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	40-41-B10526	065441842

4. Recipient Organization

Oklahoma City University 2501 N Blackwelder Avenue, Oklahoma City, OK 73106-1493

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)
Teena Belcik	(405) 821-0350
	7d. Email Address
Broadband Technology Consultan	tbelcik@okcu.edu

7b. Signature of Certifying Official	7e. Date Report Submitted (MM/DD/YYYY):
Submitted Electronically	02-17-2011

Project Indicators (This Quarter)

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

OCU continued its outreach activities in preparation for the centers opening in 2011. Job descriptions were finalized and will be posted in early 2011. Renovation plans and timing were reviewed and detailed. The new nursing facility is still scheduled to be completed and opened in January, 2011 with clean-up of the former facility to begin in February and renovations to begin in March.

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	3	Same as projected in 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).

OCU has not experienced any significant challenges meeting our projected milestones during this 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 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	Facility not yet available.
4.b.	Average users per week (NOT cumulative)	0	Facility not yet available.
4.c.	Number of PCCs with upgraded broadband connectivity	0	Facility not yet available.
4.d.	Number of PCCs with new broadband wireless connectivity	0	Facility not yet available.
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	0	Facility not yet available.

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).

OCU will hire the Program Director and recruit for the Assistant Director and Technology Assistant positions. Renovations on the facility will begin and further curriculum plans will be made in conjunction with our community partners.

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**	8	Same as projected in baseline plan.
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).

OCU has the typical challenges facing any start-up project, including establishing the administrative procedures required to ensure compliance with all federal regulations. We do not, however, expect any significant challenges that would inhibit us from successfully meeting the next quarter's objectives.

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	$896,827	$457,527	$439,300	$15,232	$15,232	$0	$32,000	$24,000	$8,000
b. Fringe Benefits	$187,007	$103,882	$83,125	$3,046	$3,046	$0	$8,000	$6,000	$2,000
c. Travel	$31,160	$0	$31,160	$1,715	$0	$1,715	$1,715	$1,715	$1,715
d. Equipment	$616,403	$0	$616,403	$0	$0	$0	$0	$0	$0
e. Supplies	$38,000	$0	$38,000	$0	$0	$0	$53,000	$0	$53,000
f. Contractual	$167,844	$48,944	$118,900	$48,500	$0	$48,500	$80,000	$8,000	$72,000
g. Construction	$67,505	$0	$67,505	$0	$0	$0	$0	$0	$0
h. Other	$66,024	$25,524	$40,500	$0	$0	$0	$0	$0	$0
i. Total Direct Charges (sum of a through h)	$2,070,770	$635,877	$1,434,893	$68,493	$18,278	$50,215	$174,715	$39,715	$136,715
j. Indirect Charges	$110,810	$110,810	$0	$0	$0	$0	$0	$0	$0
k. TOTALS (sum of i and j)	$2,181,580	$746,687	$1,434,893	$68,493	$18,278	$50,215	$174,715	$39,715	$136,715

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