



FIRST PERFORMANCE PROGRESS REPORT First Quarter 2010

1. Recipient Organization (<i>Name and complete address including zip code</i>) Maine State Library 64 State House Station Augusta, ME 04333	2. Award Identification Number 23-41-B10524
3. Performance Narrative (Q1) <i>Please describe your project activities and progress for the first quarter of 2010. This should include a description of federal expenditures to date, key milestones, the primary activities needed to accomplish those milestones, significant project accomplishments, and any delays or challenges. Please use the milestone categories provided in your baseline report (e.g., equipment purchases, outreach activities, training programs) to help structure your answer. (500 words or less)</i> 1. Federal Expenditures: We did not spend any federal funds in the first quarter. 2. Key Milestones: Equipment/Supply Purchase No equipment or supplies were purchased in the first quarter. Public Computer Centers established: NA Public Computers Centers Improved: None in the first quarter. New Workstations installed/Workstations Upgraded: None in the first quarter. Outreach Activities: The Governor of Maine issued a press release about the receipt of the grant. The Maine State Library generated a press release that was distributed through the Maine State Library online news and Twitter feed. A web portal for information about the PCC grant was created as a resource for libraries that are Public Computing Centers. The Maine State Library also has created guidance that can be used by PCCs to customize shortcuts to resources provided by our partners. http://www.maine.gov/tools/whatsnew/index.php?topic=LibNews&id=105852&v=Article2 http://www.maine.gov/msl/recovery/index.shtml http://www.maine.gov/msl/recovery/justice.htm Training Programs: Our partner, The Maine Justice Action Group, sponsored training at four regional locations for librarians. This training was to explain the resources developed for librarians so they can introduce patrons to legal information, advice and assistance to the HelpME Law website - http://www.helpmelaw.org/ . This website was developed by our partner as a resource for the PCCs and all Maine public libraries. Seventy-five percent of Maine citizens represent themselves in court. The resources allow librarians to introduce Maine citizens to free legal resources statewide. Other: Personnel: Completed job descriptions; received proper state procurement permissions for temp/contract employees for 2 grant positions; working with state approved vendors to fill these 2 positions. Anticipated start date will be the first week in November 2010. 3. Significant project accomplishments: The Access to Justice initial training went very well and will be repeated and also offered as webinars. Response to this training was very positive on the MELIBS (Maine Libraries listserv). 4. Delays and Challenges Equipment RFP is delayed.	

4. Performance Projections (Q2)

Please describe your anticipated project activities and progress for the next quarter. This should include a description of federal expenditures, key milestones, the primary activities needed to accomplish those milestones, significant project accomplishments, and any potential delays or challenges you foresee. Please use the milestone categories provided in your baseline report (e.g., equipment purchases, outreach activities, training programs) to help structure your answer. (500 words or less)

1. Anticipated Expenditures for 2nd Quarter:

Equipment/Supplies:

Purchase Laptops, desktops, projectors, cases, video conferencing units and licenses: **\$1,074,999**

Detail:

Desktop Computers (hardware and software): **\$376,500.00**

Laptop Computers (hardware and software): **\$387,000.00**

Total computers: **\$763,500.00**

30 Laptops for mobile lab: **\$45,000.00**

3 projectors: **\$ 4,500.00**

6 rolling cases: **\$ 1,950.00**

Total: **\$51,450.00**

11 Video conferencing units: **\$223,839.00**

VCS Licenses - Infrastructure equipment: **\$ 23,845.00**

Movi and content server Licenses: **\$ 12,365.00**

Total video conferencing costs: **\$260, 049.00**

Public Computer Centers Established: NA

Public Computers Centers Improved:

Desktops and laptops to be installed in 3rd Quarter, 107 PCC libraries.

Video conferencing equipment to be installed 2nd and 3rd quarter in 11 PCC libraries.

New Workstations installed/Workstations Upgraded:

508 desktops and laptops will be installed during the 3rd Quarter.

Travel:

BTOP Round 2 Participant Workshop for 2 people; other state travel: **\$ 1450.00**

Other:

Supplies and materials for outreach (posters): **\$916**

2. Key Milestones:

Anticipated Activities for 2nd Quarter:

Hire Project Manager and Training/Education Specialist.

Release RFP for desktops, laptops, video conferencing equipment and mobile laptop labs.

Order equipment and software.

Develop an implementation schedule.

Develop a reporting system.

Schedule project participant meetings and trainings as well as partner meetings.

Course software procurement and creation.

3. Anticipated project accomplishments

Train 107 PCC libraries proper reporting process.

Map Partner activities and align with project goals.

4. Potential delays or challenges

The delivery of hardware to 107 libraries in a timely manner.

5. 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.

5a. Typed or Printed Name and Title of Authorized Certifying Official	5c. Telephone (<i>area code, number and extension</i>) 207-287-5620
Linda Lord Maine State Librarian	5d. Email Address Linda.lord@maine.gov
5b. Signature of Authorized Certifying Official	5e. Date Report Submitted (<i>Month, Day, Year</i>) October 28, 2010

According to the Paperwork Reduction Act, as amended, no person is required to respond to, nor shall any person be subject to penalty for failure to comply with, a collection of information subject to the requirements of the PRA, unless that collection of information displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 1 hour and 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Anthony G. Wilhelm, Director, Broadband Technology Opportunities Program, Office of Telecommunications and Information Applications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 4887, Washington, D.C. 20230.