AWARD NUMBER: 04-41-B10521

DATE: 07/18/2013				EXPIRATION DATE: 6/30/2015
QUARTERLY PERFORMANCE P	ROGRE	SS REPORT	FOR PUBLIC COM	PUTER CENTERS
General Information				
1. Federal Agency and Organizational Element to Which Report is Submitted	2. Award	d Identification N	lumber	3. DUNS Number
Department of Commerce, National Telecommunications and Information Administration	04-41-E	310521		829811475
4. Recipient Organization	1			
The Office of the Governor, Arizona Office of Econor	nic Recov	very 1700 W W	ashington Street, Pho	penix, AZ 85007-2812
5. Current Reporting Period End Date (MM/DD/YYYY)		6. Is this the la	st Report of the Award	Period?
06-30-2013			⊖ Yes ● No	
7. Certification: I certify to the best of my knowledge an purposes set forth in the award documents.	d belief th	at this report is	correct and complete	for performance of activities for the
7a. Typed or Printed Name and Title of Certifying Officia	al		7c. Telephone (area c	ode, number and extension)
Luis Marquez				
			7d. Email Address	
			lmarquez@az.gov	
7b. Signature of Certifying Official			7e. Date Report Submitted (MM/DD/YYYY):	
Submitted Electronically			07-18-2013	
1				

RECIPIENT NAME: The Office of the Governor, Arizona Office of Economic Recovery

AWARD NUMBER: 04-41-B10521

DATE: 07/18/2013

Project Indicators (This Quarter)

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

Participating local libraries continued to operate as expected, providing training and services to multiple patrons in their communities. The Learning Express application usage continued as planned. At the beginning of this period, we continued to distribute signs, as well as other marketing and outreach materials in order to continue to establish this program's presence in the communities served and assist them with sustainability efforts in the future. Each participating library site recommended the most effective marketing and outreach approach for their communities. The program generates positive publicity in local newspapers, Internet, and public service on television announcements for Job Help Hub (JHH) sites. Additional meetings have been conducted throughout Arizona to discuss sustainability issues after the project concludes.

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 your reasons for any variance from the baseline plan or any other relevant information)
2.a.	Overall Project	98	As instructors continued to offer their services, additional progress was achieved.
2.b.	Equipment / Supply Purchases	-	Progress reported in Question 4 below
2.c.	Public Computer Centers Established	-	Progress reported in Question 4 below
2.d.	Public Computer Centers Improved	-	Progress reported in Question 4 below
2.e.	New Workstations Installed	-	Progress reported in Question 4 below
2.f.	Existing Workstations Upgraded	-	Progress reported in Question 4 below
2.g.	Outreach Activities	-	Progress reported in Question 4 below
2.h.	Training Programs	-	Progress reported in Question 4 below
2.i.	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).

The project has progressed as planned after resources were reallocated and additional sites or expanded sites were integrated. This was necessary in order to achieve the objectives of the project after a slow start due to unforeseen challenges in hiring instructors and implementing the necessary hardware and software for its success.

4. Please provide actual total numbers to date or typical averages for the following key indicators, as specified in the question. Write "0" in the Total column and "N/A" in the Narrative column if your project does not include this activity. Unless otherwise indicated below, figures should be reported <u>cumulatively</u> from award inception to the end of the most recent reporting quarter. Please provide a narrative explanation if the total is different from the target provided in your baseline plan (300 words or less).

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
4 2	New workstations installed and available to the public	543	Cumulative. Additional sites and expanded sites were necessary to reallocate resources from sites that, for a variety of reasons, were not able to begin offering services as originally scheduled due to unforeseen circumstances.
	Average users per week (NOT cumulative)	1,363	This is the statewide average number of users per week.
4.c.	Number of PCCs with upgraded broadband connectivity	0	N/A
4.d.	Number of PCCs with new broadband wireless connectivity	0	N/A

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
4.e. e	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	2,127	The figure reported is the total of the average hours per week all locations provided BTOP services because the number of hours existing PCCs operate are a function of other factors besides BTOP funds.

