

**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**

27-43-B10515

**3. DUNS Number**

828185087

**4. Recipient Organization**

C. K. Blandin Foundation 100 N Pokegama Ave, Grand Rapids, MN 557442739

**5. Current Reporting Period End Date (MM/DD/YYYY)**

03-31-2012

**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**

Mary Magnuson

**7c. Telephone (area code, number and extension)****7d. Email Address**

memagnuson@blandinfoundation.org

**7b. Signature of Certifying Official**

Submitted Electronically

**7e. Date Report Submitted (MM/DD/YYYY):**

04-30-2012

Project Indicators (This Quarter)
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**1. Please describe significant project accomplishments completed during this quarter (600 words or less).**

Milestones achieved in Q4 2011:

Offered 2 webinars for Minnesota (MN) Intelligent Rural Communities (MIRC) partners; archived on the MIRC intranet site. Ongoing implementation and monitoring of 71 Demonstration Community projects.

University of MN Extension held 63 training events involving 829 businesses, 47 technical assistance activities reaching 56 businesses, and 16 outreach events reaching 1020 individuals.

Approved a LightSpeed grant of \$23,245 to keep elderly Cook County residents in their homes, and two Digital Inclusion Community Partnership grants totaling \$27,173 to provide low-income people with access to computers, training and reduced cost broadband subscriptions. All Demonstration Community and Community Grant funds now have been allocated.

MN Department of Employment and Economic Development, in partnership with training sites across rural MN, delivered 208 digital literacy programs to 1071 participants. Training sites added 3396 hours of expanded access at 107 locations. Additional training design was completed and posted for three additional skills (keyboarding; word processing and email skills). In mid-April the total number of "hits" on DEED's MIRC training menu exceeded 11,000.

MN Learning Commons knowledge worker course was delivered 6 times to 45 learners.

PCs for People distributed 449 computers to qualified individuals.

MN Renewable Energy Marketplace conducted 8 webinars involving 204 learners, and 7 outreach events that reached 210 individuals.

The Regional Development Commissions reached 4167 people through media campaigns, and 456 through convening activities.

Begun planning for the annual Broadband Conference in partnership with fellow Broadband Technology Opportunities Program (BTOP) recipient Connect Minnesota, which will take place in mid-November in Duluth in conjunction with the MN Governor's Task Force on Broadband monthly meeting.

Project staff participated as one of three presenters in an NTIA-sponsored webinar for the BTOP rural affinity group. MIRC's presentation focused on techniques and strategies for cross-sectoral collaboration to promote broadband as a critical economic development tool.

MIRC partners were featured presenters at the March and April monthly meetings of the MN Governor's Task Force. Partners were called upon to describe their accomplishments in engaging organizations and residents in broadband adoption efforts.

Reviewed an initial draft of a commissioned report that provides an annotated summary of resources available in Minnesota and nation-wide to improve digital literacy in non-English speaking communities and presents some best practices as suggested by training instructors and participants. The report also will include an annotated index of digital-literacy focused community organizations based in rural Minnesota and some examples of Spanish computer literacy curriculum.

Began planning for a May 30-31 meeting of all MIRC partners to be co-hosted with the University of Minnesota Extension Services. The goals of the meeting are to: share stories about MIRC success; help community teams coalesce on their plans for sustained progress on broadband awareness and adoption; and provide opportunities for peer learning and engagement; and celebrate MIRC accomplishments.

Based on a report of MIRC accomplishments, at its quarterly meeting in March the Blandin Foundation board of trustees voted to allocate from its grants budget up to \$750,000 per year for a total of \$1.5 million for continued broadband activities over the next two years.

**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	81	Baseline: 90%. We feel that our project is on track for a timely completion. Many of our subrecipients have committed matching funds to the project, and much of that match be reported to us toward the end of the grant period.
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).**

