QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION

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	50-43-B10511	137761792

4. Recipient Organization

Vermont Council on Rural Development 43 State Street, Montpelier, VT 05602

5. Current Reporting Period End Date (MM/DD/YYYY)	6. Is this the last Report of the Award Period?
03-31-2011	○ 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)
Paul Costello	(802) 223-5763
	7d. Email Address
Executive Director	pcostello@vtrural.org
7b. Signature of Certifying Official	**7e. Date Report Submitted (MM/DD/YYYY):**
Submitted Electronically	04-29-2011

Project Indicators (This Quarter)

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

Work has started with Round 2 communities. Public forums have been held in six of these 12 towns, involving over 100 community members. Forums will all be completed by May. Projects selected by these towns will begin by June 1st.

Digital Wish (DW) has held planning meetings in all 12 new schools and will launch in-school projects in the next quarter. Front Porch Forum (FPF) has launched its services in all 12 towns, and has already reached 1,153 subscribers – a 10% take rate, with some towns higher at 44% (Calais), 26% (Middletown Springs) and 20% (Moretown).

Some partners have launched new projects based on lessons learned in the first year. The Vermont State Colleges (VSC) held their first webinar (Internet Safety for Parents) and produced their first set of online tutorials. DW first round student surveys show that 85% say they produce better work using new technology, 73% find schoolwork more enjoyable and 85% believe that technology in school is important to their future. DW began testing of a new fundraising program for school technology purchases. FPF is expanding their services to include a community calendar function. The Snelling Center for Government (SCG) is building from regional workshops to host a statewide conference in May.

Partners are completing Round 1 responsibilities. VCRD has invested in equipment and services to support broadband adoption in communities, such as computers for an e-training center, integrating an online platform into public access television, equipment for public access to the Internet, and a website promoting a downtown. In this quarter, the Small Business Development Center has assisted 26 businesses, launched two websites, and held 18 workshops. VSC has completed workshops in 11 of the 12 Round 1 communities. The SCG contracted for a municipal government website template and hosted a 2nd regional conference with 53 attendees.

The e-Vermont Partnership has started planning for how to bring models of successful projects to all rural Vermont communities and ensure an impact beyond the completion of this BTOP grant.

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 reasons for any variance from baseline plan or any other relevant information)
2.a.	**Overall Project**	38	We're on track.
2.b.	**Equipment / Supply Purchases**	-	Progress reported in Question 4 below
2.c.	**Awareness Campaigns**	-	Progress reported in Question 4 below
2.d.	**Outreach Activities**	-	Progress reported in Question 4 below
2.e.	**Training Programs**	-	Progress reported in Question 4 below
2.f.	**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).

This quarter was a smooth one with the exception of distributing library equipment - the delays in that project were related to a problematic ordering system on the vendor's end and unanticipated difficulty in getting computer supplies' particular specifications. We believe that the ordering system glitches have been resolved and equipment is set for distribution in the next quarter.

4a. In the chart below, please provide the requested information on your BTOP grant-funded SBA activities. Please also provide a short description of the activity (600 words or less). Figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please ensure that the numbers of new household subscribers and business or community anchor institution (CAI) subscribers reflected in the "Total" row represent the unduplicated number of new subscribers that can be attributed to your SBA project as a whole.

Name of the SBA Activity	Location of SBA Activity	Description of Activity (600 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers: Households	New Subscribers: Businesses and/or CAIs
Public Forum	Morristown	Public forum to launch e-Vermont in Morristown	20	16	0	0
Public Forum	Calais	Public forum to launch e-Vermont in Calais	20	8	0	0
Public Forum	Jay	Public forum to launch e-Vermont in Jay / Westfield	20	12	0	0
Public Forum	Middletown Springs	Public forum to launch e-Vermont in Middletown Springs	20	37	0	0
Public Forum	Castleton	Public forum to launch e-Vermont in Castleton	20	37	0	0
Public Forum	Moretown	Public forum to launch e-Vermont in Moretown	20	28	0	0
Workshop	Statewide	Small Business Development Center has presented the Getting Your Business Online workshop in 11 locations statewide	125	75	0	0
Workshop	Statewide	Small Business Development Center has presented the Social Media Marketing workshop in 10 locations statewide	150	105	0	0
Workshop	Statewide	Small Business Development Center has presented the Google Tools workshop in 2 locations statewide	25	34	0	0
Trainings	Statewide	Digital Wish offers teacher trainings in all participating schools. 426 were offered in this quarter. We are reporting here the number of *new* participants in the series - total number is 800.	36	36	0	0
Basic Skills Workshops	Statewide	Vermont State Colleges offered 27 workshops on basic skills throughout the state	60	48	0	0
Webinar	Online	Vermont State Colleges launched their webinar series with "Internet Safety for Parents"	30	50	0	0
Regional Workshop	Lyndonville	Snelling Center for Government presented a regional workshop on digital skills building	50	53	0	0
Total:			**596**	**539**	**0**	**0**

4b. Please describe your method for determining the number of households, businesses, and/or (CAIs) subscribing to broadband as a result of your SBA programs (600 words or less).

