

RECIPIENT NAME: Youth Policy Institute, Inc.

AWARD NUMBER: 06-42-B10579

DATE: 08/17/2012

OMB CONTROL NUMBER: 0660-0037
EXPIRATION DATE: 12/31/2013

QUARTERLY PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS

General Information		
1. Federal Agency and Organizational Element to Which Report is Submitted Department of Commerce, National Telecommunications and Information Administration	2. Award Identification Number 06-42-B10579	3. DUNS Number 022319342
4. Recipient Organization Youth Policy Institute, Inc. 634 S Spring St STE 818, Los Angeles, CA 90014		
5. Current Reporting Period End Date (MM/DD/YYYY) 06-30-2012	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 Dixon Slingerland Executive Director	7c. Telephone (area code, number and extension) (213) 688-2802	7d. Email Address dslingerland@ypiusa.org
7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 08-17-2012	

Project Indicators (This Quarter)

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

During Q2-2012, the Youth Policy Institute collaborated to install and open eight (8) new Public Computer Centers across Los Angeles. The newly established labs range in size from thirteen to twenty-five (13-25) workstations. Labs were opened in schools, youth centers, community based organizations, faith based organizations, and one Youth Policy Institute (YPI) site. New lab sites include: John Adams Middle School, Roosevelt High School, Hollywood Family Source Center, City of Bell Technology Center, Soledad Enrichment Action- Manchester, Freewill Community Development Corporation, Monroe High School, and Fuerza Matrimonial. A total of 151 new workstations were deployed across the eight (8) new computer centers. Each site was given the option of either Dell, or iMac systems.

In celebration of recent lab installations, grand opening events were held at Alta Med, Garvanza Elementary School, and the Hollywood PCC. YPI staff worked with staff at each site to plan the events and to rally support from the media and from local elected officials.

This quarter, course offerings for all ages and skill levels continued to grow in number and vary in theme, largely in part to a shift in our content creation model. Previously, YPI's curriculum was created and managed solely by the Content Development and Training Manager. Under the new model, all Broadband Technology Opportunities Program (BTOP) staff have a role and a responsibility toward the creation and management of course curriculum. This has led to an increase in the number of new courses being offered and the variation of course topics.

As relates to course content, YPI follows the philosophy that technology can be used as a tool to facilitate and enhance different types of learning. With that in mind, course offerings have expanded to include more interest based topics, meant to enhance digital skills and help students explore individual interests through technology. New course offerings include: Fun with Fashion, a web-based fashion design class for elementary and middle school students (<http://www.looklet.com>); Picture Perfect, a photography class for middle school students that requires the use of camera phones and open-source photo editing software (<http://ypiphotoediting.weebly.com>); and Digital Empowerment, a series of courses for adults that focus on internet use. Topics include: effective internet searches, bringing the internet home, online learning and do-it-yourself platforms, and making safe online purchases. These and several other new courses will be piloted during the next quarter.

Other activities that took place during this quarter include: (a) logistical meetings with sites to plan installation and programming, (b) collaborating with other Broadband Technology Opportunities Program recipients and community partners to identify and integrate best practices, (c) facilitation of professional development sessions to integrate best practices and present new curriculum, and (d) ongoing technical maintenance of Public Computer Centers to ensure that all BTOP equipment is in top condition.

YPI looks forward to completing all computer lab installations and introducing additional course content during the next quarter.

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	83	In the original baseline report, YPI projected to be 77% complete with the overall project by the end of Q2-2012.
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).

This quarter, challenges faced were mostly in the form of barriers to the completion of computer lab installations. In the original baseline report, YPI projected that all 80 computer labs would be installed by the end of Q2-2012. Although YPI was unable to complete all computer lab installations, 68 of 80 labs were installed, making up 85 percent of the overall goal. The following

paragraphs describe the contributing factors.

Due to budget cuts, facility relocations, and staffing changes, several sites that were in line to receive a computer lab could no longer sustain it and were therefore forced to refuse it. As a result, YPI's BTOP program director began to reengage with sites that had previously been placed on the waiting list. Wait list sites were reevaluated and new sites were selected. As of the end of the quarter, all slots are again filled.

Another challenge was based in the ongoing equipment purchasing and delivery coordination efforts. The major challenge revolved around the issue of timing. It has been a continuing challenge to coordinate purchasing and deliveries to ensure all necessary elements come together at the right time.

YPI is confident that all computer lab installations will be completed by the end of the following quarter.

