FIRST PERFORMANCE PROGRESS REPORT
2010

1. Recipient Organization *(Name and complete address including zip code)* PORTLAND STATE UNIVERSITY 2121 SW 4th AVE. PORTLAND, OR 97201	2. Award Identification Number 41-43-B10593

3. Performance Narrative (Q1)
Please describe your project activities and progress for the first quarter of your award period. 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)

This project began in the last few days of the first quarter. There were no federal expenditures. The process of contacting sub-recipients and drafting sub-recipient agreements was initiated.

4. Performance Projections (Q2)
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)

The first half of Q2 will be focused on the development of Learning Plans, orientation of our implementation partners and the fomentation of implementation strategy. The second half of Q2 will see the continuing development and optimization of LPs, the creation and use of shared material to promote public awareness, volunteer recruitment and new-to-broadband outreach as well as the refinement of implementation procedures. Throughout Q2 we will continue to: build our internal communication channels (primarily our Ning social network and interactive webinars), specialize the Learner Web software for the BTOP project and develop procedures for timely and accurate reporting.

Key milestones for Q2 are:

- **Development Team meeting in St. Paul, MN**
- **National Leadership meeting in Portland, OR**
- **Draft outlines of Learning Plans**
- **Draft implementation plans for sub-recipients**
- **Establishment of a data collection system for volunteer monitoring**
- **Establishment of sub-recipient reporting system**

An initial LP Design team meeting will strategize on the scope and structure of Learning Plans for both new-to-broadband participants and the tutors who will support them. This project will carry on via our Ning network, fostering synergy between development of tutor training Learning Plans and digital/broadband literacy Learning Plans. The first National Leadership Team meeting in the second month of Q2 will focus on developing our implementation practices as well as strategy surrounding recruitment of tutors and outreach to new-to-broadband participants. Sub-recipients will also be given instruction and guidance on reporting requirements.

Federal expenditures will include personnel/fringe benefits, travel, meeting expenses, consultant and sub-recepients.

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 Stephen Reder, Professor	5c. Telephone *(area code, number and extension)* 503-725-3999
	5d. Email Address reders@pdx.edu
5b. Signature of Authorized Certifying Official	5e. Date Report Submitted *(Month, Day, Year)*