$151,044	\$0	\$2,416,388	\$507,489	\$1,908,891
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTALS (sum of i and j)	\$8,843,433	\$1,769,066	\$7,074,366	\$151,044	\$151,044	\$0	\$2,416,388	\$507,489	\$1,908,891

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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