

**QUARTERLY PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS**

**General Information**

<b>1. Federal Agency and Organizational Element to Which Report is Submitted</b>  Department of Commerce, National Telecommunications and Information Administration	<b>2. Award Identification Number</b>  39-42-B10578	<b>3. DUNS Number</b>  048782569
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**4. Recipient Organization**  
  
 Toledo-Lucas County Public Library 325 N Michigan Street, Toledo, OH 43604-6614

<b>5. Current Reporting Period End Date (MM/DD/YYYY)</b>  09-30-2012	<b>6. Is this the last Report of the Award Period?</b>  <p style="text-align: right;"><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.**

<b>7a. Typed or Printed Name and Title of Certifying Official</b>  Margaret Danziger  Deputy Director	<b>7c. Telephone (area code, number and extension)</b>  419-259-5256
	<b>7d. Email Address</b>  margaret.danziger@toledolibrary.org

<b>7b. Signature of Certifying Official</b>  Submitted Electronically	<b>7e. Date Report Submitted (MM/DD/YYYY):</b>  10-29-2012
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**Project Indicators (This Quarter)**

**1. Please describe significant project accomplishments completed during this quarter (600 words or less).**  
 A. LEED Gold plaques for Kent @CCESS CENTER arrived and were installed. B. In 2009, for the whole year, Kent Branch patrons logged onto computers 37,403 times. From the beginning of the BTOP project - January -September 2012, Kent Branch patrons have logged on 50,263 times, a huge increase in only 9 months. C. Kent Branch patrons and used assistive technology 10 times; Outreach Cybermobile patrons used assistive technology 82 times. D. Summer classes at Kent emphasized a safe and secure location for children and teens to spend extra time, especially learning computer skills. E. July 8, TLCPL received the welcome message from Tim Kelly, BTOP Program officer, "I have just reviewed your Progress Report and Attachments for Q2-12. Everything is excellent. Your progress is excellent. Thank you for the attachments [21 pages of photos and news reports] - both are outstanding examples of how things are supposed to work." F. Outreach Cybermobile was a hit in the Monday, September 3, downtown Toledo Labor Day parade. It was also a participant in the levy Kick-Off event at Fifth Third Field Mudhens Arena on Thursday, September 6. G. A successful first health care program was programmed for Outreach's Cybermobile.

**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	97	None
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	141	130 available at Kent Branch; 11 workstations available on Cybermobile.
4.b.	Average users per week (NOT cumulative)	179	111 at Kent; 68 on the Cybermobile
4.c.	Number of PCCs with upgraded broadband connectivity	130	100%
4.d.	Number of PCCs with new broadband wireless connectivity	51	100%
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	16	6 at Kent Branch; 20 on cybermobile

**5. Training Programs. In the chart below, please describe the training programs provided at each of your BTOP-funded PCCs.**

<b>Name of Training Program</b>	<b>Length of Program (per hour basis)</b>	<b>Number of Participants per Program</b>	<b>Number of Training Hours per Program</b>
Kent basic comp/Internet	1	576	576
Kent GED	1	728	728
Kent health/bus/genealogy	1	70	70
Kent partners training	1	31	31
Cybermobile basic comp/ internet	1	430	430
Cybermobile GED	2	29	58
Cybermobile Open lab	1	430	430

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).**  
 October through December 2012, a new schedule of stops for the Cybermobile to reach new targets; emphasis on veterans trainings; approach union halls to re-skill local labor; more GED classes; small business programs; develop new classes for adults: Facebook, YouTube, social media, e-readers, smart phones; Celebrate end of first year after reopening Kent Branch as an @CCESS CENTER, which happened on November 15, 2011.

**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	98	None
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	\$135,133	\$40,540	\$94,593	\$122,571	\$36,771	\$85,800	\$135,133	\$40,540	\$94,593
b. Fringe Benefits	\$39,188	\$11,756	\$27,432	\$29,417	\$8,825	\$20,592	\$39,188	\$11,756	\$27,432
c. Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
d. Equipment	\$586,964	\$176,089	\$410,875	\$586,964	\$176,089	\$410,875	\$586,964	\$176,089	\$410,875
e. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
f. Contractual	\$177,383	\$53,216	\$124,167	\$145,105	\$43,532	\$101,573	\$165,566	\$49,670	\$115,896
g. Construction	\$2,103,015	\$630,905	\$1,472,110	\$2,068,956	\$620,688	\$1,448,268	\$2,089,417	\$626,825	\$1,462,592
h. Other	\$49,253	\$14,775	\$34,478	\$49,253	\$14,775	\$34,478	\$49,253	\$14,775	\$34,478
i. Total Direct Charges (sum of a through h)	\$3,090,936	\$927,281	\$2,163,655	\$3,002,266	\$900,680	\$2,101,586	\$3,065,521	\$919,655	\$2,145,866
j. Indirect Charges									
k. TOTALS (sum of i and j)	\$3,090,936	\$927,281	\$2,163,655	\$3,002,266	\$900,680	\$2,101,586	\$3,065,521	\$919,655	\$2,145,866

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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