QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION

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** **06-43-B10589**	**3. DUNS Number** **830370800**

4. Recipient Organization

California Emerging Technology Fund 5 3rd St STE 520, San Francisco, CA 941033206

5. Current Reporting Period End Date (MM/DD/YYYY) 09-30-2012	**6. Is this the last Report of the Award Period?** ◯ Yes ◉ 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 Susan Walters Senior Vice President	**7c. Telephone (area code, number and extension)** (415) 744-2385
	7d. Email Address susan.walters@cetfund.org
7b. Signature of Certifying Official Submitted Electronically	**7e. Date Report Submitted (MM/DD/YYYY):** 11-29-2012

Project Indicators (This Quarter)

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

The Access to Careers in Technology (ACT) program had direct exchanges with over 3,725 individuals about careers, digital literacy, and broadband adoption. Over 418,335 printed and email materials were also distributed. 2,361 individuals completed courses ranging from basic digital literacy, office applications, multi-media and Information and Communications Technology (ICT) certification. Of these, 209 participants were placed in jobs utilizing their ICT skills while 74 participants earned ICT certification. Training on business applications was provided to 1,457 small business owners and entrepreneurs. Grant subrecipients assisted 4,188 individuals in subscribing to broadband at home.

Six Get Connected! Roundtables were held this quarter, one each in the Central Valley, Inland Empire, Los Angeles, Monterey, San Francisco Bay Area, and Silicon Valley regions. There were a total of 154 participants from 117 organizations, 63 of which were new to Get Connected!. Topics included: updates on reduced-cost broadband and computers, regional projects and funding opportunities.

San Diego Futures Foundation (SDFF) has hired a school outreach specialist to ensure the highest possible participation in low-cost broadband subscriptions through the Connect-to-Compete program. SDFF is promoting their training and low-cost computers which come with technical assistance from the Help Line as well as at their store locations.

California Resources and Training (CARAT) has launched a new online technology video platform that will allow registrants to view videos of training sessions on demand. This platform improves CARAT's ability to screen, track and follow-up with participants. CARAT conducted a survey in conjunction with its regional partners to determine how many jobs were created as a result of small businesses receiving CARAT training and services. Initial response was an impressive 792 jobs.

Stride and CARAT have scheduled their first Entrepreneurs Start-up Workshop which will provide graduates of Stride the basics to becoming self-employed certified computer repair technicians. This collaboration between the two ACT partners was designed to bridge the gap between Stride's technical training and CARAT's training for small business.

Chrysalis and the ACME Network have both has successfully completed their commitments within the ACT project. They averaged 131% achievement of their target goals.

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 reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	94	NA
2.b.	Equipment / Supply Purchases	-	Progress reported in Question 4 below
2.c.	Awareness Campaigns	-	Progress reported in Question 4 below
2.d.	Outreach Activities	-	Progress reported in Question 4 below
2.e.	Training Programs	-	Progress reported in Question 4 below
2.f.	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).

Affordable broadband services are crucial as we approach populations for which other interventions have not been sufficient. CETF will continue efforts to promote open collaborations between local partners and national programs for the most effective broadband adoption solutions for California.

Some cable companies piloting Connect-to-Compete have taken initial steps to communicate better with local community-based-organizations on outreach to pilot communities. However, the plans for expansion of Connect-to-Compete programs past October 2012 are not known. Therefore it is unclear if the Access to Careers in Technology project will be able to leverage the low-cost broadband to a large audience before the grant is concluded.

4a. In the chart below, please provide the requested information on your BTOP grant-funded SBA activities. Please also provide a short description of the activity (600 words or less). Figures should be reported cumulatively from award inception to the end of the most recent

reporting quarter. Please ensure that the numbers of new household subscribers and business or community anchor institution (CAI) subscribers reflected in the "Total" row represent the unduplicated number of new subscribers that can be attributed to your SBA project as a whole.

