



**Project Indicators (This Quarter)**

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

To date, more than \$640,000 of equipment and software has been ordered. Twenty-five libraries have received their full equipment orders and another 15 have received some of their equipment. Computer desks and chairs were ordered for 91 libraries totaling \$138,768.92 and deliveries were made to 63 of those libraries. Twenty-nine libraries were identified as needing electrical upgrades. Quotes were requested and 22 were provided with notices to proceed, and seven electrical upgrades were completed. We are also working with libraries on quotes for equipment installation. Twenty-nine libraries have already upgraded their broadband speeds and another 23 are slated to upgrade during the grant period which exceeds the 45 that the project originally set out to upgrade.

Guest speaker Peggy Barber hosted a day-long training on April 27th which featured sessions on marketing computer-based services in libraries, a demonstration of equipment that the libraries' are receiving, guidance for the libraries kick-off events which they will host after they receive their equipment, and a session called "The Power of Word of Mouth Marketing" which was broadcast over NCompass Live as a webinar. The event was held in Lincoln and the webinar was broadcast online. There were 58 attendees and 21 online viewers.

Marketing activities were conducted for the Northeast Library System and Nebraska Economic Developers Association Conference.

Staff participated in Broadband Planning Regional Forums hosted by the Public Service Commission in North Platte, McCook, Lincoln, Minden and Omaha in April and in the BTOP Preconference Session held in New Orleans hosted by the Bill and Melinda Gates Foundation in June.

**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	23	We made significant progress during this reporting period, completing 18% of our project during the three month period. While we are still slightly behind our baseline projection for the quarter (27%) we are gaining momentum and are much closer to being on track to meet our milestones. Last quarter we reported that we expected to be 20% complete by the end of June and we did go beyond that goal for this quarter. We fell behind at the beginning of the project due to unanticipated delays such as issues related to components shipping out of Japan following their natural disasters but progress has accelerated.
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).**

"Imaging" involves NLC configuring computers, shipping them to Riverside Technologies, Inc. (RTI) (HP's warehouse partner), copying the image and shipping them back to NLC to test. This has to be done twice for the laptops and three times for the desktops as various images are needed. Once approved, RTI replicates the image on the new computers. This process was completed in May for the first 30 equipment deliveries that were made. In June, HP began distributing a new computer model for which we have to recreate images. We are currently working on the new images so that equipment deliveries can continue.

In some cases, the new equipment that we are delivering to libraries is not compatible with the older equipment that the libraries currently have. For example, an old model printer may not work with a Windows 7 operating system. While this is presenting challenges in installation, we are working with local IT specialists or ordering additional equipment as necessary.

Depending on what software and operating platforms the libraries are currently using, it is likely that many library staff and patrons will have challenges working with and learning the newer versions of the operating platforms and newer software packages that will be installed on the new equipment.

Getting product delivered to the warehouse in a timely fashion is still an issue. Early in March we ordered product from HP including 30 black and white printers. These printers are still back-ordered and are not expected to arrive until August. This is largely due to delays with components from Japan affected by the natural disasters in March. However, since some libraries are not getting black and white printers we were still able to deliver and install equipment at those locations. Additionally, in order to continue deliveries at libraries who did order black and white printers and who are in dire need of their equipment, we ordered a newer model of black and white printer to distribute in place of the older model and will distribute the back-ordered printers to other libraries that are to receive their equipment later.

**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	76	A total of 193 workstations have been deployed; however, many of them were replacing old workstations. Per the National Telecommunications Information Administration (NTIA) report guidance, we have only included the number of workstations which did not replace old workstations in this total. This compares to a baseline projection of 245; however, the projection counted both new and replacement workstations.  Our baseline number for the entire project was 1090 workstations which our grant application outlined as including 614 new and 476 replacement stations. According to NTIA's report guidance definition shared at the July 2011 Drop-in Call Resource, 56% (614/1090 = 56%) of our baseline represents the "new" workstations which calculates out to 138 "new" workstations for this quarter (56% of 245). Either way, the delays at the outset of the project have caused us to be behind, but we are quickly catching up to our original expectations.
4.b.	Average users per week (NOT cumulative)	27,501	N/A
4.c.	Number of PCCs with upgraded broadband connectivity	29	N/A
4.d.	Number of PCCs with new broadband wireless connectivity	5	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	0	N/A

**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
AccessNebraska Training (1.5 hours)	2	14	21
American Comparative Literature Association (5.5 hours)	6	10	55
Ancestry.com	1	4	4
Beginning Internet Skills	2	5	10