Because e-Vermont is a community based approach, we track subscription changes across the community, not by individuals participating in the project. For that reason, individual households / businesses are left blank above. The Vermont Department of Public Service collects subscriber information for e-Vermont towns and reports the percentage of household with broadband access who subscribe at the end of the quarter.

Round 1 Communities: Grand Isle County 35%
Newport City 36%
Canaan 69%
Island Pond 31%
Cambridge 91%
Bristol 37%
Middlesex 52%
W. Rutland 45%
Ludlow 31%
Poultney 42%
Sunderland Arlington 45%
Pownal 31%

Round 2 Communities (Baseline)
Bridgewater No data
Calais 51%
Castleton 34%
Dover No data
Fairfield 46%
Hardwick 36%

Jay/Westfield 69%
Middletown Springs 31%
Moretown 91%
Morristown 37%
Richford 52%
Vergennes 45%

4c. Please provide a narrative explanation if the total number of new subscribers is different from the targets provided in your baseline plan (600 words or less).

Subscription rates across the first communities have risen 10% over the original baseline. This increase exceeds our original expectations for this point in the grant.

4d. Please provide the number of households and the number of businesses and CAIs receiving discounted broadband service as result of BTOP funds.

Households: 0	**Businesses and CAIs :** 0

Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (600 words or less).

In the next quarter we expect to present the first statewide conference organized by the Snelling Center for Government, complete all Vermont State Colleges workshops in Round 1 towns, start Small Business Development Center work in all second round towns, be close to completion in distribution of Digital Wish equipment to schools, have distributed all library equipment in first round towns, reach 50% in spending the funds for supplies and services in support of community-designed projects, launched municipal websites for all first round communities that have requested them, and redesigned the e4vt.org website in support of a new outreach campaign around models and best practices.

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. 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 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	**Percent Complete**	**Narrative (describe reasons for any variance from baseline plan or any other relevant information)**
2.a.	**Overall Project**	53	Next quarter we will be halfway through our timeline for the grant; because there are greater upfront costs than ongoing operation costs the budget reached the halfway point in this quarter instead of next.
2.b.	**Equipment Purchases**	-	Milestone Data Not Required
2.c.	**Awareness Campaigns**	-	Milestone Data Not Required
2.d.	**Outreach Activities**	-	Milestone Data Not Required
2.e.	**Training Programs**	-	Milestone Data Not Required
2.f.	**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 issues anticipated at this time.

Sustainable Broadband Adoption Budget Execution Details

Activity Based Expenditures (Sustainable Broadband Adoption)

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	$449,050	$292,480	$156,570	$214,213	$133,937	$80,276	$269,275	$170,000	$99,275
b. Fringe Benefits	$125,200	$87,770	$37,430	$42,151	$22,669	$19,482	$52,200	$28,000	$24,200
c. Travel	$20,000	$0	$20,000	$8,909	$0	$8,909	$12,400	$0	$12,400
d. Equipment	$0	$0	$0	$0	$0	$0	$0	$0	$0
e. Supplies	$1,411,377	$500,182	$911,195	$568,749	$224,951	$343,798	$800,000	$300,000	$500,000
f. Contractual	$274,517	$27,517	$247,000	$79,373	$27,517	$51,856	$141,517	$27,517	$114,000
g. Construction	$0	$0	$0	$0	$0	$0	$0	$0	$0
h. Other	$1,469,668	$316,188	$1,153,480	$518,496	$26,850	$491,646	$699,400	$36,000	$663,400
i. Total Direct Charges (sum of a through h)	$3,749,812	$1,224,137	$2,525,675	$1,431,891	$435,924	$995,967	$1,974,792	$561,517	$1,413,275
j. Indirect Charges	$0	$0	$0	$0	$0	$0	$0	$0	$0
k. TOTALS (sum of i and j)	$3,749,812	$1,224,137	$2,525,675	$1,431,891	$435,924	$995,967	$1,974,792	$561,517	$1,413,275

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