

RECIPIENT NAME:
AWARD NUMBER:
DATE:

OMB CONTROL NUMBER: 0660-0037
EXPIRATION DATE: 12-31-2010

QUARTERLY PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS

General Information		
1. Federal Agency and Organizational Element to Which Report is Submitted NTIA	2. Award Identification Number 22-42-B10018	3a. DUNS Number 17-60-36564
		3b. EIN 72-0807104
4. Recipient Organization (Name and complete address including country, congressional district, and zip code) Office of the State Library 701 North 4th Street Baton Rouge, LA 70802, USA, Congressional District 06		
5. Current Reporting Period End Date (MM/DD/YYYY) 06/30/2010	6. Is this the last Report of the Award Period? <input type="radio"/> Yes <input checked="" type="radio"/> 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 Rebecca Hamilton State Librarian	7c. Telephone (area code, number and extension) 225-342-4923	7d. Email Address RHamilton@CRT.State.LA.US
7b. Signature of Certifying Official	7e. Date Report Submitted (MM/DD/YYYY): 07/28/2010	

Project Indicators (This Quarter)

1. Please describe significant project accomplishments completed during this quarter (150 words or less).
 PORTABLE LAPTOP LABS: Laptops & projectors are in the state procurement process.
 ONLINE WORKFORCE DEVELOPMENT TOOLS & HEALTH INFORMATION: Selected online computer skills training series, health and wellness database and career tools & job search database, available to the public since June 1. Used over 1600 times. Created portal, "Louisiana Jobs & Career Center" (LAJaCC) to bring together tools and resources needed for the job searcher, accessed over 1900 times. Database vendors provided 12 webinars for 172 public library staff to orient them to the new resources. Press releases sent & brochures updated. See lajacc.state.lib.la.us
 ONLINE TUTORING: Available since June 1; 40 tutoring sessions held. 1875 letters sent to school principals & superintendents advertising the service. Available at www.homeworkla.org
 LAPTOPS TO CHECK OUT: Bid process underway.
 ASSISTIVE TECHNOLOGY: CCTV & 65 workstations received at the State Library. Will distribute to the public libraries when the software has been loaded.

2. Please provide the percent complete for the following key milestones in your project. Write "N/A" in the second column if your project does not include this activity. If you provided additional milestones in your baseline plan, please insert them at the bottom of the table. Unless otherwise indicated in the instructions, 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 (100 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	9	Accessibility software & hardware has already been received
2.b.	Equipment / Supply Purchases	11	
2.c.	Public Computer Centers Established		N/A
2.d.	Public Computer Centers Improved	0	
2.e.	New Workstations Installed	0	
2.f.	Existing Workstations Upgraded		N/A
2.g.	Outreach Activities	10	
2.h.	Training Programs	0	
2.i.	Other (please specify):	33	Online tutoring & databases

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 (150 words or less).
 Overall the state procurement process is taking somewhat longer than anticipated, but we are moving ahead and making progress.

4. Please provide actual total numbers to date or typical averages for the following key indicators, as specified in the question. Write "N/A" in the second column if your project does not include this activity. Unless otherwise indicated in the instructions, figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please provide a narrative description if the total is different from the target provided in your baseline plan (100 words or less).

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	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	
4.b.	Average users per week	12,251	12,251 "average users per week" this quarter (Q2) keeps us on track for our projected "average users per week" of 13,366 increase over our 3-year BTOP grant
4.c.	Upgraded broadband connectivity at PCC		N/A
4.d.	Establish broadband wireless connectivity at PCC	0	
4.e.	Number of additional hours per week an existing PCC is open to the public as a result of BTOP funds		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
Computer Application Training	0	0	0
Soft Skill Training	0	0	0
Basic Computer Skills Training	0	0	0
Consultant Training & Support	0	0	0

Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (150 words or less).
 By the end of the 3rd quarter, we expect to have all of the equipment purchased. We estimate it will take several additional months to configure and deploy everything. We anticipate having a full schedule of training classes offered in every area of the state. Significant efforts will be put into outreach and awareness.

2. Please provide the percent complete anticipated for the following key milestones in your project as of the end of the next quarter. Write "N/A" in the second column if your project does not include this activity. Unless otherwise indicated in the instructions, figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please provide a narrative description if the planned percent complete is different from the target provided in your baseline plan (100 words or less).

	Milestone	Planned Percent Complete	Narrative (describe reasons for any variance from baseline plan or any relevant information)
2.a.	Overall Project	22	
2.b.	Equipment / Supply Purchases	75	All planned equipment scheduled to be purchased by the end of the 3rd qtr. Due to the competitive bid process, overall expenditures will be less than predicted.
2.c.	Public Computer Centers Established		N/A
2.d.	Public Computer Centers Improved	0	
2.e.	New Workstations Installed	0	
2.f.	Existing Workstations Upgraded		N/A
2.g.	Outreach Activities	20	
2.h.	Training Programs	3	Scheduling of training is slightly behind schedule due to State contracting processes
2.i.	Other (please specify):	33	Online tutoring & databases

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 maybe useful (150 words or less).
 Hurricane season may impact the number of training classes we can offer. In addition, much of the attention of Louisianans is concentrated on the oil spill, making outreach and awareness activities critical.

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.

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		
Cost Classification	Total Cost (plan)	Matching Funds (plan)	Federal Funds (plan)	Total Cost	Matching Funds	Federal Funds	Total Costs	Matching Funds	Federal Funds
a. Personnel	\$308,965	\$181,846	\$127,119	\$31,377	\$31,377	\$0	\$44,377	\$44,377	\$0
b. Fringe Benefits	\$55,614	\$32,733	\$22,881	\$7,336	\$7,336	\$0	\$14,336	\$14,336	\$0
c. Travel	\$23,550	\$13,500	\$10,050	\$0	\$0	\$0	\$1,221	\$0	\$1,221
d. Equipment	\$1,789,604	\$0	\$1,789,604	\$230,508	\$0	\$230,508	\$1,660,341	\$0	\$1,660,341
e. Supplies	\$451,000	\$1,000	\$450,000	\$7,980	\$0	\$7,980	\$16,980	\$0	\$16,980
f. Contractual	\$8,357,000	\$1,959,100	\$6,397,900	\$494,943	\$0	\$494,943	\$894,163	\$129,710	\$764,453
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$163,950	\$163,950	\$0	\$0	\$0	\$0	\$5,850	\$5,850	\$0
i. Total Direct Charges (sum of a through h)	\$11,149,719	\$2,352,129	\$8,797,660	\$772,144	\$38,713	\$733,430	\$2,637,261	\$194,273	\$2,442,991
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTALS (sum of i and j)	\$11,149,719	\$2,352,129	\$8,797,660	\$772,144	\$38,713	\$733,430	\$2,637,261	\$194,273	\$2,442,991

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
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