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 cumulatively 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.a.	New workstations installed and available to the public	1,448	YPI has installed 1,448 new workstations since the inception of the project. In the original baseline report, YPI had projected to install 1,556 workstations by the end of Q2-2012.
4.b.	Average users per week (NOT cumulative)	19,539	During this quarter, YPI's PCC's served an average of 19,539 users per week between its drop-in hours and scheduled classes throughout the 68 Public Computer Centers currently operating.
4.c.	Number of PCCs with upgraded broadband connectivity	36	Since grant inception, 36 sites have received upgraded broadband connectivity. The remaining sites utilized an existing wired internet connection that met the needs of the computer center.
4.d.	Number of PCCs with new broadband wireless connectivity	24	Since grant inception, 24 sites have received new broadband wireless connectivity.
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	2,742	YPI PCC's were open and available to the public for 2,742 additional hours per week during the quarter as a result of 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
Accelerated Reader (FNMS)	1	90	90
Accelerated Reader (Santee HS)	2	65	130
Advisory	1	1,196	1,196
ALEKS	1	1,846	1,846
APEX (NHHS)	1	473	473
APEX (Roosevelt HS)	2	980	1,960
Art (Maclay MS)	1	59	59
Art (LAAAE)	2	54	108
CAHSEE Prep	1	189	189
College Prep (FNMS)	1	349	349
College Prep (CRA #7)	2	50	100
Communications (BCCS)	1	4,596	4,596

Communications (MORCS)	2	30	60
Computer Basics (MCLC)	1	412	412
Computer Basics (FNMS)	2	264	528
Computer Literacy (Hollywood PCC)	1	123	123
Computer Literacy (LAAAE)	2	77	154
Computer Literacy (Homeboy)	3	11	33
Computer Programming	2	25	50
Computer Science (FNMS)	1	4,162	4,162
Computer Science (Hollywood HS)	3	17	51
Credit Recovery (LA International)	1	1,625	1,625
Credit Recovery (Sylmar HS)	2	4	8
Credit Recovery (New Village)	3	34	102
Dance (LAAAE)	1	24	24
Dance (LAAAE)	2	15	30
Dance (LAAAE)	3	24	72
Dance (LAAAE)	6	24	144
Dance (LAAAE)	7	48	336
Digital Citizen	1	1,235	1,235
Digital Imaging (MCLC)	1	2,689	2,689
Digital Imaging (Hollywood HS)	2	23	46
DimU	1	326	326
Drama	2	57	114
Economics	2	225	450
ELA (SFiam)	1	3,502	3,502
ELA (LAAAE)	2	538	1,076
ELA (CRA #7)	3	49	147
English (LAAAE)	1	707	707
English (V.I.S.A.)	2	405	810
Escalera	1	975	975

ESL (Maclay MS)	1	575	575
ESL (Casa Esperanza)	2	30	60
French	1	45	45
Google Maps	2	45	90
Google SketchUp	2	5	10
Government (LAAAE)	1	15	15
Government (Roosevelt HS)	2	41	82
Graphic Design (Grant HS)	1	7,534	7,534
Graphic Design (Grant HS)	2	384	384
History (CRA #7)	1	277	277
History (LAAAE)	2	178	356
Humanities	1	14	14
Independent Study (Roybal HS)	1	93	93
Independent Study (FNMS)	2	181	362
Independent Study (CNH)	3	25	75
Independent Study (NVCS)	5	85	425
Independent Study (NVCS)	6	100	600
Internet Publishing and New Media	1	1,893	1,893
Internet Research (MCLC)	1	1,584	1,584
Internet Research (FNMS)	2	141	282
Internet Research (YPI Pacoima)	4	3	12
Internet Research (Pacoima Charter)	6	7	42
Introduction to Microsoft Excel (Homeboy)	1	5	5
Introduction to Microsoft Excel (FNMS)	2	31	62
Introduction to Microsoft Excel (TWC)	3	22	66
Introduction to Microsoft Word (LAAAE)	1	256	256
Introduction to Microsoft Word (TWC)	2	205	410
Introduction to PowerPoint (Maclay MS)	1	512	512

Introduction to PowerPoint (TWC)	2	213	426
Introduction to the Internet	2	416	832
Introduction to the MAC (LALA)	1	676	676
Introduction to the MAC (FNMS)	2	435	435
Introduction to the PC (Hollywood PCC)	1	24	24
Introduction to the PC (FNMS)	2	557	1,114
Introduction to the PC (Hollywood FSC)	3	28	84
Introduction to Typing (YPI Pacoima)	1	25	25
Introduction to Typing (Legacy LA)	2	35	70
Journalism	2	33	66
LACER Afterschool	3	843	2,529
Leadership (BCCS)	1	1,000	1,000
Leadership (Casa Esperanza)	2	265	530
Life Skills	1	348	348
Math (CRA #7)	1	3,281	3,281
Math (FNMS)	2	1,564	3,128
Measuringuplive	1	48	48
Movie Production	2	13	26
Office Skills	2	24	48
Open Computer Lab (MCLC)	1	326	326
Open Computer Lab (FNMS)	2	195	390
Passport	1	59	59
RAZ Kids (ICEF Vista)	1	717	717
RAZ Kids (ICEF Vista)	2	42	84
Reading Fast For Word	2	432	864
Recreation (Pacoima Charter)	1	72	72
Recreation (Pacoima Charter)	2	20	40
Recreation (Pacoima Charter)	3	24	72
Science (VNHS)	1	899	899

