QUARTERLY 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	31-42-B10530	878045806

4. Recipient Organization

NEBRASKA, STATE OF 1445 K ST, LINCOLN, NE 685082731

5. Current Reporting Period End Date (MM/DD/YYYY)	6. Is this the last Report of the Award Period?
12-31-2010	◯ 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)
Audrey York	402-471-4006
Grant Compliance Officer	**7d. Email Address** audrey.york@nebraska.gov
7b. Signature of Certifying Official Submitted Electronically	**7e. Date Report Submitted (MM/DD/YYYY):** 01-28-2011

Project Indicators (This Quarter)

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

The Nebraska Library Commission (NLC) hired three full-time staff to administer the Public Computer Center grant. A kickoff event was held to introduce program staff, bring together approximately 95% of the 147 participating libraries, and discuss program goals, objectives, and partner activities. Participating libraries were contacted to determine specific furniture, computer, and broadband upgrade needs. Reporting timelines, spreadsheets, and forms were created and distributed to participating libraries. Price quotes from venders were received for computers and peripherals. Meetings were held with program partners and staff of State purchasing and procurement agencies. A tentative schedule for computer and furniture deployment was established.

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	4	There is no variance from the baseline plan.
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).

No major challenges or issues were faced during this past quarter in achieving planned progress against the project milestones listed above. The NLC has taken more time to ensure that the correct procurement procedures are in place before we make any purchases. Therefore, we may be slightly below our projected expenditure rate for the next quarter, but it has not significantly impacted progress against the project milestones for the past quarter.

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 underlined 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	0	N/A
4.b.	Average users per week (NOT cumulative)	0	N/A
4.c.	Number of PCCs with upgraded broadband connectivity	0	N/A
4.d.	Number of PCCs with new broadband wireless connectivity	0	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	0	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
N/A	0	0	0

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).

The Nebraska Library Commission (NLC) plans to begin the purchase and distribution of furniture, computers, peripherals, and software to library PCCs during the next quarter. Sessions are planned to inform participating library staff about the E-Rate program. NLC will host a reporting webinar to inform participating libraries of their reporting responsibilities and answer any questions they may have. Media outreach is planned to inform the general public of the PCC program. The NLC will meet with our partner agencies to plan training and outreach opportunities.

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**	10	Purchase of equipment/supplies, travel, training, marketing, and PCC improvements will occur in this quarter. A small variance from the baseline plan is expected due to the length of time needed to ensure proper procurement methods are used to purchase equipment/supplies.
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).

No major challenges or issues are anticipated during the next quarter. A minor challenge will be the additional time needed to ensure procurement is done correctly. The NLC has taken more time to ensure that the correct procurement procedures are in place before we make any purchases. Therefore, we may be slightly below our projected expenditure rate for the next quarter. However, we are currently working with the purchasing agencies of the State, and we anticipate that all of the purchasing processes we will use will be finalized early in the next quarter. We plan to begin purchasing furniture, computers, software, and peripherals in mid-to-late February.

Poor weather conditions may present a small challenge for the Information Technology Support Manager in her delivery of equipment/ supplies, but it should not present a major challenge.

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.

Cost Classification	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		
	Total Cost (plan)	Matching Funds (plan)	Federal Funds (plan)	Total Cost	Matching Funds	Federal Funds	Total Costs	Matching Funds	Federal Funds
a. Personnel	$394,295	$133,802	$260,493	$16,221	$5,620	$10,601	$46,316	$18,725	$27,591
b. Fringe Benefits	$194,205	$65,903	$128,302	$3,563	$1,561	$2,003	$18,385	$8,015	$10,371
c. Travel	$111,380	$32,286	$79,094	$1,271	$1,271	$0	$13,338	$4,769	$8,569
d. Equipment	$2,238,642	$648,921	$1,589,721	$0	$0	$0	$142,872	$42,862	$100,012
e. Supplies	$0	$0	$0	$0	$0	$0	$0	$0	$0
f. Contractual	$53,000	$15,363	$37,637	$0	$0	$0	$2,500	$750	$1,750
g. Construction	$0	$0	$0	$0	$0	$0	$0	$0	$0
h. Other	$676,667	$355,511	$321,156	$118,237	$118,001	$236	$159,554	$148,666	$10,888
i. Total Direct Charges (sum of a through h)	$3,668,189	$1,251,786	$2,416,403	$139,292	$126,453	$12,840	$382,965	$223,787	$159,181
j. Indirect Charges	$0	$0	$0	$0	$0	$0	$0	$0	$0
k. TOTALS (sum of i and j)	$3,668,189	$1,251,786	$2,416,403	$139,292	$126,453	$12,840	$382,965	$223,787	$159,181

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