Name of the SBA Activity	Location of SBA Activity	Description of Activity (600 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers: Households	New Subscribers: Businesses and/or CAIs
Outreach	Los Angeles County	Size of Target Audience equals the cumulative of baseline targets to date. Target Audience previously reported was inaccurate. 19,500 is the cumulative Target Audience for Los Angeles. The ACT programs in Los Angeles County had direct exchanges with 7,348 individuals about careers, digital literacy, and broadband adoption. Additionally, over 44,547 have been printed and emailed materials distributed. Printed materials are discounted at the rates described below and combined with the direct exchanges to determine Actual Number of Participants. Actual numbers of Participants reached with distributed materials for Outreach are determined with the following ratio: flyers reach 20%; e-mail blasts reach 10%; personal e-mail, voicemail and hand delivered packets or flyers reach 33% of audience receiving distributed material. All person to person exchanges are counted one-to-one. ACT programs in Los Angeles County have reached a total of 13,220 with this outreach. Southeast Cities Development Corporation continues to outreach to clients from job centers and local community colleges about their ICT certification and digital literacy programs	19,500	13,220	0	0
Outreach	Alameda, San Mateo, and San Francisco Counties	The ACT programs in Alameda, San Mateo and San Francisco Counties had direct exchanges with 6,733 individuals about careers, digital literacy, and broadband adoption. Additionally, over 18,127 printed and emailed materials were distributed. Printed materials are discounted at the rates described below and combined with the direct exchanges to determine Actual Number of Participants. Actual numbers of Participants reached with distributed materials for Outreach are determined with the following ratio: flyers reach 20%; e-mail blasts reach 10%; personal e-mail, voicemail and hand delivered packets or flyers reach 33% of audience receiving distributed material. All person to person exchanges are counted one-to-one. ACT programs in Alameda, San Mateo and San Francisco Counties have reached a total of 14,952 with this outreach. GDW focused recruitment efforts at One Stop Center, presentations with various partners, enrollment of Goodwill staff and unsolicited walk-ins. Free computers to be a proven incentive for new subscribers and they have recently expanded our Broadband Subscription/Get a Free Refurbish Computer outreach effort to include marketing materials in Chinese.	23,061	14,952	15	0
Outreach	San Diego and Imperial Counties	The ACT program in San Diego and Imperial Counties had direct exchanges with 5,949 individuals about careers, digital literacy, and broadband adoption. Additionally, over 21,700 printed and emailed materials were distributed. Printed materials are discounted at the rates described below and combined with the direct exchanges to determine Actual Number of Participants. Actual numbers of Participants reached with distributed materials for Outreach are determined with the following ratio: flyers reach 20%; e-mail blasts reach 10%; personal e-mail, voicemail and hand delivered packets or flyers reach 33% of audience receiving distributed material. All person to person exchanges are counted one-to-one. ACT programs in San Diego and Imperial Counties have reached a total of 10,835 with this outreach. San Diego Futures Foundation (SDFF) has hired a school outreach specialist to ensure the highest possible participation in low-cost broadband subscriptions through the Connect-to-Compete program. SDFF is promoting their training and low-cost computers which come with technical assistance from the Help Line as well as at their store locations.	9,000	10,835	0	0

