QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION

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	25-43-B10574	859935004

4. Recipient Organization

MYWAY VILLAGE, INC. 300 CONGRESS ST STE 305, QUINCY, MA 02169

5. Current Reporting Period End Date (MM/DD/YYYY)	6. Is this the last 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)
Andrew Lowenstein	(617) 594-5727
	7d. Email Address
Chief Financial Officer	alowenstein@mywayvillage.com
7b. Signature of Certifying Official	**7e. Date Report Submitted (MM/DD/YYYY):**
Submitted Electronically	01-28-2011

Project Indicators (This Quarter)

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

In this quarter, we have created 10 new jobs in Northern Illinois and already sparked dramatic changes within our project partner's low income housing buildings. We have launched training programs in 8 of 23 project buildings, installing 8 Computer Learning Centers and enrolling 440 building residents,10 neighborhood outreach trainees and 24 Collaborator Staff Members in our training programs. To attain these accomplishments, we focused on project management tools. We instituted clear processes around purchasing and inventory management, made strides to "audit-proof" our equipment procurement and inventory documentation and built a robust reporting system to track all time, training, attendance and learning results for all building resident, staff and outreach trainees in our program. We sent partner agreements to each of our 14 program collaborators and conducted 23 site visits to each building to finalize the technical and partner match details for agreement execution. We selected Northern Illinois University as the new Evaluation partner for the Research, Evaluation and Dissemination component of our project, and assisted them in understanding our program so that they can design effective evaluation surveys. We began awareness and outreach campaigns in most of our program cities, filming 2 launches, conducting 1 television and 1 radio interview and promoting 2 newspaper articles. We also shot interviews and footage for a series of videos to be produced next quarter for broader dissemination. Finally, we set up an open, competitive multi-region tender to procured a contracts for the building networks to bring broadband access to each apartment in our 23 project buildings. This tender will complete in the middle of next quarter.

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	8	The project was slightly behind its goal of 8.5% completion because of spending that was pushed into the following quarter.
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).

The project faced many challenges including a change in matching funds partners, finalizing a partnership for evaluation and adapting to government procurement practices. We have successfully overcome all these obstacles as follows.

MyWay Village was originally awarded a $1.2 million matching funds grant from the Illinois Department of Commerce and Economic Opportunity. In this quarter, we learned that the enabling legislation behind the bond issue funding this grant required funds to be disbursed only to non-profit institutions (and MyWay Village, Inc. is for profit). By the end of the quarter, DCEO identified a suitable non-profit organization through which it could disburse funds; the Partnership for a Connected Illinois. MyWay Village signed a sub-grant agreement with PCI and received its first installment of matching funds in the last days of the quarter. We do not require technical assistance from the BTOP program in this area at this time.

The university which MyWay Village had, through our evaluation contractor DSSA, selected to work with for Research, Evaluation and Dissemination fell through during contract discussions. Our contractor and project team spent some time searching for a suitable replacement evaluation partner and, toward the end of quarter, selected Northern Illinois University. Since an agreement for this work was not concluded until the following quarter, we will file an Award Action Report for a scope change in the next quarter, but our progress in identifying and securing a strong partner will help evaluation succeed.

As a young company without public sector experience, MyWay Village had previously not worked with Federal procuring requirements. In this quarter, however, we issued and instituted internal procurement policies and procedures, revamped our financial systems and launched an open, competitive tender for contracts to install broadband equipment in project buildings. We do not require technical assistance from the BTOP program in this area at this time.

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
Opening Computer Learning Centers	Chicago (1), Oak Park (1), Morris (1), Kankakee (1), Rockford (1), Joliet (1), Rock Island (2)	In this quarter, the project opened eight Computer Learning Centers (CLC). Each CLC includes workstations appropriate for instruction, Touch Screen computers for trainees with disabilities, a printer/ scanner, tables or desks, chairs, and all of the cabling and electrical equipment to provide broadband connections. The opening of each CLC coincided with Awareness Events and the start of Training Programs.	0	0	0	8
Awareness Events	Chicago (2), Oak Park (1), Morris (1), Kankakee (1), Rockford (1), Joliet (1), Rock Island (2)	The quarter began with the project's first awareness event, a press conference announcing the BTOP Award and the framework of the project as hosted by Danny Davis, US Congressman (7th District, Illinois). This event was held at Elois McCoy Apartments (Habilitative Systems Inc.) on Chicago's West Side. The event was attended by building tenants, neighborhood guests, and community leaders, all covered by local media. The pre-launch and launch events surrounding each of the eight Computer Learning Centers also builds awareness to the building residents and neighborhood guests. The project uses several different events all culminating into an Launch event where all building residents are invited to attend to learn more about the training program, and 440 enrolled in the training programs as a result. In addition, local mayors, aldermen, councilmen, public housing authority leaders and other community leaders attended. Several of these events were covered by local press and TV. MyWay Village filmed four launches and plans to edit and release videos of these events in the next quarter. After the launches, project staff engaged building staff to assist in outreach efforts to the neighborhoods surrounding project buildings. This resulted in the first outreach enrollees in the training programs.	1,243	530	0	0
Training Programs	Chicago (1), Oak Park (1), Morris (1), Kankakee (1), Rockford (1), Joliet (1), Rock Island (2)	In this quarter in 8 communities the project launched the Connected Living Adoption and Sustainability Program. This program includes individual and small group classes for beginners, intermediate and advanced computer users to learn how to use broadband services. Each trainee in the beginner program takes 12 lessons before taking a computer and Internet proficiency test to evaluate their level of accomplishment before progressing.	1,243	440	0	0
Total:			2,486	970	0	8

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).

