



FIRST PERFORMANCE PROGRESS REPORT 2010

1. Recipient Organization (Name and complete address including zip code) ZERODIVIDE, 425 BUSH ST STE 300, San Francisco, CA 94108-3721	2. Award Identification Number 06-43-B10540
3. Performance Narrative (Q1) <i>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)</i> <p style="text-align: center;">Generation ZD Digital Literacy Program -</p> <p>In partnership with 7 community anchor institutions (subrecipient partners) in 6 western states (CA, HI, OR, WA, NM, UT), ZeroDivide's Generation ZD Digital Literacy Program will increase broadband use and build broadband application skills for over 140,000 low-income and disadvantaged, urban and rural youth with limited or no access to digital and information technology in the home. This will be accomplished through best practices digital media training resulting in higher educational achievement and job opportunities. ZeroDivide will work with the subrecipient partners in training new broadband users, building replicable best practices digital media curricula, and providing technical assistance and capacity-building support. First quarter activities focused on communication with the subrecipient partners and general project administration including:</p> <ul style="list-style-type: none">• <u>Communicated with subrecipient partners regarding project parameters.</u> Utilized electronic and verbal communication to provide detailed information to subrecipient partners and answer any inquiries. This included verification that all subrecipient partners had obtained DUNS numbers and had updated their profiles in the Dun and Bradstreet website. Work on standardized subaward agreements for subrecipients commenced.• <u>Completed the federal requirements for registering our program.</u> With assistance from our program officer and grants specialist, established reporting mechanisms for American Recovery and Reinvestment Act (ARRA) via Federal Reporting.gov and Post-Award Monitoring (PAM) System.• <u>Began work on First Quarter Reporting.</u> This included work on drafts of BTOP Narrative Report for Sustainable Broadband Adoption (SBA) for first quarter only, Financial Reporting (SF-425 FFR Form), and SBA Baseline Reporting Form – all due during second quarter of the grant. <p><u>Began implementation of uniform data collection/quarterly reporting systems.</u> We reviewed internal reporting mechanisms for targeted improvement, including focus in the area of time reporting and the long term needs of relevant data collection.</p> <p>During the first quarter of the grant, no Federal Expenditures were made.</p>	
4. Performance Projections (Q2) <i>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)</i> <p>During the second quarter, project administration activities and communication with subrecipient partners will include:</p> <ul style="list-style-type: none">• Timely submission of first quarter reports• Working closely with the seven subrecipient partners in finalizing formal partner agreements• Participating in BTOP Round Two Recipient Workshop to meet our program officer and gain additional expertise in all areas of compliance• Conference call meetings with subrecipient partners to provide updates and discuss project specifics moving forward• Conducting site visits with subrecipient partners (i.e. Access Humboldt on November 19th)• Assessing 360 support needs of the subrecipient partners in preparation for 360 training	

- Completing baseline plans

Training the subrecipient partners on reporting and compliance.

During the second quarter of the grant, anticipated Federal Expenditures are approximately \$103,000.

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 David Veneziano, CFO	5c. Telephone (<i>area code, number and extension</i>) 415-773-0388 x 302
	5d. Email Address david@zerodivide.org
5b. Signature of Authorized Certifying Official	5e. Date Report Submitted (<i>Month, Day, Year</i>) 10/29/2010

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