ANNUAL PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS

General Information

1. Federal Agency and Organizational Element to Which Report is Submitted	2. Award Identification Number	3. DUNS Number
Department of Commerce, National Telecommunications and Information Administration	44-42-B10011	025488169

4. Recipient Organization

OSHEAN Inc. 6946 Post Road, Suite 402, North Kingstown, RI 02886

5. Current Reporting Period End Date (MM/DD/YYYY)	6. Is this the last Annual Report of the Award Period?
12-31-2013	⦿ **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	7c. Telephone (area code, number and extension)
Robert Gay	
	7d. Email Address
	rob@oshean.org

7b. Signature of Certifying Official	7e. Date Report Submitted (MM/DD/YYYY):
Submitted Electronically	05-23-2013

PROJECT INDICATORS

1. Are you establishing new Public Computer Centers (PCCs) or improving existing PCCs?

○ **New**   ◉ **Improved**   ○ **Both**

2. How many PCCs were established or improved, and what type of institution(s) were they associated with? Please provide actual total numbers to date. Figures should be reported cumulatively from award inception to the end of the most recent calendar year. Recipients should only count the PCCs that were fully established or in which improvements have been fully completed in that year (that is, partial improvements should not be counted).

Institutions	Established	Improved	Total
Schools (K-12)	0	0	0
Libraries	0	73	73
Community Colleges	0	0	0
Universities / Colleges	0	0	0
Medical / Health care Facilities	0	0	0
Public Safety Entities	0	0	0
Job-Training and/or Economic Development Institution	0	0	0
Other Community Support-*Governmental* (please specify):	0	0	0
Other Community Support-*Non-Governmental* (please specify):	0	0	0

3. Please complete the following chart for each PCC established or improved using BTOP funds. Please provide actual total numbers to date.

3.a. New PCCs

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
N/A	0	0	0	0	0

| Add New PCC | Remove New PCC |

3.b. Improved PCCs

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
Prior to Improvement					
See attached PCCs Hours and Access spreadsheet	0	0	0	0	0

| Add New PCC | Remove New PCC |

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
After Improvement					
See attached PCCs Hours and Access spreadsheet	0	0	0	0	0

| Add New PCC | Remove New PCC |

4.a. Please check the primary uses of the PCCs funded by this award. (Check all that apply.)

☑ **Open Lab Time**   ☐ **Other**   ☑ **Training**

4.b. If "other," please specify the primary use of the PCCs:

n/a

5. Please list all of the PCC broadband equipment and/or supplies you have purchased during the past year using BTOP grant funds or other (matching) funds, including any customer premises equipment or end-user devices. If additional space is needed, please attach a list of equipment and/or supplies. Please also describe how the equipment and supplies have been deployed (600 words or less).

Manufacturer	Items	Unit Cost per Item	Number of Units	Narrative description of how the equipment and supplies were deployed
Please see attached worksheet.	0	0	0	N/A
Totals:		0	0	

<div align="center">

[Add Equipment]   [Remove Equipment]

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6. For PCC access and training provided with BTOP grant funds, please provide the information below. Figures should be reported <u>cumulatively</u> from award inception to the end of the most recent calendar year.

Types of Access or Training	Number of People Targeted	Number of People Participating	Total Hours of Training Offered
Open Lab Access	26,468	26,468	0
Multimedia	0	0	0
Office skills	713	713	1,511
ESL	182	182	518
GED	0	0	0
College Preparatory Training	0	0	0
Basic Internet and Computer Use	562	562	1,033
Certified Training Programs	927	927	1,798
Other (please specify):	3,341	3,341	7,594
Total	32,193	32,193	12,454

7. Please describe how your Public Computer Center(s) promotes economic recovery in your area, such as through providing job training, access to job searches, online course offerings, certifications and the like (600 words or less).

The Ocean State Libraries 73 PCC's promote economic recovery in Rhode Island by taking advantage of job skills training on topics ranging from creating Cover Letters, Developing Interviewing Skills, writing Résumés, Branding and Marketing, Online Image and Using Social Media to Network. Additionally, libraries teamed up with the Rhode Island Economic Development Corporation to pilot a new Digital Literacy Curriculum. Libraries also partner with the Department of Labor and Training and the Office of Library and Information Services' EmployRI program to offer additional job-searching workshops. Additionally, many libraries offer hands-on and distance learning ESL classes and general literacy classes. Some of these classes are offered in Spanish or Portuguese. Other libraries continue to provide non-English speaking patrons the assistance in making appointments with the Immigration Office. Those appointments are made only through an online request. As a consortium, OSL continues to offer an updated Featured List on its online catalog page, on a weekly basis. This list highlights and promotes newly added library materials covering myriad job searching and job training topics, including cover-letter writing, résumé-writing, career changes for people who come from specific pervious careers, identifying new career opportunities, and more. The list makes it a one-click option to then request these materials. Nearly all library staff members are aware that the first step for most job applicants requires their having an email address. So libraries assist some patrons with how to create an email address so they can apply for a job they've found. Some libraries have created finding aids for jobs as well. Finally, libraries offer on-the-spot assistance and also planned appointments to patrons who need help with word processing software, spreadsheets, scanning, creating PDF's and similar Office-type skills.

8. To the extent that you have made any subcontracts or sub grants, please provided the number of subcontracts or sub grants that have been made to socially and economically disadvantaged small business (SDB) concerns as defined by section 8(a) of the Small Business Act, 15 U.S.C. 647, as modified by NTIA's adoption of an alternative small business size standard for use in BTOP. Please also provide the names of these SDB entities (150 words or less).

No subcontracts or sub grants have been issued.

9. Please describe any best practices / lessons learned that can be shared with other similar BTOP projects (900 words or less).

While our first grant year was about purchasing and installing new and/or improved internet access within our libraries and installing

routers and switches that will allow our libraries to fully realize the potential for high speed internet access that will come with OSHEAN's infrastructure grant, and while our second year was been about bringing the capacity for state-of-the art classroom technology to the libraries, our third year has been about ramped up training for patrons in myriad areas and bringing state-of-the-art videoconferencing technology capability to libraries, staff and the patrons they serve. Videoconferencing has now been a component of many of our internal meetings over the past year and libraries are becoming more comfortable with the technology so they can share that expertise with the broader community. As a partner with the Providence Emergency Management Association, libraries show their relevance to the community. As several of our libraries are currently being connected to the fiber ring along with our outstanding college and research institutions, we are again, partners in helping keep Rhode Island at the cutting edge of technology. That is a requirement for all successful academic, community and business institutions. While Rhode Island still remains one of, if not the lowest ranking state in terms of unemployment, here in January, 2013, we are finally showing true recovery and we believe libraries have played a role in that.