

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 13-42-B10583	3. DUNS Number 831038190
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4. Recipient Organization

 Professional Resources Management of Rabun, LLC 196 Ridgecrest Circle, Clayton, GA 30525-4111

5. Current Reporting Period End Date (MM/DD/YYYY) 09-30-2012	6. Is this the last Report of the Award Period? <p style="text-align: center;"><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
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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.

7a. Typed or Printed Name and Title of Certifying Official Kimberly S Ingram CEO	7c. Telephone (area code, number and extension) 706-782-0401
	7d. Email Address kingram@inmedgroup.com

7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 10-26-2012
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Project Indicators (This Quarter)

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

The MLMC site PCC (The Amara Center) held its public grand opening this quarter. There was a private event for BTOP partners and a second public event with several hundred attendees. Numerous instructor led classes were held at the Amara Center location this quarter targeting healthcare providers and health education for the general public. The Downtown PCC location has good user visits and numerous basic computer classes and computer classes for businesses. North Georgia Technical College began offering continuing education classes at the downtown location this quarter. Community Outreach efforts continue and focus on radio, newspaper ads, fliers to businesses and civic organizations and presentations.

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	82	Downtown PCC and Amara Center location fully operational.
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).

Users have increased this past quarter with targeted outreach efforts. New outreach efforts will focus on engagement of school age children without in home access to internet or computer, and visitors and patients of MLMC to increase their usage.

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)
4.a.	New workstations installed and available to the public	31	All PC's and devices are installed and available to the public.
4.b.	Average users per week (NOT cumulative)	231	Total PCC users this quarter was 3,005 which is up significantly from previous quarter.
4.c.	Number of PCCs with upgraded broadband connectivity	0	N/A
4.d.	Number of PCCs with new broadband wireless connectivity	0	N/A
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	158	two Public Computer Centers open 158 total hours per week with extended hours at Downtown location 2 nights per week and on Saturdays.

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
Beginner Facebook for Business-Intermediate Level	2	30	60
Computer Fun 101 Part 1	2	31	62
Computer Fun 101 Part 2	2	29	58
Core User Training NextGen EHR Financial training	9	13	117
Rabun Partners	1	12	12
MLMC Auxiliary August Meeting	2	18	36
Commitment to Caring Training for Healthcare Employees	2	85	170
NextGen Electronic Health Record (EHR) Overview	3	48	144
City of Clayton Ordinance Review	4	7	28
NextGen EHR Exit Care training	9	32	288
NextGen EHR Materials Management, AP training	8	10	80
NextGen Project Management	1	8	8
Evenings with the Doc-Dr. Doniparthi	1	51	51
Core Measure training for nurses	1	44	44
RGNS High School	2	45	90
HCHAPS Training for Nurses	1	36	36
Wound care for nurses	1	15	15
Atlanta Gastroenterology Traing	2	4	8
Rabun County Documentary on Deliverence	3	40	120
NextGen Core User Clinical training for Nurses Part 1	8	14	112
NextGen Core User Clinical training for Nurses Part 2	7	15	105
NextGen Clinical Table Build training for nurses	3	7	21
Diabetes Education Presentation	7	7	49
MLMC Auxiliary September Meeting	1	17	17
NextGen Core User Training Medical Records Staff	3	6	18
NextGen Administrative Overview for Administrative Staff	3	15	45

North Shore Medical Staff EHR Training	3	7	21
North Shore Administrative EHR Training	3	7	21
MLMC Hospitalist Meeting	1	8	8
E-Clinicals Review Conference	2	2	4
North Georgia Technical College Adult Education/GED	4	381	1,524
North Georgia Technical College Distance Learning Class Music 101	25	3	75
North Georgia Technical College Distance Learning Class English 101	16	3	48
Amara Center skin care class	4	24	96
Warrior 2 Citizen programming meeting	2	5	10
MaxE2 employee benefits presentation	1	29	29
Introduction to Digital Photography	9	6	54

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).
 Increase the number of health education classes offered at the Amara Center location focusing on health disparities. Increase outreach efforts to households with school age children to make them aware of downtown location. Increase outreach efforts to MLMC visitors, patients and employees to increase knowledge of Amara Center location services.

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	88	We anticipate being at 88% complete on the project at the end of the next quarter.
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).

Continue to increase the number of users at both locations. Increase outreach efforts to households with school age children, MLMC visitors and patients as well as employees.

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	\$489,200	\$193,500	\$295,700	\$144,319	\$27,365	\$116,954	\$182,400	\$21,800	\$160,600
b. Fringe Benefits	\$89,016	\$48,375	\$40,641	\$17,788	\$2,961	\$14,827	\$22,700	\$1,500	\$21,200
c. Travel	\$6,000	\$6,000	\$0	\$5,961	\$5,961	\$0	\$6,500	\$6,500	\$0
d. Equipment	\$346,498	\$0	\$346,498	\$345,979	\$0	\$345,979	\$345,979	\$0	\$345,979
e. Supplies	\$146,854	\$0	\$146,854	\$147,534	\$2,830	\$144,704	\$153,000	\$6,000	\$147,000
f. Contractual	\$244,775	\$0	\$244,775	\$214,816	\$0	\$214,816	\$225,000	\$0	\$225,000
g. Construction	\$465,000	\$465,000	\$0	\$676,114	\$676,114	\$0	\$696,000	\$696,000	\$0
h. Other	\$42,623	\$20,000	\$22,623	\$21,545	\$11,005	\$10,540	\$40,600	\$19,000	\$21,600
i. Total Direct Charges (sum of a through h)	\$1,829,966	\$732,875	\$1,097,091	\$1,574,056	\$726,236	\$847,820	\$1,672,179	\$750,800	\$921,379
j. Indirect Charges	\$137,397	\$137,397	\$0	\$46,422	\$46,422	\$0	\$64,000	\$64,000	\$0
k. TOTALS (sum of i and j)	\$1,967,363	\$870,272	\$1,097,091	\$1,620,478	\$772,658	\$847,820	\$1,736,179	\$814,800	\$921,379

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
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