

RECIPIENT NAME: Youth Policy Institute, Inc.

AWARD NUMBER: 06-42-B10579

DATE: 08/26/2013

OMB CONTROL NUMBER: 0660-0037
EXPIRATION DATE: 6/30/2015

QUARTERLY PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS

General Information		
1. Federal Agency and Organizational Element to Which Report is Submitted Department of Commerce, National Telecommunications and Information Administration	2. Award Identification Number 06-42-B10579	3. DUNS Number 022319342
4. Recipient Organization Youth Policy Institute, Inc. 634 S Spring St STE 818, Los Angeles, CA 90014		
5. Current Reporting Period End Date (MM/DD/YYYY) 06-30-2013	6. Is this the last Report of the Award Period? <input type="radio"/> Yes <input checked="" type="radio"/> 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 Dixon Slingerland Executive Director	7c. Telephone (area code, number and extension) (213) 688-2802	7d. Email Address dslingerland@ypiusa.org
7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 08-26-2013	

Project Indicators (This Quarter)

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

During Q2 2013, the Youth Policy Institute (YPI) installed one (1) final public computer center at an elementary school located in one of the most densely populated neighborhoods of Los Angeles. The new computer center is equipped with 10 PC workstations and is primarily used as an instructional resource for students, teachers, and the school's close-knit community of parents. In addition to installation efforts, program staff performed a number of activities related to the upkeep, maintenance, and sustainability of Public Computer Centers (PCCs) throughout Los Angeles.

YPI also continued to coordinate scheduling at PCCs to increase usage, and to increase the number of digital literacy courses available to the public. Early in the quarter, computer instructors finalized curriculum for digitally themed summer youth camps. Digital media summer camps began during the month of June and are available to the public at no cost. YPI also drafted and distributed the second EdTech Newsletter containing best practices and helpful resources. This issue provided the reader with a number of strategic planning tools and educational technology resources to help educators gear up for the upcoming school year.

As relates to grant management, YPI program staff finalized matching documentation, drafted and finalized documents and procedures related to program close-out, met with PCC Recipients to discuss sustainability, finalized BTOP Equipment Inventory, and continued to monitor data to ensure accuracy.

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 your reasons for any variance from the baseline plan or any other relevant information)
2.a.	Overall Project	100	
2.b.	Equipment / Supply Purchases	-	Progress reported in Question 4 below
2.c.	Public Computer Centers Established	-	Progress reported in Question 4 below
2.d.	Public Computer Centers Improved	-	Progress reported in Question 4 below
2.e.	New Workstations Installed	-	Progress reported in Question 4 below
2.f.	Existing Workstations Upgraded	-	Progress reported in Question 4 below
2.g.	Outreach Activities	-	Progress reported in Question 4 below
2.h.	Training Programs	-	Progress reported in Question 4 below
2.i.	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).

This quarter, the Youth Policy Institute (YPI) encountered a unique challenge related to the phase-out process that will take place as the grant period comes to a close. This multifaceted challenge is mainly focused around the sustainability of broadband internet service at PCC locations.

Although YPI has maintained constant communication with PCC recipients, providing them with information related to costs and efforts associated with the upkeep and maintenance of PCCs, many PCC recipients began asking for support in developing cost projections as they worked to prepare budgets for the upcoming fiscal year. Some sites expressed concern around cost while others were more concerned with speeds and the related impact on productivity and functionality. In response to these concerns, YPI staff provided each site with an individually tailored document that lists information around costs, speeds, and local internet service providers so as to equip each site with the information needed to make informed decisions. YPI staff will continue to work with PCC recipients to ensure the continued success of PCCs across Los Angeles beyond the length of the grant period.

4. Please provide actual total numbers to date or typical averages for the following key indicators, as specified in the question. Write "0" in the Total column and "N/A" in the Narrative column if your project does not include this activity. Unless otherwise indicated below, figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please provide a narrative explanation if the total is different from the target provided in your baseline plan (300 words or less).

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
4.a.	New workstations installed and available to the public	1,758	YPI has installed 1,758 new workstations since the inception of the project.
4.b.	Average users per week (NOT cumulative)	20,393	During this quarter, YPI's PCC's served an average of 20,393 users per week between drop-in hours and scheduled classes.
4.c.	Number of PCCs with upgraded broadband connectivity	41	Since grant inception, 41 sites have received upgraded broadband connectivity. The remaining sites utilized an existing wired internet connection that met the needs of the computer center.
4.d.	Number of PCCs with new broadband wireless connectivity	33	Since grant inception, 33 sites have received new broadband wireless connectivity.
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	2,879	YPI PCC's were open and available to the public for 2,879 additional hours per week during the quarter as a result of BTOP funds.

5. Training Programs. In the chart below, please describe the training programs provided at each of your BTOP-funded PCCs.