Most of the households or CAIs that subscribe to broadband as a result of our SBA programs reside in the low income housing buildings where we conduct our training. Our project conducts an survey of each resident (to determine, among other things, whether the resident is a current broadband subscriber) to establish a baseline of broadband usage. As a trainee proceeds through our program and passes a computer and Internet proficiency evaluation, they receive a discounted computer and a free broadband connection for the duration of this program. They must provide the project team with proof that they have enrolled, so that we can have an accurate accounting of the number of new broadband subscribers.

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).

Our project has not yet created new household subscribers or diverged from the targets provided in our baseline report.

4d. Please provide the number of households and the number of businesses and CAIs receiving discounted broadband service as result of BTOP funds.	
Households: 0	**Businesses and CAIs :** 8

Project Indicators (Next Quarter)

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

For the next quarter, the first quarter of 2011, we have planned for 15 additional launches, facilitated by18 additional full time and part time hires. By the end of the quarter we will have completed the installation of Computer Learning Centers and started training programs in all 23 project buildings. In addition, by the end of the quarter we will have awarded contracts for the building network tender, and work will be started to bring broadband access to every apartment in the project buildings making it possible for the project to begin awarding computers and converting successful trainees to individual (household) subscribers soon after. Our third party project evaluation team will have completed its first round of assessments, and our dissemination contractor will have built and launched our project dissemination website. Relative to our project partners, we will execute all partner agreements and complete implementation of a new system to record all partner matches (the project also receives matches from the State of Illinois and the grant awardee). We will secure new partners for outreach, launching programs with community organizations, local anchor institutions and other BTOP programs. We also will enhance our computer inventory by establishing relationships with refurbished computer providers as partnerships, several of whom were identified and courted in the previous quarter.   in the next quarter, the evaluation portion of our Research, Evaluation and Dissemination contract will begin with the completion of baseline surveys. Relative to PR, media and dissemination, we will have 2 new premium quality videos ready for distribution. Finally, we intend to expand our Volunteer programs by creating local relationships with national volunteer organizations such as Americorp/Vista.

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**	28	We believe that we may be slightly ahead of our projections by the end of next quarter, but the actual results will be determined in part by the outcome of an open, competitive tender to bring broadband access to resident apartments in project buildings. If the winning bids are higher or lower and work begins immediately, there may be a variance to this number.
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).

We anticipate potential challenges if we do not attract an adequate number of responses to our procurement tender, of if the costs in the most attractive bids we receive are higher than our approved budget for this item. If that happens, our mitigation strategy will be to reject or try to negotiate down any bids that are too high, or to request permission to negotiate directly with non-competing vendors. IA second challenge we face is finding ways to stretch our user computer budget, since we believe we may attract more trainees than we have computers in our budget. We have already begun to investigate lower cost computers, and when we find them will apply for a scope change. Finally, we are challenged in the Outreach arena to select the best partners. The Outreach potential is so great, and the framework so vast, that we must finalize which opportunities to pursue. Our current approach is to create an outreach opportunities grid to help us compare each candidate. No assistance is requested from the BTOP program in any of the above challenges at this time.

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.

Cost Classification	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		
	Total Cost (plan)	Matching Funds (plan)	Federal Funds (plan)	Total Cost	Matching Funds	Federal Funds	Total Costs	Matching Funds	Federal Funds
a. Personnel	$1,998,973	$645,333	$1,353,640	$103,819	$0	$103,819	$343,984	$0	$343,984
b. Fringe Benefits	$411,923	$140,118	$271,805	$29,586	$0	$29,586	$96,172	$0	$96,172
c. Travel	$88,050	$0	$88,050	$37,034	$0	$37,034	$61,494	$0	$61,494
d. Equipment	$1,668,460	$1,209,944	$458,516	$217,710	$192,191	$25,519	$1,079,730	$606,230	$473,500
e. Supplies	$161,000	$0	$161,000	$8,923	$0	$8,923	$27,898	$0	$27,898
f. Contractual	$399,983	$0	$399,983	$34,274	$0	$34,274	$92,871	$0	$92,871
g. Construction	$0	$0	$0	$0	$0	$0	$0	$0	$0
h. Other	$1,714,703	$101,998	$1,612,705	$94,425	$0	$94,425	$194,820	$12,750	$182,070
i. Total Direct Charges (sum of a through h)	$6,443,092	$2,097,393	$4,345,699	$525,771	$192,191	$333,580	$1,896,969	$618,980	$1,277,989
j. Indirect Charges	$385,743	$0	$385,743	$21,345	$0	$21,345	$70,425	$0	$70,425
k. TOTALS (sum of i and j)	$6,828,835	$2,097,393	$4,731,442	$547,116	$192,191	$354,925	$1,967,394	$618,980	$1,348,414

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