Name of the SBA Activity	Location of SBA Activity	Description of Activity (600 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers: Households	New Subscribers: Businesses and/or CAIs
Outreach	Statewide	The ACT programs that serve communities statewide had direct exchanges with 9,937 individuals about careers, digital literacy, and broadband adoption. Additionally, over 1,694,763 printed and emailed materials were distributed. Printed materials are discounted at the rates described below and combined with the direct exchanges to determine Actual Number of Participants. Actual numbers of Participants reached with distributed materials for Outreach are determined with the following ratio: flyers reach 20%; e-mail blasts reach 10%; personal e-mail, voicemail and hand delivered packets or flyers reach 33% of audience receiving distributed material. All person to person exchanges are counted one-to-one. ACT statewide programs have reached a total of 199,778 with this outreach. CETF conducted its annual survey in partnership with ZeroDivide and the Public Policy Institute of California (PPIC) in August 2012 A small portion of households earning less than $40,000/year that adopted since July 2011 is being reported as a result of CETF media and other outreach efforts. A detailed explanation can be found in answer 4B.	46,800	40,536	4,015	0
Training	Los Angeles County	Size of Target Audience equals the cumulative of baseline targets to date. The ACT programs in Los Angeles County have provided training to 13,605 participants and 134 teachers. Training offered consists of basic, intermediate and advanced digital literacy training, media literacy, animation, media production, workforce skills and technical certifications. Follow-up to training activities resulted in increased new subscribers.	10,521	13,605	602	0
Training	Alameda, San Mateo, and San Francisco Counties	The ACT programs in Alameda, San Mateo and San Francisco Counties have provided training to 4,705 participants. 473 participants in workforce training have received ICT certifications including IC3, A+, Server+, Security+, MOS and others. ACT subrecipients have added emphasis and focus on test preparation during their workforce classes which has increased certification rates. GDW has identified a certification program that aligns with their current digital literacy offering- Microsoft Office Specialist (MOS), and have begun to offering training for staff to take the certification. The "Target Audience" is 6,906 cumulatively. The previous report had a typo listing the cumulative target at 60,906.	6,906	4,705	548	0
Training	San Diego and Imperial Counties	The ACT programs in San Diego and Imperial Counties have provided training to 3,524 participants. The San Diego Futures Foundation offers training on basic digital literacy, office applications and Information and Communications Technology (ICT) professional certifications. Students on a career path get hands-on training and internships refurbishing computers that are then donated to training graduates who cannot afford to purchase a home computer.	3,210	3,524	2,048	0
Training	Statewide	EmpowerNet has trained a total of 41 individuals from 15 partner community serving organizations how to deliver the Stride Model Advanced ICT Certifications and Job Placement program. With ongoing support from EmpowerNet, those partner organizations have trained and graduated 107 participants in ICT workforce topics including A+, Server+, and Security+. CARAT and its statewide partners have provided training on small business development applications to 8,426 small business owners, employees and entrepreneurs. Courses have included technology applications for: strategic planning and leadership, marketing, evaluation, and financial management for small businesses.	15,372	8,533	0	0

Name of the SBA Activity	Location of SBA Activity	Description of Activity (600 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers: Households	New Subscribers: Businesses and/or CAIs
Job Placements	Los Angeles County	Size of Target Audience equals the cumulative of baseline targets to date. ACT programs in Los Angeles County have placed 738 participants in jobs utilizing digital literacy skills. Strategies for job placements in the Los Angeles region include job readiness integrated into digital literacy courses, continuing case management and employer engagement.	795	738	0	0
Job Placements	Alameda, San Mateo, and San Francisco Counties	ACT programs in Alameda, San Mateo and San Francisco counties have placed 473 participants in jobs utilizing digital literacy skills. In conjunction with ongoing workforce training, OCCUR is offering 3-day intensive Office Application workshops to assist participants in securing employment.	675	473	0	0
Job Placements	San Diego and Imperial Counties	ACT programs in San Diego County work closely with employers to ensure that their training courses address the skills that employers need. 132 participants of workforce development and digital literacy courses have been placed in jobs paying a living wage. SDFF has leveraged ACT funding to secure support for additional entry level jobs on their Help Desk. The paid work experience increases new trainees employability by establishing work history and increased skill levels	174	132	0	0
Job Placements	Statewide	CARAT conducted a survey in conjunction with its regional partners to determine how many jobs were created as a result of small businesses receiving CARAT training and services. Initial response was an impressive 792 jobs. EmpowerNet (EPN) has hired a Job placement Specialist collocated with the SCDC program to assist with job placements of its Southern California partners. EPN has documented 24 job placements to date.	930	816	0	0
Total:			**136,944**	**112,069**	**7,228**	**0**

4b. Please describe your method for determining the number of households, businesses, and/or (CAIs) subscribing to broadband as a result of your SBA programs (600 words or less).

