

**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>  06-42-B10586	<b>3. DUNS Number</b>  034330303
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**4. Recipient Organization**  
  
 Monterey County Office of Education 901 Blanco Circle, Salinas, CA 939014401

<b>5. Current Reporting Period End Date (MM/DD/YYYY)</b>  12-31-2013	<b>6. Is this the last Annual Report of the Award Period?</b>  <input checked="" type="radio"/> Yes <input type="radio"/> No
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**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>7a. Typed or Printed Name and Title of Certifying Official</b>  Tom Karwin	<b>7c. Telephone (area code, number and extension)</b>  [Empty]
	<b>7d. Email Address</b>  Tom@Karwin.com

<b>7b. Signature of Certifying Official</b>  Submitted Electronically	<b>7e. Date Report Submitted (MM/DD/YYYY):</b>  08-12-2014
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**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)	2	0	2
Libraries	0	10	10
Community Colleges	3	0	3
Universities / Colleges	1	0	1
Medical / Health care Facilities	0	0	0
Public Safety Entities	0	0	0
Job-Training and/or Economic Development Institution	0	0	0
Other Community Support-Governmental (please specify):	0	0	0
Other Community Support-Non-Governmental (please specify): Community Information Center Boys & Girls Clubs of Monterey County National Steinbeck Center (not complete)	2	0	2

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
Boys & Girls Club, 85 Maryal Drive, Salinas, CA 93906	42	40	0	50.75	200
Boys and Girls Club, 1332 La Salle Avenue, Seaside, CA 93955	34	40	0	50.75	200
CSUMB's Chinatown Community Learning Center Center, 22 Soledad Street, Salinas, CA 93901	16	1,200	9	300	3,400
Gonzales High School, 501 5th Street, Gonzales, CA 93926	12	35	0	300	22
Hartnell Alisal Campus, 1752 East Alisal Street, Salinas, CA 93901	30	50	6	1,000	5,270
Hartnell King City Campus, 117 N. Second Street, King City, CA 93901	30	50	6	1,000	1,725
Hartnell main campus, 411 Central Avenue, Salinas, CA 93901	93	50	0	1,000	2,054

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
MCOE main campus, 901 Blanco Circle, Salinas, CA 93901	55	40	0	100	120
MCOE TechMobile (mobile PCC, based at 901 Blanco Circle, Salinas, CA 93901	19	20	4	1,000	130
California State University, Monterey Bay, Chinatown Community Center, 22 Soledad Street, Salinas, CA	16	60	0	6	4,800
Community Information Centers (various locations)	20	20	0		80

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>					
Gonzales High School, 501 5th Street, Gonzales, CA 93926	15	30	0	100	120
Castroville Branch Library, 11160 Speegle Street Castroville, CA 95012				1.5	
Carmel Valley Branch Library, 65 W. Carmel Valley Road Carmel Valley, CA 93924				1.5	
Gonzales Branch Library, 851 Fifth Street Gonzales, CA 93926				1.5	
Greenfield Branch Library, 315 El Camino Real, Greenfield, CA 93927				1.5	
Marina Branch Library, 190 Seaside Circle Marina, CA 93933				1.5	
Prunedale Branch Library, 17822 Moro Road Salinas, CA 93907				1.5	
Seaside Branch Library, 550 Harcourt Avenue Seaside, CA 93955				1.5	

<b>Prior to Improvement</b>					
Soledad Branch Library, 401 Gabilan Drive Soledad, CA 93960				1.5	
King City Branch Library, 402 Broadway Avenue King City, CA 93930				1.5	
Buena Vista Branch Library, 18250 Tara Drive Salinas, CA 93908				1.5	
California State University, Monterey Bay, 100 Campus Center Seaside, CA 93955-8001	0	40	0		30
<input type="button" value="Add New PCC"/>		<input type="button" value="Remove New PCC"/>			
<b>After Improvement</b>					
Gonzales High School, 501 5th Street, Gonzales, CA 93926	27	30	0	1,000	62
Castroville Branch Library, 11160 Speegle Street Castroville, CA 95012				10	
Carmel Valley Branch Library, 65 W. Carmel Valley Road Carmel Valley, CA 93924				10	
Gonzales Branch Library, 851 Fifth Street Gonzales, CA 93926				10	
Greenfield Branch Library, 315 El Camino Real Greenfield, CA 93927				10	
Marina Branch Library, 190 Seaside Circle Marina, CA 93933				10	
Prunedale Branch Library, 17822 Moro Road Salinas, CA 93907				10	
Seaside Branch Library, 550 Harcourt Avenue Seaside, CA 93955				10	
Soledad Branch Library, 401 Gabilan Drive Soledad, CA 93960				10	
King City Branch Library, 402 Broadway Avenue King City, CA 93930				10	

Buena Vista Branch Library, 18250 Tara Drive Salinas, CA 93908				10	
California State University, Monterey Bay, 100 Campus Center Seaside, CA 93955-8001	8	40	10		150

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:**

The TechMobile (mobile PCC) is also used for digital literacy outreach activities at community facilities and special events