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
ROUND VALLEY PUBLIC LIBRARY - One-on-One Training (actual average program length is 2.12 hours)	2	61	129
APACHE JUNCTION PUBLIC LIBRARY - One-on-One Training (actual average program length is 1.2 hours)	1	152	183
AVONDALE CIVIC CENTER LIBRARY - One-on-One Training (actual average program length is 1.6 hours)	2	7	11
CHANDLER PUBLIC LIBRARY - One-on-One Training (actual average program length is 0.5 hours)	1	530	237
CITY OF MESA MAIN LIBRARY - One-on-One Training (actual average program length is 1.42 hours)	1	125	177
DOUGLAS PUBLIC LIBRARY - One-on-One Training (actual average program length is 2.17 hours)	2	42	91
ELOY - SANTA CRUZ LIBRARY - One-on-One Training	1	207	207
CITY OF FLAGSTAFF - COCONINO COUNTY PUBLIC LIBRARY - One-on-One Training (actual average program length is 1.96 hours)	2	31	61
HOLBROOK PUBLIC LIBRARY - One-on-One Training (actual average program length is 1.4 hours)	1	151	211
GLENDALE MAIN LIBRARY - One-on-One Training (actual average program length is 0.61 hours)	1	149	91
NORTH VALLEY REGIONAL LIBRARY - One-on-One Training (actual average program length is 0.53 hours)	1	135	72
QUEEN CREEK BRANCH LIBRARY - One-on-One Training	1	22	22

MIAMI MEMORIAL LIBRARY - One-on-One Training (actual average program length is 1.44 hours)	1	39	56
BULLHEAD CITY BRANCH LIBRARY - One-on-One Training (actual average program length is 0.55 hours)	1	370	202
NOGALES - ROCHLIN PUBLIC LIBRARY - One-on-One Training (actual average program length is 7.56 hours)	8	9	68
PARKER PUBLIC LIBRARY - One-on-One Training (actual average program length is 1.94 hours)	2	149	289
ACACIA LIBRARY - One-on- One Training (actual average program length is 0.88 hours)	1	190	167
OCOTILLO LIBRARY - One-on- One Training (actual average program length is 0.33 hours)	1	489	162
PALO VERDE LIBRARY - One- on-One Training (actual average program length is 1.79 hours)	2	76	136
GEASA-MARANA BRANCH LIBRARY - One-on-One Training (actual average program length is 0.23 hours)	1	276	64
JOEL D VALDEZ MAIN LIBRARY - One-on-One Training (actual average program length is 0.37 hours)	1	189	69
MILLER-GOLF LINKS BRANCH LIBRARY - One-on- One Training (actual average program length is 2.76 hours)	3	22	61
PRESCOTT PUBLIC LIBRARY - One-on-One Training (actual average program length is 0.65 hours)	1	93	61
SCOTTSDALE CIVIC CENTER LIBRARY - One-on-One Training (actual average program length 1.67 hours)	2	3	5
YUMA COUNTY LIBRARY DISTRICT - One-on-One Training (actual average program length is 2.61 hours)	3	80	209
CITY OF FLAGSTAFF - COCONINO COUNTY PUBLIC LIBRARY - Other; One-on-One Training (actual average program length is 1.38 hours)	1	38	52
MILLER-GOLF LINKS BRANCH LIBRARY - Other; One-on-One Training (actual	2	29	70

average program length is 2.41 hours)			
PRESCOTT PUBLIC LIBRARY - Other; One-on-One Training (actual average program length is 1.5 hours)	2	4	6
CITY OF SAFFORD - GRAHAM COUNTY LIBRARY - Other; One-on-One Training (actual average program length is 1.29 hours)	1	77	99
YUMA COUNTY LIBRARY DISTRICT - Other; One-on-One Training (actual average program length is 2.38 hours)	2	25	59
SCOTTSDALE CIVIC CENTER LIBRARY - Other; One-on-One Training (actual average program length is 0.14 hours)	1	48	7
ROUND VALLEY PUBLIC LIBRARY - Multimedia (actual average program length is 1.55 hours)	2	10	16
APACHE JUNCTION PUBLIC LIBRARY - Multimedia (actual average program length is 0.22 hours)	1	54	12
AVONDALE CIVIC CENTER LIBRARY - Multimedia	2	2	4
QUEEN CREEK BRANCH LIBRARY - Multimedia	1	14	14
JOEL D VALDEZ MAIN LIBRARY - Multimedia (actual average program length is 2.25 hours)	2	42	95
ROUND VALLEY PUBLIC LIBRARY - Office Skills/ Software (actual average program length is 1.37 hours)	1	75	103
APACHE JUNCTION PUBLIC LIBRARY - Office Skills/ Software (actual average program length is 0.54 hours)	1	42	23
AVONDALE CIVIC CENTER LIBRARY - Office Skills/ Software	2	7	14
DOUGLAS PUBLIC LIBRARY - Office Skills/Software (actual average program length is 1.57 hours)	2	3	5
NOGALES - ROCHLIN PUBLIC LIBRARY - Office Skills/ Software	2	3	6
ACACIA LIBRARY - Office Skills/Software (actual average program length is 0.55 hours)	1	60	33

