

Project Indicators (This Quarter)

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

In this quarter, BPSOS-KY, conducted our basic computer class. We also recruited one volunteer for the PCC to help as an instructor. Significant accomplishments by BPSOS-KY and our subrecipient, include:

Accomplishments in the month of April:

- Recruited 5 Vietnamese Students: So far we covered:
 - a. Introduction to basic computers parts (USB, keyboard, mouse, printer, speakers, etc...) and windows operating systems
 - b. How to use my computer, window explorer and control panel functions
 - c. How to create/delete icons and folders.
 - d. How to use the internet (search engine, web browsing, bookmarks, etc...)
 - e. Help them to create an email account
 - f. How to use email.
- Installed Wireless Internet Access (Wi-Fi)
- The Computer Center served 417 users this month.

Accomplishments in the month of May:

- Installed "SteadyState" software for 20 PCs that are running windows XP Pro - (Free software from Microsoft)
- We did housekeeping often for the Computer Lab (cleaned the lab and conference area, updated windows, reorganized furniture, change light bulbs, etc...)
- Planned 3 basic computer lessons this month that covered the following topics:
 - a. Computer maintenance: disk clean-up, disk defragment, and system restore.
 - b. Download and Save: how to download and run an .exe file, know what you're downloading and the risks.
 - c. How to use a flash drive: How to save, copy, delete files and create folders
- Created a computer lab map (diagram) and assigned number for each computer.
- Provided answers to many computer related questions from users for the past month and we would like to continue doing this.
- The Computer Center served 589 users this month

Accomplishments in the month of June:

- The students learned how to used Microsoft Word (the basic steps). IN MS WORD, we taught the students how to:
 - a) Customize their font size, color and theme.
 - b) Copy and Paste.
 - c) Save, open and delete a document on a computer and a thumb drive.
 - d) Start up Uni-Key and practice typing in Vietnamese.
 - e) Attach files/documents to an email and send them to a friend.
 - f) Print
- Maintenance
 - Cleaned the hallway and stairs.
 - Vacuum the dust inside the computer machine.
 - Update flash player and Windows OS on every machine.
 - Inspected all the computer hardware (mice, headphones, keyboards, monitors, motherboards, CPU fans and other components inside the computer).
 - So far, every piece of hardware is performing properly.
- The Computer Center served 484 users this month

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	32	In this quarter, our major issue was that it was difficult to recruit students and users to enter the lab to use the computer at the BPSOS office. After extensive outreach to community, local Vietnamese non-profit organizations and continuing to advertise and distribute fliers monthly, we still struggle to find participants to come to the lab or sign up for the basic computer class.

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).

Under the advice of our Federal Program Officer and Grants Management Specialist, we will be submitting a cost share waiver, as we are behind in meeting our matching fund obligation.

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	20	N/A
4.b.	Average users per week (NOT cumulative)	124	N/A
4.c.	Number of PCCs with upgraded broadband connectivity	1	N/A
4.d.	Number of PCCs with new broadband wireless connectivity	1	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	64	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
Basic Computer	4	10	40

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).

- In the next quarter, we will provide the participants with more techniques about computer technology and open the third semester of the basic computer class
- We will keep recruiting/searching more people who are interesting in the computer field or computer technology.
- We will try to link the U.S Citizenship class into the computer lab to study the questionnaires on the internet and in the computer and how to search about the Government information or anything related to USCIS.
- We will try to advertise the services of the PCC more to the community.
- We will try to give non-Vietnamese communities around Louisville's area an opportunity to know where BPSOS and St. John Vianney's computer labs are in the neighborhood for them to use, and provide computer classes to those individulas.

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	39	<p>Although St. John Vianney Computer Lab has had numerous of users/visitors daily for the last three months, our main problem would recruiting more students for the computer literacy training class. Here are the reasons why we believe it's difficult for us:</p> <ul style="list-style-type: none"> • St. John Vianney is a small Vietnamese Community and majority of the population are nail technicians and their work schedules are usually 11 hours a day (9-8pm), 6 days a week (Mon-Sat). The only people that are able to join our training program on Saturday are retirees/elders and children. • Most of the elders don't have the means of transportation and because of their lack of motivation in learning; it makes it hard for us to get them interested. • As for the children, most of them just come to play games on the computers. Our next big hurdle will be to try to incorporate their love of games into something that can help them learn how to better use the computers as well. This may be addressed through learning games where they can play and learn at the same time. We've noticed a few of the kids actually trying out the typing program we installed. Also, the kids usually have learned how to use computers at their schools so what we're teaching them are things they already know. <p>As of current, we haven't had any technical problems so far.</p>
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).

Challenges in participant recruitment and outreach are anticipated. We have continued to deploy HQ based technical assistance for public relations and outreach purposes.

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	\$212,290	\$79,040	\$133,250	\$57,189	\$20,607	\$36,581	\$71,486	\$25,759	\$45,727
b. Fringe Benefits	\$33,846	\$0	\$33,846	\$4,138	\$0	\$4,138	\$5,173	\$0	\$5,173
c. Travel	\$2,250	\$0	\$2,250	\$2,236	\$0	\$2,236	\$2,236	\$0	\$2,236
d. Equipment	\$34,250	\$0	\$34,250	\$25,305	\$0	\$25,305	\$31,631	\$0	\$31,631
e. Supplies	\$1,680	\$337	\$1,343	\$836	\$327	\$508	\$1,045	\$409	\$636
f. Contractual	\$254,560	\$118,560	\$136,000	\$107,382	\$49,727	\$57,655	\$98,661	\$26,593	\$72,068
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$32,075	\$6,464	\$25,611	\$13,575	\$2,941	\$10,634	\$16,969	\$3,676	\$13,293
i. Total Direct Charges (sum of a through h)	\$570,951	\$204,401	\$366,550	\$210,661	\$73,602	\$137,057	\$227,201	\$56,437	\$170,764
j. Indirect Charges	\$25,241	\$0	\$25,241	\$6,989	\$0	\$6,989	\$8,733	\$0	\$8,733
k. TOTALS (sum of i and j)	\$596,192	\$204,401	\$391,791	\$217,650	\$73,602	\$144,046	\$235,934	\$56,437	\$179,497

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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