**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
Faronics	Deep Freeze Licenses	13	80	Deployed from a central control center
4inkjets.com	Toner for color printers	423	2	One set of refurbished color toner for each PCC Dell 3115 multi-function printer
Black Magic	Pocket Camera	885	5	Used in CSUMB-TAT's autumn video workshop, which is a major focus of our project
Hewlett-Packard	Desktop Computer	830	6	Computers + monitors for digital literacy courses
Hewlett-Packard	Laptop Computer	1,666	1	Used by Project Coordinator and Onsite Trainers
Hewlett-Packard	Tablet Computer	610	7	Used for onsite and offsite digital literacy courses
Apple (iMac)	Desktop Computer	1,250	2	Used for training in more advanced applications, e.g., Photoshop and iMovie, for project-based training. Also used to demonstrate and compare computing platforms
NEC	Digital Projector	920	1	Used for teaching and Computer Club activities; includes wireless access
Kodak	Camcorder	200	1	Used in digital storytelling with adult learner participants
Generic	Microphones, Headphones	30	6	Provides quiet among participants during project-based learning activities
Various	Memory cards, flashdrives, keyboards, rechargeable batteries	75	11	Supplies required for equipment maintenance
Bogen	Wireless microphone	200	1	Used for interviews in digital storytelling activities
Lexmark	Printer	465	1	Used to support printing from sixteen computers
Lexmark	Ink cartridges	1,500	16	Used for color printing, e.g., "Voices on the Street" newspaper
NEC	Replacement Lamp	1	1	Used in digital projector
Cyber Acoustics	Loudspeakers	52	4	External sound reproduction as needed for digital storytelling
Belkin	Surge protectors	192	6	Used to protect electronic equipment from power surges
CompuTrace	Theft protection software	933	14	Licenses for PC desktop and laptop computers; allows tracing of lost/stolen equipment
Kensington	Safe locks	970	16	Used to secure monitors and desktop computers (dual locks)

Manufacturer	Items	Unit Cost per Item	Number of Units	Narrative description of how the equipment and supplies were deployed
Hewlett Packard	Power adqptor for laptop computer	70	1	Spare unit for use as needed
AT&T	Secure Services Gateway (SSG)	575	1	Networking equipment for PCC
AT&T	SSG Extended License upgrade	230	1	Networking license for PCC
ATT	SVC-Juniper Care Next Day Service	56	1	Service contract for networking equipment
AT&T	Catalyst 3750 V2	1,718	1	24-port 10/100 network switch
Lenova	Desktop computers	1,800	92	Replace computers at seventeen branch libraries
Lenova	Laptop computers	2,000	3	Used with library bookmobile, serving rural areas of Monterey County
<b>Totals:</b>		17,664	281	

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>	0	0	0
<b>Multimedia</b>	24,491	13,923	81,286
<b>Office skills</b>	3,702	653	5,146
<b>ESL</b>	0	0	0
<b>GED</b>	0	0	0
<b>College Preparatory Training</b>	100	40	66
<b>Basic Internet and Computer Use</b>	27,851	7,320	69,034
<b>Certified Training Programs</b>	0	0	0
<b>Other (please specify):</b> Computer maintenance and refurbishing, Internet applications, hands-on experience, guided Internet search, etc.	4,566	4,457	197,897
<b>Total</b>	60,710	26,393	353,429

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).

Our PCCs offer training in practical, basic computer and Internet literacy and digital and multimedia skills that participants could apply in school, job searches, and in the workplace. Participants also use these skills for personal enrichment and to accomplish necessary non-work related tasks thereby saving time and resources previously required without computer access.

The MCOE's Public Computer Center program operates through app. 30 new or improved locations, plus a unique mobile PCC, to provide training in both basic digital literacy and beginning levels of digital multimedia production (i.e., audio, video, graphics, animated graphics). The individuals served range through several age groups, emphasizing elementary, high school, community college and university students, as well as adults. The project focuses on low-income individuals in under-served populations. In Monterey County, California this target population is comprised largely of Hispanic individuals. The project provide digital literacy training in areas that are expected to provide access to employment opportunities that could provide increased income, in comparison to agricultural field work and similarly unskilled occupations.

**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).**

Not applicable. We have several sub-awards, but they are not socially and economically disadvantaged small business concerns.

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

The project is developing valuable experience with the mobile PCC (the Techmobile) as a strategy for outreach to persons who often demonstrate unwillingness to travel to community-based brick & mortar training centers. Many people who lack broadband access and related skills often indicate a lack of appreciation for the relevance of the Internet to their own information-related needs and interests. The Techmobile complements the usual PCC based in a public library, school or community facility, and provides alternative practice that is proving to be effective in outreach efforts. It provides a digital technology resource that is comparable in some ways to the library bookmobiles that have served rural areas for decades.

Another important practice of this project is the emphasis on digital multimedia production. Training in this aspects of digital literacy engages the interest and involvement of members of the target population by providing opportunities for personal expression and communication. The idea is that the project could overcome the target population's often-reported lack of interest and commitment to broadband access by introducing them to contemporary tools for communications and informational inquiries. This practice is responsive to current and growing emphasis on the use of multimedia communications in broadband Internet usage. Such communications began with recreational game-playing and commercial advertising and are now growing to be included in the skillset of average computer users (not just "power users") in the general public.

It is best to partner with existing programs, agencies, and community based organizations to deliver new computer-based training programs to capitalize on shared resources and credibility of established partners.

Remain flexible in all aspects of program delivery to best serve the needs of the participants and of the partner agencies. For example develop or modify curriculum to achieve mutual goals, and to maintain interest of the participants.

Instructors should be fluent in the same language spoken by the majority of participants, and engage instructors who are familiar with the communities and cultural environment they are serving.