DOUGLAS PUBLIC LIBRARY - ESL	2	23	46
NOGALES - ROCHLIN PUBLIC LIBRARY - ESL	1	2	2
PALO VERDE LIBRARY - ESL	1	1	1
JOEL D VALDEZ MAIN LIBRARY - ESL	2	20	40
DOUGLAS PUBLIC LIBRARY - GED (actual average program length is 2.13 hours)	2	23	49
NORTH VALLEY REGIONAL LIBRARY - GED	3	2	6
JOEL D VALDEZ MAIN LIBRARY - GED	1	2	2
ROUND VALLEY PUBLIC LIBRARY - College Prep Training (actual average program length is 2.61 hours)	3	6	16
DOUGLAS PUBLIC LIBRARY - College Prep Training	2	3	6
JOEL D VALDEZ MAIN LIBRARY - College Prep Training	1	3	3
YUMA COUNTY LIBRARY DISTRICT - College Prep Training	2	8	16
ROUND VALLEY PUBLIC LIBRARY - Basic Internet & Computer Use (actual average program length is 1.89 hours)	2	29	55
APACHE JUNCTION PUBLIC LIBRARY - Basic Internet & Computer Use (actual average program length is 0.55 hours)	1	27	15
AVONDALE CIVIC CENTER LIBRARY - Basic Internet & Computer Use (actual average program length is 1.62 hours)	2	75	121
CITY OF MESA MAIN LIBRARY - Basic Internet & Computer Use (actual average program length is 1.5 hours)	2	60	90
DOUGLAS PUBLIC LIBRARY - Basic Internet & Computer Use (actual average program length is 1.83 hours)	2	4	7
CITY OF FLAGSTAFF - COCONINO COUNTY PUBLIC LIBRARY - Basic Internet & Computer Use (actual average program length is 1.22 hours)	1	39	47
GLENDALE MAIN LIBRARY - Basic Internet & Computer Use	2	6	12

NORTH VALLEY REGIONAL LIBRARY - Basic Internet & Computer Use (actual average program length is 0.67 hours)	1	42	28
QUEEN CREEK BRANCH LIBRARY - Basic Internet & Computer Use (actual average program length is 1.11 hours)	1	9	10
NOGALES - ROCHLIN PUBLIC LIBRARY - Basic Internet & Computer Use (actual average program length is 0.43 hours)	1	127	55
ACACIA LIBRARY - Basic Internet & Computer Use (actual average program length is 0.38 hours)	1	65	25
OOTILLO LIBRARY - Basic Internet & Computer Use (actual average program length is 3.7 hours)	4	54	199
PALO VERDE LIBRARY - Basic Internet & Computer Use (actual average program length is 2.09 hours)	2	68	142
JOEL D VALDEZ MAIN LIBRARY - Basic Internet & Computer Use	2	4	8
PRESCOTT PUBLIC LIBRARY - Basic Internet & Computer Use (actual average program length is 1.13 hours)	1	4	5
CITY OF SAFFORD - GRAHAM COUNTY LIBRARY - Basic Internet & Computer Use (actual average program length is 1.43 hours)	1	8	11
SCOTTSDALE CIVIC CENTER LIBRARY - Basic Internet & Computer Use (actual average program length is 1.27 hours)	1	17	22
PARKER PUBLIC LIBRARY - Basic Internet & Computer Use	2	1	2
ROUND VALLEY PUBLIC LIBRARY - Certified Training Programs	2	1	2
ROUND VALLEY PUBLIC LIBRARY - Career & Self Assessment	2	1	2
AVONDALE CIVIC CENTER LIBRARY - Career & Self Assessment (actual average program length is 1.58 hours)	2	4	6
GLENDALE MAIN LIBRARY -	1	7	7

