



## FIRST PERFORMANCE PROGRESS REPORT 2010


<p>1. Recipient Organization (<i>Name and complete address including zip code</i>) Urban Affairs Coalition, 1207 Chestnut Street, Philadelphia, PA 19107</p>	<p>2. Award Identification Number 42-43-B10571</p>
<p>3. Performance Narrative (Q1) <i>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)</i></p> <p><b>Overall:</b> By September 30, 2010 UAC reviewed the CD-450; registered with federalreporting.gov; initiated enrollment in asap.gov; conducted initial prime/sub-recipient meetings; developed a high level summary of deliverables and began a budget and legal analysis of the award.</p> <p><b>Awareness:</b> No milestones accomplished</p> <p><b>Access:</b> No milestones accomplished</p> <p><b>Training:</b> No milestones accomplished</p> <p><b>Equipment:</b> No milestones accomplished</p> <p>UAC spent no federal funds as of September 30, 2010.</p>	
<p>4. Performance Projections (Q2) <i>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)</i></p> <p><b>During the period October 1, 2010 thru December 30, 2010, UAC will accomplish the following:</b></p> <p><b>Overall:</b> Execute contracts with all sub-recipients, formalize sub-recipient budgets; recruit and hire a project director, senior accountant and administrative assistant; develop comprehensive implementation plans with each sub-recipient. Develop individual and community needs assessments. Establish guidelines and reporting processes for each site and begin to develop a data collection plan.</p> <p><b>Awareness:</b> Begin the development of a marketing plan that will include and social marketing strategy as well as materials to promote project trainings, programs and activities.</p> <p><b>Access:</b> Design and implement community needs assessment and begin portal development. Begin recruitment and training for laptop program participants.</p>	

**Training:** Develop standardized training curricula; All sub-recipients will complete new staff hires and train all project staff on the curriculum. All training sites will begin participant recruitment.

**Equipment:** Develop master procurement list and RFPs for purchases.

UAC projects that it will expend approximately \$1,770,602.25 of federal funds during the period October 1, 2010 – December 30, 2010.

**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  Trino Boix, Esq. Director of Operations	5c. Telephone ( <i>area code, number and extension</i> ) 215-851-1790
5b. Signature of Authorized Certifying Official 	5d. Email Address tboix@uac.org  5e. Date Report Submitted ( <i>Month, Day, Year</i> ) 10/28/2010

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