FIRST PERFORMANCE PROGRESS REPORT
2010

1. Recipient Organization *(Name and complete address including zip code)* Oklahoma City University 2501 N. Blackwelder Oklahoma City, OK 73106	2. Award Identification Number 40-41-B10526

3. Performance Narrative (Q1)

Please describe your project activities and progress for the first quarter of your award period. 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)

During the first quarter of our award, Oklahoma City University accomplished its initial goals toward establishment of the Intergenerational Computer Center (ICC). No federal funds have been drawn to date, although approximately $24,000 in reimbursable expenses has been accrued.

With regard to the key milestones, no equipment or supplies were purchased, established, installed, upgraded, or improved since the ICC is not yet in existence. Outreach activities included discussions with our partners to further identify the training needs of each agency's clients, timing considerations, on-site challenges (i.e. availability of wireless networks, security, handicapped access), and specific responsibilities of each party. We also initiated a more detailed needs assessment to determine the initial training courses that will be needed. This will help guide the specific curriculum to be included at the ICC as well as at sites visited by the mobile lab.

Significant project accomplishments include establishment of an oversight group, development of a detailed timeline, internal and external meetings regarding curriculum and equipment needs, initiating a needs assessment process, review of existing purchasing protocols (particularly for computer equipment), and revising the renovation plans for the building. The detailed timeline includes dates and targets for key elements such as moving the nursing school from the existing building, renovation, job postings and hiring, marketing and awareness campaigns, computer purchases and installation, etc.

OCU is still on track for opening the ICC in late summer/early fall of 2011. The new nursing facility is still scheduled to be complete in early 2011, and then renovation for the ICC can take place. This is on or slightly ahead of our original schedule.

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)

During the second quarter, OCU anticipates activities very similar to those in the first quarter and federal expenditures will likely be less than $40,000 for Q2. The bulk of our expenditures are expected to occur in Q3 – Q5.

Key milestones in the second quarter are not anticipated to include any purchase, establishment, installation, upgrade, or improvement of equipment or supplies because the ICC will not yet be in existence. We will continue to hold meetings with our partners and community leaders to further define and revise the training courses, curriculum, equipment, and accommodations that ICC clients will need.

Significant project accomplishments in the second quarter will include continuation of the needs assessment project, finalizing the details for the nursing school move in early 2001, final review of the renovation plans, revising (if necessary) and further defining the timeline, and holding regular meetings of the oversight committee. We will begin developing job descriptions and will hold regular meeting of the oversight committee. The committee will determine if it is feasible to begin using the mobile lab prior to the full ICC staff being in place, and OCU's IT department will work to develop solutions to mobile lab access issues identified in our partner meetings. The FY2010 audit has been completed, so OCU will apply for its 2011 federal indirect cost rate by 12/31/10.

No delays or significant challenges are anticipated at this time.

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 Teena E. Belcik]Strategic Projects Consultant	5c. Telephone *(area code, number and extension)* (405)821-0350
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5b. Signature of Authorized Certifying Official	5e. Date Report Submitted *(Month, Day, Year)* October 29, 2010