Science (CRA #7)	2	282	564
SFA	1	897	897
Social Studies	1	114	114
Spanish (MCLC)	1	119	119
Spanish (LAAAE)	2	115	230
Special Education (MCLC)	1	28	28
Special Education (TWC)	2	40	80
ST Math	1	3,735	3,735
Starfall	1	99	99
Statistics (Sylmar HS)	1	80	80
Statistics (Sylmar HS)	2	120	240
SuccessMaker (Accelerated Charter)	1	1,745	1,745
SuccessMaker (Pacoima Charter)	2	606	1,212
Teacher Training (TWC)	2	12	24
Teacher Training (Sylmar HS)	8	45	360
Testing (SFiam)	1	412	412
Testing (Sylmar MS)	2	215	430
Testing (Roybal HS)	4	25	100
Testing (Maclay MS)	5	90	450
Ticket to Read	1	509	509
Tutoring (Pacoima Charter)	1	527	527
Tutoring (VNHS)	2	931	1,862
Tutoring (V.I.S.A.)	5	13	65
Workshop (LAAAE)	1	258	258
Workshop (Legacy LA)	2	73	146
Workshop (Pacoima Charter)	6	9	54
Yearbook (Pacoima Charter)	1	91	91
Yearbook (LAAAE)	2	321	642

Add Training Program

Remove Training Program

Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (600 words or less).
 During Q3-2012, the Youth Policy Institute (YPI) expects to complete tasks related to the installation of all remaining computer labs. Such tasks include: logistical planning for all new sites, installation of internet service (where needed), and completion of physical installation at all remaining sites.
 In addition, YPI will pilot all newly created classes and workshops, and will continue to identify community interests and generate new course content. To ensure a smooth deployment, YPI will provide curriculum training and conduct beta testing for each new course before it is introduced to the community.
 YPI also expects to increase program visibility by continuing to engage in community outreach efforts including: hosting grand opening events, participating in community resource fairs, reaching out to anchor institutions, and conducting door to door outreach. Over the past year, YPI Public Computer Centers have become more ingrained in the communities served. YPI looks forward to continuing in our efforts to close the digital divide in Los Angeles.

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	93	In the original baseline report, YPI projected to be 82% complete with the overall project by the end of Q3-2012.
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).

Some of the challenges that can delay project progress next quarter are as follows: (a) establishing broadband connections for new sites; (b) creating program implementation plans for new sites; and (c) securing commitments with new sites. Any complications in the planning process with each site can delay YPI's installation of computer lab(s). Staying on schedule requires YPI staff to be cognizant of the implementation plan and to remain in constant and clear communication with each site regarding all installation logistics and protocols.

YPI has completed all major equipment purchases for this project and is ready to move forward with computer lab installations as soon as all logistical aspects are in line. The agency has established excellent relationships with stakeholders and expects to work through the final stage of the installation process by using clear communication with project partners.

In addition, as many schools have closed for summer break, YPI staff will realign their focus to fully support programming at sites that will remain open through the summer.

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	\$3,402,222	\$1,140,491	\$2,261,731	\$1,750,309	\$533,140	\$1,217,169	\$2,044,309	\$608,140	\$1,436,169
b. Fringe Benefits	\$649,484	\$217,719	\$431,765	\$402,206	\$107,478	\$294,728	\$480,591	\$139,872	\$340,718
c. Travel	\$41,616	\$0	\$41,616	\$4,289	\$0	\$4,289	\$4,289	\$0	\$4,289
d. Equipment	\$2,506,819	\$0	\$2,506,819	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$61,556	\$8,772	\$52,784	\$2,590,949	\$142,000	\$2,448,949	\$2,755,949	\$182,000	\$2,573,949
f. Contractual	\$116,250	\$6,750	\$109,500	\$156,908	\$0	\$156,908	\$181,908		\$181,908
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$187,504	\$19,358	\$168,146	\$888,003	\$362,000	\$526,003	\$993,003	\$377,000	\$616,003
i. Total Direct Charges (sum of a through h)	\$6,965,451	\$1,393,090	\$5,572,361	\$5,792,664	\$1,144,618	\$4,648,046	\$6,460,049	\$1,307,012	\$5,153,036
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$6,965,451	\$1,393,090	\$5,572,361	\$5,792,664	\$1,144,618	\$4,648,046	\$6,460,049	\$1,307,012	\$5,153,036

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
---	--------------------------------