CETF and its partners verify broadband subscriptions using a variety of methods including: collecting copies of subscription "welcome letters" or installation invoices, implementing pre- and post-participation surveys measuring subscription, conducting follow-up calls of statistical samples to confirm subscription projections, and counting the number of free subscriptions distributed. Email from participants using ISP vendor email accounts is also accepted when a welcome letter is not available. Addition information about broadband subscriptions determined from survey results is included below in 4C.

4c. Please provide a narrative explanation if the total number of new subscribers is different from the targets provided in your baseline plan (600 words or less).

The cumulative number of new subscribers has exceeded targets in the baseline plan. Methodology for determining 4,015 of the total new subscribers reported is as follows:

CETF conducted its annual survey in partnership with ZeroDivide and the Public Policy Institute of California (PPIC) in August 2012. CETF does not claim total responsibility for all the increases in broadband adoption documented in the PPIC survey. As a conservative approach, CETF claimed 6% of the increase of the number of new adoptions recorded through this survey towards the first grant for sustainable broadband adoption outcomes as a result of its efforts and those of its sub-recipients. This is the same rate of broadband adoption that the United Ways of California/2-1-1 finds when they call back clients who have express an interest in broadband. In 2012 of that 6%, CETF attributes 60% of the new adopters with incomes under $40,000 toward ACT's goal of 9,237 as the ACT sub-recipients represent 60% of the sub-recipients of both NTIA grants.

4d. Please provide the number of households and the number of businesses and CAIs receiving discounted broadband service as result of BTOP funds.

Households: 1,392	**Businesses and CAIs :** 0

Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (600 words or less).

Next quarter, the ACT program will conduct outreach to over 2,455 people. ACT sub-recipients plan to train approximately 3,808 in digital literacy, broadband adoption, ICT certifications and small business applications. We aim to place 228 participants in jobs utilizing ICT skills and assist 759households in subscribing to broadband.

CETF expects that the majority of ACT sub-recipients will be winding down program activities in the next quarter.

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. 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 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	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	96	NA
2.b.	Equipment Purchases	-	Milestone Data Not Required
2.c.	Awareness Campaigns	-	Milestone Data Not Required
2.d.	Outreach Activities	-	Milestone Data Not Required
2.e.	Training Programs	-	Milestone Data Not Required
2.f.	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).
N/A

Sustainable Broadband Adoption Budget Execution Details

Activity Based Expenditures (Sustainable Broadband Adoption)

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.

Cost Classification	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		
	Total Cost (plan)	Matching Funds (plan)	Federal Funds (plan)	Total Cost	Matching Funds	Federal Funds	Total Costs	Matching Funds	Federal Funds
a. Personnel	$415,450	$244,000	$171,450	$371,944	$236,822	$135,112	$387,822	$236,822	$151,000
b. Fringe Benefits	$123,951	$72,312	$51,639	$92,798	$62,512	$30,285	$102,512	$62,512	$40,000
c. Travel	$20,255	$0	$20,255	$21,522	$0	$21,522	$21,522	$0	$21,522
d. Equipment	$0	$0	$0	$0	$0	$0	$0	$0	$0
e. Supplies	$6,110	$0	$6,110	$7,247	$0	$7,247	$7,247	$0	$7,247
f. Contractual	$90,470	$0	$90,470	$68,661	$0	$68,661	$88,661	$0	$88,661
g. Construction	$0	$0	$0	$0	$0	$0	$0	$0	$0
h. Other	$10,324,894	$3,626,637	$6,698,257	$9,807,125	$3,607,465	$6,199,661	$9,907,125	$3,607,465	$6,299,661
i. Total Direct Charges (sum of a through h)	$10,981,130	$3,942,949	$7,038,181	$10,369,297	$3,906,799	$6,462,488	$10,514,889	$3,906,799	$6,608,091
j. Indirect Charges	$100,000	$30,000	$70,000	$100,000	$30,000	$70,000	$100,000	$30,000	$70,000
k. TOTALS (sum of i and j)	$11,081,130	$3,972,949	$7,108,181	$10,469,297	$3,936,799	$6,532,488	$10,614,889	$3,936,799	$6,678,091

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: $993,823	b. Program Income to Date: $465,541