



FIRST PERFORMANCE PROGRESS REPORT First Quarter 2010

1. Recipient Organization (Name and complete address including zip code) State Library of Louisiana/701 North 4 th St./Baton Rouge, LA 70802	2. Award Identification Number 22-42-B10018
3. Performance Narrative (Q1) <p>The State Library received the news of the grant award on February 23rd. No federal funds have been expended. In kind contributions amounting to staff time valued at \$18,170.25 have been expended on the project. The Library has received legislative approval to expend the grant funds.</p> <p>Overall project: Progress has been made in setting up an account for the State Library in ASAP. State Library staff have met with fiscal and purchasing staff to establish accounting codes and reporting mechanisms.</p> <p>Equipment purchases: We are working with State Purchasing regulations to purchase equipment and software.</p> <p>PCCs improved / Existing workstations upgraded: No PCCs have yet been improved, nor existing workstations upgraded.</p> <p>Training programs: We are working through the state contracting process to establish training. We have determined that the level of training needed by the target population needs to begin on a much more basic level. Ideally, the first round of classes will focus on basic computer knowledge, Internet searching and managing email. These will be followed by applications and soft skills classes.</p> <p>Other: Electronic resources and tutoring vendors have been selected and are in the contracting process. Anticipated start date for the electronic resources and tutoring availability is June 1. Marketing and promotion activities are being planned. State Library staff are creating a separate jobs/careers/workforce development website, to be called La JACC: Louisiana Jobs and Careers Center, which will bring all tools together. When training is scheduled, it will be promoted via a calendar on this website. We intend to promote this website through the Department of Social Services, Workforce Development Commission, public libraries and other state and local agencies serving vulnerable populations.</p>	
4. Performance Projections (Q2) <i>Please describe your anticipated project activities and progress for the next quarter. This should include a description of federal expenditures, key milestones, the primary activities needed to accomplish those milestones, significant project accomplishments, and any potential delays or challenges you foresee. Please use the milestone categories provided in your baseline report (e.g., equipment purchases, outreach activities, training programs) to help structure your answer. (500 words or less)</i>	

By June 30, we anticipate having most of the funds for the hardware and software encumbered, contracts signed or in process for most activities and to be actively promoting the new website, electronic resources and future availability of training.

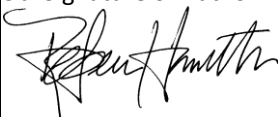
Equipment purchases: Expect to spend or encumber \$2,084,000 for equipment, software and online resources for the public. Purchases fall into two main categories: laptops with associated software and equipment for blind and physically handicapped persons. Once these materials are received, the challenge will be to configure and distribute them to all parishes. We expect to complete the laptop phase of the project by the end of 2010 and to have all the accessibility technology in use by spring 2011.

Outreach activities: State Library project staff and public relations staff will work with vendors to promote the use of the electronic resources, the new website and the availability of tutoring services. Promotional activities will include press releases, meetings with other state and local agency staff, notices in public libraries, distribution of vendor collateral materials, outreach to schools and notices on existing websites.

Training programs: Summer is typically a very busy time for public libraries because of the summer reading program. Some training sessions will be scheduled over the summer, but most activity in the April-June quarter will involve logistics of contracting and

training trainers, acquiring training materials, scheduling training and developing content. September-December will be the first full quarter of statewide training on a large scale.

5. 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.

5a. Typed or Printed Name and Title of Authorized Certifying Official Rebecca Hamilton, State Librarian	5c. Telephone (<i>area code, number and extension</i>) 225-342-4923
5b. Signature of Authorized Certifying Official 	5d. Email Address rhamilton@crt.state.la.us 5e. Date Report Submitted (<i>Month, Day, Year</i>) 4/30/2010

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