

## FIRST PERFORMANCE PROGRESS REPORT First Quarter 2010



1. Recipient Organization <i>(Name and complete address including zip code)</i> Vermont Council on Rural Development, PO Box 1384, Montpelier, VT 05601	2. Award Identification Number 50-43-B10511
3. Performance Narrative (Q1) <i>Please describe your project activities and progress for the first quarter of 2010. This should include a description of federal expenditures to date, key milestones, the primary activities needed to accomplish those milestones, significant project accomplishments, and any delays or challenges. 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> No federal dollars were spent in this first quarter.  Overall Project: Upon NTIA notification of federal funding on March 25, the e-Vermont partnership team moved rapidly to action. VCRD built job ads and initiated search process for hires set for early May. VCRD found and secured expanded space for new staff and is initiating purchases of computers and furniture. We contacted all partners and funders and have made arrangements for philanthropic dollars to provide immediate cash flow, and will receive our first disbursement of \$100,000 from the Evslin Family Foundation to allow all partners to move forward with security.  Equipment Purchases: None to date. Began to evaluate equipment needs.  Awareness Campaigns: VCRD contracted with Flywheel Communications to begin the media campaign with a press release on March 26, built an awareness campaign roll out plan and subsequently scheduled a press conference in the VT State House with all project partners for early April.  Outreach Activities: e-mailed all Pre-Applicant Communities, and began process of building full application guidelines and criteria for release in April.  Training Programs: None to date.	
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>	

**Overall Project:** We anticipate spending approximately \$315,625 in Quarter 2. VCRD convened the e-Vermont partnership to build collaboration in the start up of e-Vermont implementation. VCRD will hire 3 new staff to begin work in force; grant partners (Front Porch Forum, Digital Wish, the Snelling Center, and the Vermont Small Business Development Center) will fill their project staff positions. New staff will be trained. Efficient fiscal accounting and communication systems will be in place. We set the provisions for the town applications and criteria for selection of e-Vermont Communities; released them to the public in early April with decisions on the first 12 communities to be made in early May with roll out of services to begin immediately. We will begin development of the initial menu of appropriate Internet-based services and software to carry into discussions with each community as starting points.

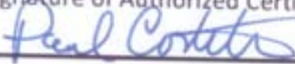
**Equipment Purchases:** We anticipate spending \$108,000 for equipment in Q2. New equipment and furniture for our expanded office space will be purchased and installed. Digital Wish will assess school needs in each of the first 12 chosen communities and be ready to purchase netbooks in the next quarter. Netbooks to be purchased this quarter include a small number for trainers and initial visits with schools. Vermont Department of Libraries will begin discussions with libraries in selected communities to assess their equipment needs.

**Awareness Campaigns:** We anticipate costs of \$11,000 in Q2. A press conference was held at the VT Statehouse with all project partners on April 9. Our team will complete brand and logo documents and common media talking points. The e-Vermont Partnership built a committee to plan the implementation of the collaborative project website. A full scale media campaign will be developed and town and state level media work begun.

**Outreach Activities:** We anticipate spending an additional \$5,000 in outreach to selected communities in Q2. We have contacted all Pre-Applicant Communities and statewide broadband partners to prepare for the applications process. Announcements of the Community Application for participation by Vermont communities in e-Vermont have been widely distributed throughout Vermont through press releases, websites, and email distribution lists of all project partners.

**Training Programs:** We expect costs for training to approximate \$25,000 in Q2. The Snelling Center staff position will be filled to oversee the statewide conference and symposia training programs. First meetings with communities will help to assess local training needs in collaboration with the Vermont State Colleges.

**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  Paul Costello, Executive Director	5c. Telephone (area code, number and extension) 802-223-5763
5b. Signature of Authorized Certifying Official 	5d. Email Address pcostello@vtrural.org  5e. Date Report Submitted (Month, Day, Year) 4/30/10 updated 5/17/10