None

**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
Demonstration Community Activities and Training and Direct Technical Assistance	Benton County, Cook County, Grand Rapids/Itasca County, Leech Lake Band of Ojibwe, Kandiyohi County, City of Morris/Stevens County, Thief River Falls, Upper Minnesota Valley Region, Windom, Winona, Worthington	Steering Committees in each of the 11 Demonstration Communities have completed baseline utilization surveys, articulated goals, issued RFPs for local projects, reviewed and approved project proposals, and entered into contracts with chosen projects. Project partners have delivered 826 separate training events that reached 2311 rural MN businesses and 6328 individuals. Additionally, 165 small businesses have received technical assistance.	93,579	2,501	4,391	0
MIRC Partner Workshop	St. Cloud and Duluth, Minnesota	Blandin Foundation convened representatives of each of the DCs, RDCs, and statewide partner organizations 5 times. 1. Project kick-off. 2. For updates on progress. 3. Effective Collaboration Workshop. 4. To learn about and practice using Foundation staff developed project communication tools. 5. To discuss project sustainability.	150	70	0	0
Statewide Outreach	Rural Minnesota	Statewide convening including regional gatherings, small group meetings, individual meetings, etc.	12,861	4,861	3,111	0
Statewide Public Awareness	Rural Minnesota	Newspaper ads, marketing campaigns, television commercials and other mass media outreach.	863,750	249,493	31,083	0
<b>Total:</b>			<b>970,340</b>	<b>256,925</b>	<b>38,585</b>	<b>0</b>

**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).**

Three separate methodologies are being used to estimate the number of subscribers and the number of new subscribers. First, baseline surveys were conducted in each demonstration community, along with a statewide survey to estimate broadband penetration across all geographies. Second, Minnesota Cable and DSL providers have agreed to provide new subscriber information in aggregate, to assist, but still maintain provider confidentiality. And third, we have contracted with a private firm (ID Insight) to provide detailed Internet transactional data for each of the 11 demonstration areas. Using these three methods we will methodologically triangulate to derive accurate subscription estimates.

**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 subscription goal for this project is 38,556 overall, with the milestone of 15,422 by quarter 1 of 2012. With 38,585 new subscribers as of March 31, 2012, we've surpassed our subscription goal for the project.

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

Households: 0	Businesses and CAIs : 0
<b>Project Indicators (Next Quarter)</b>	

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

Design and delivery of additional webinars featuring community-based projects.

In conjunction with Minnesota's state-wide broadband task force, during the next quarter monthly regional convenings across rural

Minnesota will continue to showcase MIRC partner accomplishments in increasing broadband subscription and adoption rates.

Convene all MIRC partners for peer learning on May 30-31 in Alexandria, MN. Over 100 participants are expected. The head of Minnesota's USDA's office will keynote the event.

Begin a series of "wrap-up" community convenings in all Demonstration Communities. The meetings are designed to show-case and celebration success and plan for a post-grant future.

**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.	<b>Overall Project</b>	86	Baseline: 100%. We feel that our project is on track for a timely completion. Many of our subrecipients have committed matching funds to the project, and much of that match will be reported closer to the end of the grant period. We anticipate being close to 90% complete by the end of the 3rd quarter, and nearly 100% complete by the end of 2012.
2.b.	<b>Equipment Purchases</b>	-	Milestone Data Not Required
2.c.	<b>Awareness Campaigns</b>	-	Milestone Data Not Required
2.d.	<b>Outreach Activities</b>	-	Milestone Data Not Required
2.e.	<b>Training Programs</b>	-	Milestone Data Not Required
2.f.	<b>Other (please specify):</b>	-	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**).**

None

## 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.

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	\$211,690	\$162,790	\$48,900	\$105,365	\$34,693	\$70,672	\$112,365	\$41,693	\$70,672
b. Fringe Benefits	\$63,507	\$48,837	\$14,670	\$21,909	\$7,247	\$14,661	\$23,609	\$8,947	\$14,661
c. Travel	\$63,300	\$14,300	\$49,000	\$28,473	\$257	\$28,216	\$38,499	\$283	\$38,216
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$9,400	\$0	\$9,400	\$4,925	\$0	\$4,925	\$5,000	\$0	\$5,000
f. Contractual	\$762,450	\$77,500	\$684,950	\$637,420	\$112,340	\$525,080	\$686,421	\$114,340	\$572,081
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$5,273,649	\$1,222,350	\$4,051,299	\$4,372,451	\$985,679	\$3,386,773	\$4,641,769	\$1,025,727	\$3,616,042
i. Total Direct Charges (sum of a through h)	\$6,383,996	\$1,525,777	\$4,858,219	\$5,170,543	\$1,140,216	\$4,030,327	\$5,507,663	\$1,190,990	\$4,316,672
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$6,383,996	\$1,525,777	\$4,858,219	\$5,170,543	\$1,140,216	\$4,030,327	\$5,507,663	\$1,190,990	\$4,316,672

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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