

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) 03-31-2013	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): 05-15-2013
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Project Indicators (This Quarter)

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

IDG's Computerworld Honors Program announced Technology Works! Public Computer Center as a 2013 Laureate in an especially competitive year for the prestigious program. The annual award program honors visionary application of information technology promoting positive social, economic and educational change. To select this year's Laureates, Computerworld relied on a panel of 22 distinguished judges -- many of them Computerworld Premier 100 IT Leader Honorees from diverse industries -- to evaluate the humanitarian benefits and measurable results of applying technology to meet a specific social or business need. Technology Works! case study was selected from more than 700 nominations to become one of 268 Laureates from 29 countries.

Technology Works! @ Rabun Employment Center is part of the partnership between Mountain Lakes Medical Center, the Georgia Department of Labor, North Georgia Technical College and the Development Authority of Rabun County. This center is designed to provide technology, education and employment opportunities. The Public Computer Center increased public access to computers, Internet and wireless services, and in addition, Basic Computer classes and other introductory computer skills classes are offered free of charge.

This quarter saw a consistent number of users at both PCC locations. Several instructor lead classes were held at the downtown location. Continuing Medical Education (CME) classes continue this quarter at The Amara Center location for MD's, CRNP's, PA's and nursing providers. Several health education classes were held for the general public at The Amara Center location this quarter. The downtown center saw an increase in the number of instructor led hours including continuing education courses offered by NGTC.

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	96	Downtown and Amara Center PCC's are fully operational and experiencing increases in users.
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).

Continue outreach to include Veterans workshop and additional classes offered at the downtown location. Increase outreach for health and wellness classes offered at the Amara Center.

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

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
4.b.	Average users per week (NOT cumulative)	183	Large EMR training classes were completed in Qtr. 4 and replaced with smaller wellness classes and presentations. Downtown PCC saw increased numbers for instructor led classes. Total computer use at both PCC's totaled 2,385 for 6,892 hours of instructor training.
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 two 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
Rabun Employment Center Partner's Meeting	1	6	6
Computer Fun 101	2	12	24
New Technology	2	20	40
NGTC Continuing Education - Windows 7	3	6	18
NGTC Continuing Education - Windows 8	3	6	18
Excel Level I	6	6	36
NGTC-Adult Education/GED/ESL	4	608	2,432
Auto-Immune Support Group	2	6	12
Bacteria Coinfection in Influenza	1	4	4
CPR Certification	4	7	28
CVB Executive Board Meeting	5	14	70
DOC Employment Workshop	2	38	76
DOD Medical Mission Overview	2	11	22
ECW: North Shore training	2	5	10
Evening at the Amara	2	93	186
Healthy Nutrition Training	3	39	117
Friday Grand Rounds	1	39	39
Ga HEN Cohort Coaching	1	3	3
GHA-HCAHPS Conference	2	27	54
Herbal Studies	9	48	432

Hometown Health Lessons	3	14	42
Hospice Points of Contact Training	2	85	170
Hospital Auxiliary	1	49	49
Infection Reduction Conference	1	3	3
Lower VTE Rates	1	3	3
Medical Executive Conference	2	16	32
NextGen: Chargemaster Training	7	27	189
NextGen: Dept. Mgr. Overview	3	15	45
NextGen: Employee Health	1	6	6
NextGen: ER	4	21	84
NextGen: Scheduling	2	11	22
NextGen: Training & Customization	2	28	56
Safe Surgical Care	1	2	2
Slightly Home Grown	2	16	32

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 in the number of health education classes offered at the Amara Center with the participation of additional MD's from the county. Increase outreach efforts targeting school age children to make their families aware of the downtown location. Increase Outreach efforts continue to make visitors aware of the hours and availability of the PCC at the hospital campus. Increase the number of Continuing Education classes through NGTC and classes offered through Technology Works! in the downtown PCC, including Veterans Workshop presented by Rabun Employment Center partners.

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	99	We anticipate being at 99% complete by 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. Provide additional Continuing Education classes for healthcare providers. Increase number of classes offered in the Downtown PCC.

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	\$254,342	\$43,550	\$210,792	\$286,000	\$46,000	\$240,000
b. Fringe Benefits	\$89,016	\$48,375	\$40,641	\$31,564	\$4,989	\$26,575	\$35,500	\$5,500	\$30,000
c. Travel	\$6,000	\$6,000	\$0	\$5,962	\$5,962	\$0	\$5,962	\$5,962	\$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	\$149,289	\$3,669	\$145,620	\$150,500	\$4,500	\$146,000
f. Contractual	\$244,775	\$0	\$244,775	\$222,792	\$0	\$222,792	\$222,792	\$0	\$222,792
g. Construction	\$465,000	\$465,000	\$0	\$700,191	\$700,191	\$0	\$702,000	\$702,000	\$0
h. Other	\$42,623	\$20,000	\$22,623	\$43,445	\$4,044	\$39,401	\$68,000	\$5,000	\$63,000
i. Total Direct Charges (sum of a through h)	\$1,829,966	\$732,875	\$1,097,091	\$1,753,564	\$762,405	\$991,159	\$1,816,733	\$768,962	\$1,047,771
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$1,829,966	\$732,875	\$1,097,091	\$1,753,564	\$762,405	\$991,159	\$1,816,733	\$768,962	\$1,047,771

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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