Name of Training Program	Length of Program (per hour basis)	Number of Participants per Program	Number of Training Hours per Program
Advisory (BCCS)	1	555	555
Advisory (MORCS)	2	28	56
Advisory (STEM Academy)	3	10	30
ALEKS	1	9,242	9,242
Apex (MCLC)	1	1,306	1,306
Apex (LAAAE)	2	2,223	4,446
Apex (V.I.S.A.)	4	60	240
Apex (LALA)	5	20	100
Arts (V.I.S.A.)	1	1,889	1,889
Arts (SVMS)	2	223	446
CAHSEE (AltaMed - 1HR)	1	90	90
CAHSEE (AltaMed - 2HRs)	3	15	45
Career Development (AltaMed)	1	78	78
Career Development (Sylmar HS)	2	363	726
Career Development (Homeboy)	3	9	27
Career Development (YPI Pacoima)	4	1	4
College Preparation (AltaMed)	1	715	715
College Preparation (SVMS)	2	94	188
College Preparation (LALA)	3	6	18
Communications	1	3,090	3,090

Computer Basics (AltaMed)	1	2,512	2,512
Computer Basics (SALEF)	2	1,084	2,168
Computer Basics (MCLC)	3	196	588
Computer Basics (Bell Tech)	6	14	84
Computer Literacy (AltaMed)	1	68	68
Computer Literacy (Homeboy)	2	668	1,336
Computer Literacy (View Park)	3	1,202	3,606
Computer Literacy (Luskin)	4	135	540
Computer Literacy (YPI Pacoima)	5	778	3,890
Computer Science (Roybal HS)	1	1,184	1,184
Computer Science (MEND)	3	1	3
Credit Recovery (LALA - 1HR)	1	608	608
Credit Recovery (LALA - 2HRs)	2	628	1,256
Credit Recovery (Elysian Valley - 1HR)	3	5	15
Credit Recovery (Elysian Valley - 2HRs)	4	5	20
Digital Imaging	1	8,805	8,805
Digital Learning (SVMS)	1	621	621
Digital Learning (ICEF Vista)	2	397	794
Digital Learning (Library Plaza)	3	35	105
Digital Learning (BCCS)	4	300	1,200
Economics (LALA)	1	197	197
Economics (Sylmar HS)	2	125	250
Economics (Elysian Valley)	5	2	10
ELA (STEM Academy)	1	3,431	3,431
ELA (V.I.S.A.)	2	2,673	5,346
ELA (Luskin)	3	126	378
ELA (S.E.A. Manchester)	4	23	92
ELA (STEM Academy)	5	60	300
English (MCLC)	1	284	284

English (Maclay MS)	2	261	522
English (V.I.S.A.)	3	5	15
ESL (AltaMed)	1	47	47
ESL (SALEF)	2	134	268
GED (Homeboy - 1HR)	1	11	11
GED (Homeboy - 2HRs)	2	15	30
GED (AltaMed)	3	618	1,854
Graphic Design (Stonehurst ES)	1	333	333
Graphic Design (Grant HS)	2	3,183	6,366
Health (NHHS)	1	136	136
Health (SVMS)	2	21	42
iMovie	1	15	15
Independent Study (MEND)	1	764	764
Independent Study (Sylmar HS)	2	675	1,350
Independent Study (NVCS)	6	70	420
Internet Publishing and New Media	3	18	54
Internet Research (Kingsley ES)	1	2,046	2,046
Internet Research (Elysian Valley)	2	40	80
Internet Research (YO! LAYOM)	3	727	2,181
Internet Research (FNMS - 4 HRs)	4	90	360
Internet Research (FNMS - 5 HRs)	5	423	2,115
Introduction to Microsoft Excel (LWCHS)	1	5	5
Introduction to Microsoft Excel (Library Plaza)	2	104	208
Introduction to Microsoft Word (FNMS)	1	136	136
Introduction to Microsoft Word (Library Plaza)	2	173	346
Introduction to the Internet (AltaMed)	1	163	163
Introduction to the Internet (SALEF)	2	578	1,156
Introduction to the MAC (AltaMed)	1	73	73

Introduction to the MAC (Legacy LA)	2	287	574
Introduction to the MAC (Freewill)	3	9	27
Introduction to the PC (PUCC)	1	117	117
Introduction to the PC (AltaMed)	2	638	1,276
Introduction to Typing (MEND)	1	60	60
Introduction to Typing (Amity)	2	27	54
JiJi (SVMS)	1	735	735
JiJi (NHCS)	2	64	128
JiJi (Selma ES - 3 HRs)	3	66	198
JiJi (Selma ES - 4 HRs)	4	22	88
Language (The City School)	1	6,487	6,487
Language (Sylmar HS)	2	30	60
Leadership (AltaMed)	1	987	987
Leadership (STEM Academy)	2	65	130
LEAMOS (Ramona Gardens)	1	5	5
LEAMOS (MEND - 1HR)	2	64	128
LEAMOS (MEND - 2HRs)	3	20	60
Literacy (V.I.S.A.)	1	7,191	7,191
Literacy (NHCS)	2	492	984
Literacy (Elysian Valley)	3	44	132
Literacy (ICEF Vista)	4	180	720
Math (LALA)	1	741	741
Math (Maclay MS)	1	681	1,362
Microsoft Excel	2	12	24
Microsoft Word (Hollywood PCC)	1	842	842
Microsoft Word (Library Plaza)	2	55	110
MusIQ	1	5,801	5,801
Photography Editing (SALEF)	1	12	12
Photography Editing (Homeboy)	2	52	104

