

QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION

General Information		
1. Federal Agency and Organizational Element to Which Report is Submitted GMIS	2. Award Identification Number 25-43-B10010	3a. DUNS Number 956072490
		3b. EIN XXXXXXXXXXX
4. Recipient Organization (Name and complete address including country, congressional district, and zip code) University of Massachusetts Lowell 600 Suffolk Street, 2nd Floor, Lowell, MA 01854		
5. Current Reporting Period End Date (MM/DD/YYYY) 09-30-2010	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 Carol McDonough	7c. Telephone (area code, number and extension) 978-934-2784	
	7d. Email Address Carol_McDonough@uml.edu	
7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 11-30-2010	

Project Indicators (This Quarter)

1. Please describe significant project accomplishments completed during this quarter (150 words or less).
 All sites running and official ribbon cuttings have occurred at three with "soft" openings at the remaining sites. A larger opening event is still in planning stages. Significant accomplishments for training program: summer training program designed, implemented and completed. Successful transition from summer trainers and sites to fall trainers and trainings at all partner sites. Student assistants have developed fifty age-specific training modules for youth and young adults, adults and seniors. Evaluation of training impacts on internet literacy and new subscribers is developed and ongoing. Our subcontractor (UTEC) is fully staffed and implementing their training program; UTEC should be at milestones by Y2Q1. Outreach and awareness activities include a successful local radio interview and several articles with pictures in local senior center newsletters. Website development has taken place. There has been continuing contact with local libraries and with the two broadband providers in our region.

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 reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	19	Slight negative variance because of program manager turnover and slow start for subcontractor UTEC.
2.b.	Equipment Purchases	86	Equipment reported here is, under UML policies, considered supplies. 2.b reports expenditures for equipment and supplies.
2.c.	Awareness Campaigns	20	n/a
2.d.	Outreach Activities	20	n/a
2.e.	Training Programs	20	Negative variance because training-related expenditures for subcontractor UTEC had not been paid as of 9/30/10.
2.f.	Other (please specify):	0	n/a

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).
 Toward the end of Q3, our project manager informed us that he would be taking a job with the City of Lowell. While he stayed on until October 15, his resignation has had a negative effect on our planned progress, especially in terms of being proactive in generating new subscribers. We are in the active process of advertising for a new manager.

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 (100 words or less). Unless otherwise indicated in the instructions, figures should be reported cumulatively from award inception to the end of the most recent reporting quarter.

Name of the SBA Activity	Location of SBA Activity	Description of Activity (100 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers (Households and / or Businesses)
Training	partner sites	Hands-on broadband trainings with a focus on employment skills and health information	1,915	611	2
Awareness	Greater Merrimack Valley	Public information regarding broadband technology as critical to modern life and discussion of specific benefits a wired life will bring	424,279	28,100	0
Outreach	Greater Merrimack Valley	Public information about UMass Lowell BTOP program and specific program offerings	396,950	42,855	0
Total:			823,144	71,566	2

4b. Please describe your method for determining number of households and/or businesses subscribing to broadband as a result of your SBA programs (100 words or less).
 Please see attachments A and B for additional information for 4a.
 We are surveying participants post trainings and outreach sessions to determine increases in subscribers. We have signed a subcontract for the public WiFi network build-out with Lowell Telecommunications Corporation. We are also developing contacts with broadband providers to obtain subscription information.

4c. Please provide a narrative description if the total number of new subscribers is different from the targets provided in your baseline plan (100 words or less).

We did not propose to increase subscribers until the first Q of year two. However, we already have a modest increase in subscribers. We plan to launch a major campaign at public libraries and other public places, together with the two broadband providers in the area, to increase subscriptions. We also are obtaining information on broadband subscription and usage from the post-training surveys that we administer at each training site.

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

Households: 0	Businesses: 0
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Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (150 words or less).
 Awareness campaign has moved forward on several fronts to promote broadband adoption. A more focused effort will begin to engage the broadband providers with potential subscribers to prepare for rises in new subscribers in Y2Q1.

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. 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 planned percent complete is different from the target provided in your baseline plan (100 words or less).

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	45	n/a
2.b.	Equipment Purchases	97	n/a
2.c.	Awareness Campaigns	30	n/a
2.d.	Outreach Activities	30	n/a
2.e.	Training Programs	32	n/a
2.f.	Other (please specify):	0	n/a

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 (150 words or less).
 We are optimistic that our ongoing discussions with broadband providers Comcast and Verizon will culminate with their partnering with us at broadband fairs in public libraries and other public places, and with their providing data on subscriptions.

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.

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	\$316,877	\$68,819	\$248,058	\$67,625	\$27,503	\$40,112	\$110,500	\$36,050	\$75,450
b. Fringe Benefits	\$36,813	\$4,252	\$32,561	\$7,503	\$2,613	\$4,890	\$11,696	\$2,500	\$9,196
c. Travel	\$1,050	\$0	\$1,050	\$1,050	\$0	\$1,050	\$1,450	\$0	\$1,450
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$69,300	\$4,400	\$64,900	\$49,222	\$1,864	\$47,358	\$63,000	\$0	\$63,000
f. Contractual	\$332,283	\$118,527	\$213,756	\$18,700	\$18,700	\$0	\$27,500	\$18,700	\$8,800
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$11,050	\$0	\$11,050	\$3,500	\$0	\$3,500	\$4,500	\$0	\$4,500
i. Total Direct Charges (sum of a through h)	\$767,373	\$195,998	\$571,375	\$147,600	\$50,680	\$96,910	\$218,646	\$57,250	\$162,396
j. Indirect Charges	\$211,714	\$0	\$211,714	\$49,429	\$0	\$49,429	\$82,821	\$0	\$82,821
k. TOTALS (sum of i and j)	\$979,087	\$195,998	\$783,089	\$197,029	\$50,680	\$146,339	\$301,467	\$57,250	\$245,217

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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