

ANNUAL 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 26-42-B10007	3. DUNS Number 193247145
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4. Recipient Organization

 Michigan State University 301 Administration Bldg, East Lansing, MI 48824-1046

5. Current Reporting Period End Date (MM/DD/YYYY) 12-31-2011	6. Is this the last Annual Report of the Award Period? <input checked="" type="radio"/> Yes <input type="radio"/> No
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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 Teresia Hagelberger	7c. Telephone (area code, number and extension) _____
	7d. Email Address sielofft@msu.edu

7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 02-26-2012
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PROJECT INDICATORS

1. Are you establishing new Public Computer Centers (PCCs) or improving existing PCCs?

New Improved Both

2. How many PCCs were established or improved, and what type of institution(s) were they associated with? Please provide actual total numbers to date. Figures should be reported cumulatively from award inception to the end of the most recent calendar year. Recipients should only count the PCCs that were fully established or in which improvements have been fully completed in that year (that is, partial improvements should not be counted).

Institutions	Established	Improved	Total
Schools (K-12)	0	0	0
Libraries	0	72	72
Community Colleges	0	0	0
Universities / Colleges	0	0	0
Medical / Health care Facilities	0	0	0
Public Safety Entities	0	0	0
Job-Training and/or Economic Development Institution	0	0	0
Other Community Support-Governmental (please specify):	0	0	0
Other Community Support-Non-Governmental (please specify):	4	0	4

3. Please complete the following chart for each PCC established or improved using BTOP funds. Please provide actual total numbers to date.

3.a. New PCCs

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
316 Pine Street, Marquette, MI	14	60	8	2	60
125 Dobson, Marquette, MI	14	50	16	2	45
205 Iron Street, Marquette, MI	14	50	16	2	90
1175 Eerie Ave, Marquette, MI	14	50	16	2	45

3.b. Improved PCCs

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
Prior to Improvement					
Aggregate numbers. See attachment for details	1,061	3,288	483	363	25,464

After Improvement

Aggregate numbers. See attachment for details	1,707	3,288	483	363	41,748
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4.a. Please check the primary uses of the PCCs funded by this award. (Check all that apply.)

Open Lab Time Other Training

4.b. If "other," please specify the primary use of the PCCs:

5. Please list all of the PCC broadband equipment and/or supplies you have purchased during the past year using BTOP grant funds or other (matching) funds, including any customer premises equipment or end-user devices. If additional space is needed, please attach a list of equipment and/or supplies. Please also describe how the equipment and supplies have been deployed (600 words or less).

Manufacturer	Items	Unit Cost per Item	Number of Units	Narrative description of how the equipment and supplies were deployed
N/A	N/A	0	0	N/A
Totals:		0	0	

Add Equipment

Remove Equipment

6. For PCC access and training provided with BTOP grant funds, please provide the information below. Figures should be reported cumulatively from award inception to the end of the most recent calendar year.

Types of Access or Training	Number of People Targeted	Number of People Participating	Total Hours of Training Offered
Open Lab Access	6,673	6,673	6,673
Multimedia	0	0	0
Office skills	0	0	0
ESL	0	0	0
GED	0	0	0
College Preparatory Training	0	0	0
Basic Internet and Computer Use	25,623	25,623	25,623
Certified Training Programs	0	0	0
Other (please specify): Student Internships	455	455	455
Total	32,751	32,751	32,751

7. Please describe how your Public Computer Center(s) promotes economic recovery in your area, such as through providing job training, access to job searches, online course offerings, certifications and the like (600 words or less).

Technology literacy skills are being provided to our community members to help contribute toward the transformation of the Michigan economy. These classes help individuals more effectively search for jobs, take an online course, access government services, etc. They are particularly important as these computer centers represent a vital way for many unemployed individuals to access the Internet to search for a job.

8. To the extent that you have made any subcontracts or sub grants, please provided the number of subcontracts or sub grants that have been made to socially and economically disadvantaged small business (SDB) concerns as defined by section 8(a) of the Small Business Act, 15 U.S.C. 647, as modified by NTIA's adoption of an alternative small business size standard for use in BTOP. Please also provide the names of these SDB entities (150 words or less).

N/A

9. Please describe any best practices / lessons learned that can be shared with other similar BTOP projects (900 words or less).

One of the primary lessons we have learned is the importance of keeping detailed records right away. In particular, it is important to maintain spreadsheets of information related to the regular reporting. In our first quarters, although we kept extensive documentation, the information was not organized in a fashion to easily support extraction and reporting. As a result, we were regularly and repeatedly flipping through historical records to collect and aggregate the necessary information. In later stages of this project and now with our second round award, we have changed our focus on collecting the data as we purchase computers, as we run training programs, and

as we install new computer centers. This has greatly streamlined our reporting processes. A few extra minutes of effort today saves an immense amount of time and makes the reporting burden much lower. We have also learned to think about PR earlier in the process. During a site installation, we would typically be so focused on the work at hand that we were not taking action photos of students doing installations or patrons using the computers. As a result, we did not have good materials for our PR efforts. We are now requiring student participants in our programs to keep journals that will help with future blog entries. We will also be taking a photographer with us on some trips to help document our work and create additional media.