



**Project Indicators (This Quarter)**

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

The fourth quarter of 2011 was the first entire quarter that all video conferencing equipment was fully operational in all 16 locations. Prior to this quarter, we had been encouraging a maximum of five sites to connect for training while staff became familiar with the equipment and a new presentation style, but in December successfully held photovoltaics training with 10 sites participating. The trainer presented from the TEC-SMART site which required advance video tests to ensure that all One-Stop sites and NYSERDA could connect under a NYS DOL bridge as the sites are on different servers than TEC-SMART. We continue to identify appropriate programs that would best meet our customers' needs and forge partnerships with other One-Stops and Workforce System partners to determine their areas of workshop/programs expertise and weaknesses to optimize use of equipment and staff resources. Under development is a more user friendly on-line program guide so all sites can better access available training/programs and can sign up more easily to participate. Planning continues for NYSDOL's central programming that all sites will be able to access. NYSERDA has spent the remaining cash match on SMART boards and other video-related equipment to provide better visual programming. To build upon grant activities, NYS DOL has installed MOVI cameras onto personal computers in One-Stop Career Centers that do not have video conferencing equipment so all locations can have a video presence and access training/programs. We continue to increase the training/programs offered and the number of participants. This is the final quarterly report for submission as all grant funds, including cash match, are spent and equipment is fully installed.

**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	100	n/a
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).**

None.

**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	16	N/A
4.b.	Average users per week (NOT cumulative)	83	N/A
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

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	525	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
NYSDOL Monthly Manager's Meeting	3	124	372
Civil Service Workshop	2	29	58
BrandCOOL Marketing Presentation	1	14	14
Cover Letter Writing Workshop	2	36	72
Interviewing Skills Workshop	2	33	66
Job Search Workshop	2	23	46
DEV Webinar	1	18	18
DRC Webinar	2	3	6
NYSERDA Marketing Economic Development Meeting (1.5)	2	103	155
Resume Writing Workshop	2	33	66
NYSERDA Webinar on Social Media (1.5)	2	65	98
Train the Trainer Curriculum Project	8	23	184
NYSERDA Technical Evaluation Panel Review (1.5)	2	9	14
WIA Grant Training Options Workshop (1.5)	2	24	36
NYSERDA Customer Service Training	3	16	48
Safety And Health Amusement Device Bd.	4	2	8
AEE Real Estate Professionals	2	6	12
Apprenticeship Field & Central Office Meeting	1	10	10
Assistive Technology Webinar (1.5)	2	2	3
NYS PESH Fire Brigade Training	7	3	21
NYSERDA Conservation Services Group Meeting	1	1	1
NYSERDA Comm. & Indust Team Meeting (2.5)	3	7	18

NYSERDA Webinar on PowerClerk database (1.5)	2	2	3
NYSERDA Empower Messaging Training (1.5)	2	8	12
FAME Meeting	2	9	18
Ft. Drum Health Planning Org.	1	5	5
Asbestos Compliance Hearing (5.5)	6	1	6
Health Care Tax Credit Training	1	7	7
NYSERDA Home Performance Meeting (.5)	1	2	1
Incentive Sanction Webinar	1	10	10
Industry Inspection Supervisor Meeting	2	3	6
NYSERDA IREC Standards (1.5)	2	8	12
Safety and Health Hearing	8	1	8
NYS OSOS Webinar (1.5)	2	9	14
NYSERDA Regional Economic Development Council Meeting (1.5)	2	5	8
NYSERDA Board Meeting	4	4	16
Blaster Board Hearing	7	2	14
Review PECL's incentive platform (.5)	1	5	3
PeopleSoft Webinar	2	5	10
DOL Safety and Health Training (1.5)	2	3	5
NYSERDA Products & Lighting Review	1	3	3
Quirky QR Codes Webinar	1	3	3
Right to Know Training	1	12	12
NYSERDA GJGNYS SharePoint Training	1	9	9
Solar Careers Pathways Project Webinar	1	2	2
Special Investigation Prosecution	1	6	6
USDOL WIA Gold Standard meeting (1.5)	2	8	12
NYSERDA Chairman Address to staff	1	330	330

RECIPIENT NAME: Labor, New York Department of

AWARD NUMBER: 36-42-B10532

DATE: 02/17/2012

OMB CONTROL NUMBER: 0660-0037

EXPIRATION DATE: 12/31/2013

NYSERDA Workforce Development Process Evaluation	1	4	4
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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).**  
 Under development is a more user friendly on-line program guide so all sites and customers can better access available training/ programs and allow for a more stream-lined registration process. Planning continues for NYSDOL's central programming that all sites will be able to access. Outreach and additional video training will be provided to sites with lower usage to continue increasing training/ programs offered and participants.

**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	100	n/a
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).**

None

**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	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
b. Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
c. Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
d. Equipment	\$742,767	\$206,030	\$536,737	\$595,707	\$153,707	\$442,000	\$595,707	\$153,707	\$442,000
e. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
f. Contractual	\$24,000	\$24,000	\$0	\$896	\$896	\$0	\$896	\$896	\$0
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$0	\$0	\$0	\$170,196	\$75,459	\$94,737	\$170,196	\$75,459	\$94,737
i. Total Direct Charges (sum of a through h)	\$766,767	\$230,030	\$536,737	\$766,799	\$230,062	\$536,737	\$766,799	\$230,062	\$536,737
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$766,767	\$230,030	\$536,737	\$766,799	\$230,062	\$536,737	\$766,799	\$230,062	\$536,737

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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