Branding Your Library	4	2	8
Broadband Regional Forum	3	1	3
Center for Advanced Study in Theoretical Linguistics	4	12	48
Skillssoft - Publisher	1	1	1
E-Books	1	2	2
Computer Basics (1.5 hours)	2	16	24
Computer Basics	1	48	48
Computer Class (1.5 hours)	2	4	6
Computer Comfort Class (1.5 hours)	2	17	25
Computer Maintenance on your home computer	3	8	24
Digital Photo Basics (1.5 hours)	2	3	4
E-Book Lab (1.5 hours)	2	1	1
E-File for Non-Profit	2	2	4
Email Basics	1	38	38
Email Basics (1.5 hours)	2	5	7
Email Set up and Job Resumes	1	1	1
Employment Application Online	1	1	1
Excel Basics	1	4	4
Facebook 101	2	7	14
Facebook Basics (1.5 hours)	2	10	15
Facebook Basics	1	8	8
Facebook in Spanish (1.5 hours)	2	3	4
Family Fun Reading Night (1.5 hours)	2	20	30
Fun with Applications	1	1	1
Genealogy Research on the Internet (1.5 hours)	2	21	31
Genealogy Class	1	16	16
Getting Started with Microsoft Word 07 (1.5 hours)	2	9	13
Google Email	1	1	1

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Government Forms Online	1	1	1
Homework Help	8	3	24
Innovative Interface Training	6	52	312
Internet and Email Basics	1	2	2
Internet Basics (1.5 hours)	2	20	30
Internet Basics	1	25	25
Internet Resources	1	2	2
Internship Orientation Webinar Recorded Session	1	2	2
Introduction to Computers: Using the Mouse	2	5	10
Introduction to Windows	2	11	22
Intro to Computer Class	2	24	48
Job and Career Accellerator	1	1	1
Job Seeking Training (1.5 hours)	2	1	1
Laptop Basics	1	7	7
Lets Talk about It - BTOP Grant Marketing	3	72	216
Leveraging Technology for the Future of Nebraska	3	1	3
Library Class	2	234	468
Library Policies/Basic Skills	1	1	1
Library Web Page	1	2	2
Lions Club Online Form	1	1	1
MS Excel 2007 Beginning Skills I	2	11	22
MS Excel 2007 Beginning Skills II	2	11	22
MS Excel 2007 Beginning Skills III	2	11	22
MS Word Basics: Beginning Skills I	2	9	18
MS Word Basics (1.5 hours)	2	17	25
MS Word Intermediate (1.5 hours)	2	7	10
NCompass Live: Nebraska Online Legal Self-Help Center (1.5 hours)	2	16	24

NCompass Live: The Power of Word of Mouth Marketing (1.5 hours)	2	131	196
NCompass Live: NE Libraries on the Web (Word Press)	2	7	14
Nebraska Department of Economic Development Computer Lab Training	1	21	21
Camera/USB and Email	1	1	1
Digital Storytelling for Teens	1	7	7
Nebraska OverDrive Demo and Use Seminar	1	3	3
New Employee Training	10	4	40
NG&P Boaters Safety Class (3.5 hours)	4	11	38
Northeast Nebraska Astronomy Club (1.5 hours)	2	36	54
OCIO Bids for Internet Services: I have my bid, now what? Webinar	1	1	1
Job Search/Application Training	1	10	10
Downloading Games	2	9	18
E-Reader and NE Overdrive Demonstration	2	7	14
OverDrive Access (.5 hour)	1	1	0
Photo Sharing on the Web (1.5 hours)	2	3	4
Photo Upload	1	1	1
Facebook Training	4	5	20
Staff Training	1	3	3
Summer Reading Kick-Off (1.5 hours)	2	28	42
Target Meeting	2	10	20
Transferring Files (.5 hour)	1	1	0
Troubleshooting 101	2	2	4
Using Ancestry.Library.com (1.5 hour)	2	25	37
Web Email Basics (1.5 hour)	2	2	3
Healthy Kids Resources	1	1	1
Webinar: Winning Library Grants"	1	1	1
Word Processing (1.5 hours)	2	7	10

Working with Photos (1.5 hours)	2	1	1
Yahoo Messenger	1	1	1
FirstSearch Introduction	1	5	5
Books in Print 2.0/Non Fiction Connection	1	1	1
Using the Ipad in schools and libraries	1	1	1
Using online services	1	1	1
Monthly Reports Webinar	1	1	1
Building and Maintaining a Digital Library Corps Webinar	1	1	1
How to Evaluate Your Digital Literacy Program Webinar	1	3	3
Laptop Setup and Instruction	2	1	2
Netbook Browser Optimization	1	1	1
NCompass Live: Pioneer Project	1	3	3
Staff Training on Microsoft	2	2	4
MS Word Basics	1	31	31
Picture Upload	1	2	2
Learn WordPress	6	2	12
Basic Internet	1	2	2
Internet Genealogy	1	1	1
Basic Internet (1.5 hours)	2	5	7
Introducing Libraries on the Web	1	2	2
NASA Space Science Workshop: Explore!	1	1	1
Catalog Efficiencies that Make a Difference Webinar	1	1	1
Introductory Computer Class (1.5 hours)	2	3	4
Online demo for Opposing Viewpoints Database	1	1	1
Learning Windows 7	3	1	3
Tech Talk	1	1	1
Nebraska Access Database Tutorial (1.5 hours)	2	4	6
Beginning Genealogy (1.5 hours)	2	56	112

