

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 41-43-B10593	3. DUNS Number 052226800
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4. Recipient Organization

 PORTLAND STATE UNIVERSITY 1633 SW Park Avenue, PORTLAND, OR 97201-3218

5. Current Reporting Period End Date (MM/DD/YYYY) 06-30-2012	6. Is this the last Report of the Award Period? <input type="radio"/> Yes <input checked="" 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 Stephen Reder University Professor	7c. Telephone (area code, number and extension) (503) 725-3999
	7d. Email Address reders@pdx.edu

7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 07-30-2012
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Project Indicators (This Quarter)

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

Throughout the second quarter of 2012, the Learner Web Digital Literacy Partnership continued its work to provide basic digital literacy training to learners across the country. To this end, we have been recruiting participants and tutors as well as developing new partnerships with community based organizations in our 6 implementation regions. Learner Web staff worked throughout the quarter to increasingly customize our learning plans based on partner feedback and requests. To support collaboration across sites we have organized regular conference calls for our subrecipients' coordinators. Representatives from our project also attended and presented project work at the Schools, Health & Libraries Broadband Coalition conference, the Getting Seniors Online meeting, and at staff meetings of the U.S. Department of Education and the Institute for Museum and Library Services. Learner Web staff also collected and reviewed participants' responses to our second email survey.

Our partners continue to recruit tutors, learners and local organizations to increase their training capacity and meet project goals. Over 100 new tutors were trained this quarter, bringing the total number of tutors trained to date to approximately 350. These tutors provided over 7500 hours of their time to the project. The tutors provided support and training to the approximately 1800 participants who signed up in the last quarter. About 1500 learners completed at least one learning plan for the first time during this time.

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	55	N/A
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).

N/A

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
Digital literacy and broadband consumer education training	Central Texas	Volunteer tutors are recruited and trained to be effective tutors to adult learners and to use the Learner Web software, focused on BTOP specific content. Learners are recruited and referred to our participating computer labs, where their eligibility and digital literacy skills are assessed. Eligible learners work through a series of customized (by location, ability & language) Learning Plans which deliver training in 11 targeted subjects. Learning Plan content ranges from basic computer skills to e-mail to strategies for being an informed consumer of broadband internet subscriptions. Tutors are available throughout the	2,400	563	5	0

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
		learners' work to support progress, complement content and encourage perseverance.				
Digital literacy and broadband consumer education training	Minnesota	Same as above.	4,000	708	5	0
Digital literacy and broadband consumer education training	New Orleans, LA	Same as above.	4,988	1,516	6	0
Digital literacy and broadband consumer education training	New York	Same as above.	6,400	1,402	2	0
Digital literacy and broadband consumer education training	Richmond, CA	Same as above.	4,000	1,253	24	0
Digital literacy and broadband consumer education training	South Texas	Learners are recruited and referred to our participating computer labs, where their eligibility and digital literacy skills are assessed. Eligible learners work through a series of customized (by location, ability & language) Learning Plans which deliver training in 11 targeted subjects. Learning Plan content ranges from basic computer skills to e-mail to strategies for being an informed consumer of broadband internet subscriptions. Paid tutors are trained to support learners, work and are available throughout the process to support learners, complement content and encourage perseverance.	1,750	1,659	13	0
Total:			23,538	7,101	55	0

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).

Every participant in our program is assisted in signing up for an email address. We distributed an email survey to all eligible participants during Q3 2011 and Q1 2012. We will be distributing the third (of five) surveys during Q3 2012. Participants are asked a few questions about internet use, including whether or not they have subscribed to broadband since taking part in the Learner Web Digital Literacy BTOP Partnership.

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).

While these numbers may reflect a lower response rate rather than a low rate of adoption among participants, we expect our response rate to continue to improve. In both rounds of the survey, 23% of respondents indicated that they subscribed to broadband after taking part in our program. As our response rate improves we will be able to better determine the degree to which that rate of adoption is representative of survey recipients. We are working to improve our rate of response by promoting a variable incentive, increasing awareness of the survey among tutors, emphasizing the survey during training and requesting that our subrecipient partners actively promote the survey among program participants.

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

Project Indicators (Next Quarter)

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

Throughout the next quarter our subrecipient partners will continue to recruit and train learners and tutors. We will also be distributing and collecting a third round of participant email surveys. We will also begin planning for our fourth partners' meeting, where we will focus on strategies to sustain our project post-BTOP.

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.	Overall Project	69	N/A
2.b.	Equipment Purchases	-	Milestone Data Not Required
2.c.	Awareness Campaigns	-	Milestone Data Not Required
2.d.	Outreach Activities	-	Milestone Data Not Required
2.e.	Training Programs	-	Milestone Data Not Required
2.f.	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).
 N/A

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	\$586,016	\$193,188	\$392,828	\$412,840	\$140,558	\$272,281	\$524,571	\$186,942	\$337,629
b. Fringe Benefits	\$243,868	\$64,077	\$179,791	\$161,776	\$55,237	\$106,538	\$205,574	\$73,466	\$132,108
c. Travel	\$11,197	\$0	\$11,197	\$24,350	\$0	\$24,350	\$30,194	\$0	\$30,194
d. Equipment	\$23,446	\$3,095	\$20,351	\$18,719	\$0	\$18,719	\$23,212	\$0	\$23,212
e. Supplies	\$4,400	\$0	\$4,400	\$491	\$0	\$491	\$609	\$0	\$609
f. Contractual	\$4,369,486	\$2,085,873	\$2,283,613	\$2,131,521	\$1,069,421	\$1,062,100	\$2,739,334	\$1,422,330	\$1,317,004
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$82,148	\$30,000	\$52,148	\$71,560	\$19,342	\$52,218	\$90,476	\$25,725	\$64,751
i. Total Direct Charges (sum of a through h)	\$5,320,561	\$2,376,233	\$2,944,328	\$2,821,257	\$1,284,558	\$1,536,697	\$3,613,970	\$1,708,463	\$1,905,507
j. Indirect Charges	\$492,166	\$118,463	\$373,703	\$366,295	\$89,087	\$277,208	\$397,959	\$130,191	\$267,769
k. TOTALS (sum of i and j)	\$5,812,727	\$2,494,696	\$3,318,031	\$3,187,552	\$1,373,645	\$1,813,905	\$4,011,929	\$1,838,654	\$2,173,276

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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Empty space for providing additional details or comments related to the budget execution.