

**ANNUAL PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS**

**General Information**

<b>1. Federal Agency and Organizational Element to Which Report is Submitted</b>  Department of Commerce, National Telecommunications and Information Administration	<b>2. Award Identification Number</b>  54-42-B10500	<b>3. DUNS Number</b>  168560410
<b>4. Recipient Organization</b>  WorkForce West Virginia 112 California Ave, Suite 609, Charleston, WV 25305-0112		
<b>5. Current Reporting Period End Date (MM/DD/YYYY)</b>  12-31-2010	<b>6. Is this the last Annual Report of the Award Period?</b>  <input type="radio"/> Yes <input checked="" type="radio"/> No	
<b>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.</b>		
<b>7a. Typed or Printed Name and Title of Certifying Official</b>  Robert C Fernatt  Information Systems Manager	<b>7c. Telephone (area code, number and extension)</b>  (304) 558-2660	
	<b>7d. Email Address</b>  robert.c.fernatt@wv.gov	
<b>7b. Signature of Certifying Official</b>  Submitted Electronically	<b>7e. Date Report Submitted (MM/DD/YYYY):</b>  02-10-2011	

**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	1	1
Other Community Support-Governmental (please specify): N/A	0	0	0
Other Community Support-Non-Governmental (please specify): N/A	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
N/A	0	0	0	0	0

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
<b>Prior to Improvement</b>					
1321 Plaza East, Charleston, WV 25301	9	42	0	1	100

Add New PCC

Remove New PCC

**After Improvement**

1321 Plaza East, Charleston, WV 25301	17	43	0	10	160
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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:

N/A

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**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
N/A	N/A	\$0	0	There has been no equipment of \$5,000 or greater value purchased.
<b>Totals:</b>		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 cumulatively 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
<b>Open Lab Access</b>	68,900	63,320	20,124
<b>Multimedia</b>	0	0	0
<b>Office skills</b>	0	0	0
<b>ESL</b>	0	0	0
<b>GED</b>	0	0	0
<b>College Preparatory Training</b>	0	0	0
<b>Basic Internet and Computer Use</b>	0	0	0
<b>Certified Training Programs</b>	0	0	0
<b>Other (please specify):</b> AARP WorkSearch Program	2,000	1,903	2,119
<b>Total</b>	70,900	65,223	22,243

**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).**

The WorkForce Public Computer Center (PCC) modernization project promotes economic recovery by providing the under and unemployed with multiple tools that can enhance their existing skills and aid in the job search: a) each machine will be equipped with the latest versions of Windows and Microsoft Office, keyboarding skills software, and resume preparation/coaching software; b) each office will be equipped with a multifunction printer-copier-scanner that can provide hardcopy documents and e-mail scanned documents to potential employers; and, c) the high-speed Internet connection allows the use of on-line tools such as ACT's KeyTrain and the AARP WorkSearch program to assist job seekers in career readiness and identifying suitable employment opportunities in addition to typical on-line job search activities.

**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).**

There have been no subcontracts or sub grants awarded to any organization.

**9. Please describe any best practices / lessons learned that can be shared with other similar BTOP projects (900 words or less).**

WorkForce began manual user counts in most of its offices by July 2010. It has become evident that this is not the most reliable data collection method and we are now switching to a different solution that can count user logins by site without purchasing dedicated software or hardware. This method involves a unique browser home page URL for each site that is launched on each login to record a date/time stamp and location name. This data can later be aggregated into usage counts by facility in any desirable time frame.

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