1	45	22
1	52	27
2	9	14
2	10	15
3	22	66
1	22	30
2	6	9
1	1	1
1	1	1
1	6	6
2	9	14
4	34	136
1	27	33
3	6	17
2	4	8
3	10	30
	1 2 2 3 1 1 2 1 1 1 1 1 1 2 4 1 1 1 2 4 1 1 1 2 1 1 2 1 1 1 2 1 1 1 1	1 52 2 9 2 10 3 22 1 22 2 6 1 1 1 1 2 9 1 1 1 1 1 1 1 1 1 1 1 2 3 6 2 4 3 6 2 4

GLENDALE MAIN LIBRARY - Interviewing (actual average program length is 3.75 hours)	4	4	15
BULLHEAD CITY BRANCH LIBRARY - Interviewing	2	4	8
ACACIA LIBRARY - Interviewing	2	10	20
OCOTILLO LIBRARY - Interviewing (actual average program length is 2.7 hours)	3	38	104
CITY OF SAFFORD - GRAHAM COUNTY LIBRARY - Interviewing	4	5	20
SCOTTSDALE CIVIC CENTER LIBRARY - Interviewing (actual average program length is 3.5 hours)	4	39	137
ROUND VALLEY PUBLIC LIBRARY - Resumes & Cover Letters (actual average program length is 2.17 hours)	2	4	9
AVONDALE CIVIC CENTER LIBRARY - Resumes & Cover Letters (actual average program length is 1.33 hours)	1	26	34
CHANDLER PUBLIC LIBRARY - Resumes & Cover Letters (actual average program length is 0.45 hours)	1	530	237
CITY OF MESA MAIN LIBRARY - Resumes & Cover Letters (actual average program length is 1.5 hours)	2	18	27
DOUGLAS PUBLIC LIBRARY - Resumes & Cover Letters	2	8	16
CITY OF FLAGSTAFF - COCONINO COUNTY PUBLIC LIBRARY - Resumes & Cover Letters (actual average program length is 1.64 hours)	2	13	21
GLENDALE MAIN LIBRARY - Resumes & Cover Letters (actual average program length is 3.25 hours)	3	14	47
NORTH VALLEY REGIONAL LIBRARY - Resumes & Cover Letters (actual average program length is 0.79 hours)	1	38	30
QUEEN CREEK BRANCH LIBRARY - Resumes & Cover Letters	1	7	7
NOGALES - ROCHLIN PUBLIC LIBRARY - Resumes & Cover Letters	2	2	4

ACACIA LIBRARY - Resumes & Cover Letters (actual average program length is 0.84 hours)	1	70	59
OCOTILLO LIBRARY - Resumes & Cover Letters (actual average program length is 0.26 hours)	1	101	26
PALO VERDE LIBRARY - Resumes & Cover Letters (actual average program length is 2.1 hours)	2	7	15
JOEL D VALDEZ MAIN LIBRARY - Resumes & Cover Letters	3	10	30
MILLER-GOLF LINKS BRANCH LIBRARY - Resumes & Cover Letters	2	3	6
PRESCOTT PUBLIC LIBRARY - Resumes & Cover Letters	2	10	20
CITY OF SAFFORD - GRAHAM COUNTY LIBRARY - Resumes & Cover Letters (actual average program length is 1.83 hours)	2	11	20
SCOTTSDALE CIVIC CENTER LIBRARY - Resumes & Cover Letters (actual average progarm length is 0.88 hours)	1	87	77
SOMERTON BRANCH LIBRARY - Resumes & Cover Letters	1	35	35
NORTH VALLEY REGIONAL LIBRARY - Other; On-Line Job Search Skills (actual average program length is 0.77 hours)	1	47	36
OCOTILLO LIBRARY - Other; On-Line Job Search Skills	3	27	81
AVONDALE CIVIC CENTER LIBRARY - Other; On-Line Job Search Skills	1	12	12
DOUGLAS PUBLIC LIBRARY - Other; On-Line Job Search Skills	2	14	28
PALO VERDE LIBRARY - Other; On-Line Job Search Skills (actual average program length is 1.42 hours)	1	4	6
AVONDALE CIVIC CENTER LIBRARY - Other; On-Line Job Application Skills (actual average program length is 1.56 hours)	2	16	25
DOUGLAS PUBLIC LIBRARY - Other; On-Line Job Application Skills	2	19	38
NOGALES - ROCHLIN PUBLIC LIBRARY - Other; On-Line Job Application Skills	2	34	68