Nook Training with Overdrive	1	1	1
Yahoo Email Training (.5 hour)	0	1	0
Photo Manipulation for Teens	1	14	14
Picasa & Flickr	1	1	1
Summer Reading Program	1	15	15
PowerPoint Basics	1	3	3
Summer Reading/Ancestry.com	2	39	78
Basic Skills Class	1	1	1
Millenium Encore	4	18	72
USB Port and Email	1	1	1
Library Page Webinar	1	1	1
What's Not on the Shelf at the Library?	4	136	544
Millenium Cataloging	8	12	96
Windows 7 Tips and Tricks	3	2	6
Millenium Circ II	8	14	112
Basic Scanner	1	2	2
Millenium Circ I	8	14	112

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).**  
 Purchase and delivery of equipment will continue during the next quarter. By the end of September 2011, we project that 450 new and replacement workstations will be available to the public. A total of 193 workstations has already been delivered leaving 257 workstations to be delivered during the next quarter.

Before equipment can be delivered, furniture deliveries must be made. An estimated 40 libraries will receive furniture between July-September.

Staff will continue to work with libraries on broadband upgrades. Twenty-nine have upgraded and another 23 will upgrade during the next quarter. Electrical upgrades will continue with an expected 22 to be completed by the end of next quarter.

Planning for a 2-day Library Technology Planning Retreat is nearly completed. The event will be held on August 22-23, 2011 with speakers based in Lincoln and broadcast online to three remote locations across the state. The workshop will include the following sessions:

- What is E-Rate
- Technology Planning
- Tech Atlas for Libraries
- Sustainability/Advocacy
- Fear of Filtering: The Reality of Internet Content Management
- Children’s Internet Protection Act (CIPA): Myths vs. Reality
- ADA Software Demonstration

**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	40	Baseline plan is expected to be back on track.
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).**

Compatibility issues between the new equipment we are delivering to libraries and the older equipment that the libraries currently have may continue to arise. This may lead to installations taking longer, additional contracts with local IT support services or additional equipment being ordered to replace incompatible and out-dated equipment.

The issues with back-ordered products will likely continue to be an issue. The black and white printers from HP which have been on back-order since March, are not expected to arrive now until August. In the interim, we ordered a different model of black and white printer so that equipment could be delivered to those libraries most in need. By the time we have delivered all of the new model printers, the back-ordered printers should be in. However, if they are not, we will cancel the back-ordered printers and purchase the new model in its place. Due to the volume of product being ordered for this project from HP, it is possible that other back-order issues could arise as this project continues.

RECIPIENT NAME:NEBRASKA, STATE OF

AWARD NUMBER: 31-42-B10530

DATE: 07/29/2011

OMB CONTROL NUMBER: 0660-0037

EXPIRATION DATE: 12/31/2013

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**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	\$394,295	\$133,802	\$260,493	\$72,281	\$26,900	\$45,381	\$117,001	\$42,734	\$74,267
b. Fringe Benefits	\$194,205	\$65,903	\$128,302	\$25,162	\$8,777	\$16,385	\$39,305	\$14,056	\$25,249
c. Travel	\$111,380	\$32,286	\$79,094	\$9,746	\$3,801	\$5,945	\$15,275	\$9,165	\$6,110
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$2,238,642	\$648,921	\$1,589,721	\$600,265	\$180,535	\$419,730	\$986,000	\$295,800	\$690,200
f. Contractual	\$53,000	\$15,363	\$37,637	\$12,681	\$3,804	\$8,877	\$39,027	\$11,708	\$27,319
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$676,667	\$355,511	\$321,156	\$123,980	\$120,168	\$3,812	\$270,667	\$142,205	\$128,462
i. Total Direct Charges (sum of a through h)	\$3,668,189	\$1,251,786	\$2,416,403	\$844,115	\$343,985	\$500,130	\$1,467,275	\$515,668	\$951,607
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$3,668,189	\$1,251,786	\$2,416,403	\$844,115	\$343,985	\$500,130	\$1,467,275	\$515,668	\$951,607

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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