Photography Editing (View Park)	3	28	84
PowerPoint (Kingsley ES)	1	286	286
PowerPoint (Library Plaza - 2HRs)	2	53	106
PowerPoint (Library Plaza - 4HRs)	4	6	24
RAZ Kids (Stonehurst ES)	1	401	401
RAZ Kids (ICEF Vista - 2HRs)	2	131	262
RAZ Kids (FDA ES)	3	234	702
RAZ Kids (ICEF Vista - 4HRs)	4	182	728
Science (SVMS)	1	7,046	7,046
Science (Sylmar HS)	2	654	1,308
Science (STEM Academy)	3	20	60
Science (V.I.S.A.)	4	120	480
SFA (BCCS)	1	1,230	1,230
SFA (MORCS)	2	330	660
Social Studies (LAAAE)	1	7,457	7,457
Social Studies (MORCS)	2	726	1,452
Social Studies (STEM Academy)	3	140	420
Social Studies (LALA - 4HRs)	4	13	52
Social Studies (LALA - 5HRs)	5	101	505
Spanish (Elysian Valley)	1	26	26
Spanish (Sylmar HS)	2	20	40
Special Education	1	15	15
ST Math	1	6,398	6,398
Starfall	1	834	834
Study Island	1	381	381
SuccessMaker	1	411	411
Tutoring (SVMS)	1	246	246
Tutoring (ICEF Vista)	2	319	638
Tutoring (SF Gardens)	3	17	51

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Typing (Ramona ES)	1	1,759	1,759
Typing (SF Gardens)	2	13	26
Workshop (AltaMed)	1	189	189
Workshop (Maclay MS)	2	368	736
Workshop (Hollywood FSC)	3	13	39
Workshop (Library Plaza)	8	65	520
Yearbook (Roybal)	1	678	678
Yearbook (V.I.S.A.)	2	164	328
Yearbook (Jordan HS - 3HRs)	3	28	84
Yearbook (Jordan HS - 4HRs)	4	15	60
Youth Services (SVMS)	1	821	821
Youth Services (MEND)	2	350	700

Add Training Program

Remove Training Program

Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (600 words or less).
 Q3 2013 will be the final quarter for the Youth Policy Institute's (YPI) Public Computer Centers project. In the project's final months, YPI staff will 1) continue to provide programming in the form of instruction and open lab hours for the public, 2) continue to engage with PCC recipients to ensure the continued success of Public Computer Centers across Los Angeles, and 3) begin the grant close-out process.

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. 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	Planned Percent Complete	Narrative (describe reasons for any variance from baseline plan or any relevant information)
2.a.	Overall Project	100	
2.b.	Equipment / Supply Purchases	-	Milestone Data Not Required
2.c.	Public Computer Centers Established	-	Milestone Data Not Required
2.d.	Public Computer Centers Improved	-	Milestone Data Not Required
2.e.	New Workstations Installed	-	Milestone Data Not Required
2.f.	Existing Workstations Upgraded	-	Milestone Data Not Required
2.g.	Outreach Activities	-	Milestone Data Not Required
2.h.	Training Programs	-	Milestone Data Not Required
2.i.	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).

No additional challenges anticipated.

Public Computer Center Budget Execution Details

Activity Based Expenditures (Public Computer Centers)

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.

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		
Cost Classification	Total Cost (plan)	Matching Funds (plan)	Federal Funds (plan)	Total Cost	Matching Funds	Federal Funds	Total Costs	Matching Funds	Federal Funds
a. Personnel	\$3,402,222	\$1,140,491	\$2,261,731	\$2,620,067	\$774,779	\$1,845,288	\$2,620,067	\$774,779	\$1,845,288
b. Fringe Benefits	\$649,484	\$217,719	\$431,765	\$581,450	\$131,712	\$449,738	\$581,450	\$131,712	\$449,738
c. Travel	\$41,616	\$0	\$41,616	\$36,921	\$0	\$36,921	\$36,921	\$0	\$36,921
d. Equipment	\$2,506,819	\$0	\$2,506,819	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$61,556	\$8,772	\$52,784	\$2,945,898	\$253,684	\$2,692,214	\$2,945,898	\$253,684	\$2,692,214
f. Contractual	\$116,250	\$6,750	\$109,500	\$216,500	\$0	\$216,500	\$216,500	\$0	\$216,500
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$187,504	\$19,358	\$168,146	\$696,327	\$364,627	\$331,700	\$696,327	\$364,627	\$331,700
i. Total Direct Charges (sum of a through h)	\$6,965,451	\$1,393,090	\$5,572,361	\$7,097,163	\$1,524,802	\$5,572,361	\$7,097,163	\$1,524,802	\$5,572,361
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$6,965,451	\$1,393,090	\$5,572,361	\$7,097,163	\$1,524,802	\$5,572,361	\$7,097,163	\$1,524,802	\$5,572,361

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