2	12	22
1	9	5
2	9	14
4	6	24
2	1	2
42	4	169
16	34	544
1	470	269
1	174	180
1	91	103
2	190	304
3	11	28
1	1,155	1,386
1	276	359
	1 2 4 2 42 16 1 1 1 1 2 3 1	1 9 2 9 4 6 2 1 42 4 16 34 1 470 1 174 1 91 2 190 3 11 1 1,155

RECIPIENT NAME: The Office of the Governor, Arizona Office of Economic Recovery

LEARNING EXPRESS - Cover Letters		1	38	38	
LEARNING EXPRESS - Computer Skills (actual average program length is 0.75 hours)		1	95	71	
	Add Training Program		Remove Training Pr	rogram	

RECIPIENT NAME: The Office of the Governor, Arizona Office of Economic Recovery

AWARD NUMBER: 04-41-B10521 DATE: 07/18/2013

Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (600 words or less). Since this project is ending, services to patrons will continue to wrap-up and activities will shift from program services to project ending and sustainability efforts.

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. 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	Planned Percent Complete	Narrative (describe reasons for any variance from baseline plan or any relevant information)
2.a.	Overall Project	100	Due to unforeseen delays, project implementation took longer than anticipated; therefore, resources were reallocated to training services and expanded sites. Hence funding allocation by budget category has changed.
2.b.	Equipment / Supply Purchases	-	Milestone Data Not Required
2.c.	Public Computer Centers Established	-	Milestone Data Not Required
2.d.	Public Computer Centers Improved	-	Milestone Data Not Required
2.e.	New Workstations Installed	-	Milestone Data Not Required
2.f.	Existing Workstations Upgraded	-	Milestone Data Not Required
2.g.	Outreach Activities	-	Milestone Data Not Required
2.h.	Training Programs	-	Milestone Data Not Required
2.i.	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).

OER does not anticipate any challenges or issues preventing the continued implementation an eventual conclusion of the project.

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	\$99,140	\$19,624	\$79,516	\$106,737	\$20,093	\$86,644	\$146,391	\$20,093	\$126,298
b. Fringe Benefits	\$30,348	\$5,234	\$25,114	\$35,416	\$6,477	\$28,939	\$48,244	\$6,477	\$41,767
c. Travel	\$33,575	\$10,073	\$23,502	\$25,848	\$7,203	\$18,645	\$25,848	\$7,203	\$18,645
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$734,461	\$220,338	\$514,123	\$850,877	\$260,723	\$590,154	\$850,877	\$260,723	\$590,154
f. Contractual	\$1,358,537	\$425,061	\$933,476	\$1,165,100	\$381,037	\$784,063	\$1,165,100	\$381,037	\$784,063
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$85,000	\$25,500	\$59,500	\$100,401	\$30,297	\$70,104	\$104,601	\$30,297	\$74,304
i. Total Direct Charges (sum of a through h)	\$2,341,061	\$705,830	\$1,635,231	\$2,284,379	\$705,830	\$1,578,549	\$2,341,061	\$705,830	\$1,635,231
j. Indirect Charges	\$11,705	\$0	\$11,705	\$11,705	\$0	\$11,705	\$11,705	\$0	\$11,705
k. TOTALS (sum of i and j)	\$2,352,766	\$705,830	\$1,646,936	\$2,296,084	\$705,830	\$1,590,254	\$2,352,766	\$705,830	\$1,646,936

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