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	2. Award Identification Number	3. DUNS Number
Department of Commerce, National Telecommunications and Information Administration	31-42-B10530	878045806

4. Recipient Organization

NEBRASKA, STATE OF 1445 K ST, LINCOLN, NE 685082731

5. Current Reporting Period End Date (MM/DD/YYYY)	6. Is this the last Report of the Award Period?
09-30-2011	◯ Yes ⦿ 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	7c. Telephone (area code, number and extension)
Angela G Gonzalez	402-471-4006
	7d. Email Address
Grant Compliance Officer	angela.gonzalez@nebraska.gov
7b. Signature of Certifying Official	**7e. Date Report Submitted (MM/DD/YYYY):**
Submitted Electronically	11-23-2011

Project Indicators (This Quarter)

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

Forty-six libraries have upgraded their broadband speed which exceeds our grant goal of 45; the budget will allow us to upgrade additional libraries. The average broadband speed for all 147 libraries has increased from 3.63 in January to 5.61 in September for an average increase of 1.98 MBPS. Of the 46 upgraded, the average speed moved from 1.7 to 7.5 MBPS, an average increase of 5.8 MPBS.

More than $1,282,464 of computer equipment and software has been ordered with 84 libraries (57%) having received full equipment orders which included 637 new computers. Three libraries have reported an increase in open library hours and one library reported the need to hire two new staff members as a direct result of having their new equipment.

To date, we ordered furniture for 102 libraries. Thirty-six libraries requested electrical upgrades and 25 of those upgrades have been completed. We are also working with 47 libraries on quotes for equipment installation, 30 of which have been completed. An additional 33 installations have been completed by BTOP staff.

Our Technology Planning Conference was held August 22-23 with 177 in attendance. This two day workshop was held in 4 locations - Lincoln, Norfolk, North Platte and Scottsbluff. The conference topics included: Sustainability, Advocacy, Using TechAtlas to create your Technology Plan, Filtering – What is it? Should I do it? How to do it?, Myths about CIPA, Basic introduction to E-rate, and Demonstration of ADA software.

Even though it took longer in the beginning to get funds expended, we are now on track with our original expectations.

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	42	This quarter we not only caught up with our milestone but we surpassed our baseline projection of 40% for overall project completion.
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).

At various points in our equipment delivery schedule we had equipment backordered which held up deployment. However, currently nothing is backordered so we are back on track.

In some cases, the new equipment that we are delivering to libraries is not compatible with the older equipment that the libraries currently have. For example, an old model printer may not work with a Windows 7 operating system. While this is presenting challenges in installation, we are working with local IT specialists or ordering additional equipment as necessary.

Depending on what software and operating platforms the libraries are currently using, it is likely that some library staff and patrons will have challenges working with and learning the newer versions of the operating platforms and newer software packages that will be installed on the new equipment.

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.a.	**New workstations installed and available to the public**	261	A total of 637 workstations have been deployed; however, many of them were replacing old workstations. Per the National Telecommunications Information Administration (NTIA) report guidance, we have only included the number of workstations which did not replace old workstations in this total. This compares to a baseline projection of 450; however, the projection counted both new and replacement workstations. Our baseline number for the entire project was 1090 workstations which our grant application outlined as including 614 new and 476 replacement stations. According to NTIA's report guidance definition shared at the July 2011 Drop-in Call Resource, 56% (614/1090 = 56%) of our baseline represents "new" workstations. For this quarter, our baseline projection was for 450 workstations to have been deployed, 41% (450/1090) of the total deployment. This means that 56% of 450 or 252 should have been new workstations. Despite delays at the outset of this project, we have been able to catch up to our original expectations and exceeded our baseline in this quarter.
4.b.	**Average users per week (NOT cumulative)**	32,312	This equals more than 4,500 more users than last quarter and is well over our baseline of 9,323 users.
4.c.	**Number of PCCs with upgraded broadband connectivity**	46	Our project budgeted for 40 DSL upgrades and 5 fiber upgrades. Currently, we are at 44 DSL upgrades and 2 fiber upgrades with plenty of budget to well exceed our project goals in this area.
4.d.	**Number of PCCs with new broadband wireless connectivity**	5	N/A
4.e.	**Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds**	19	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
ADA Software Training	2	20	40
Adult Computer Class	1	1	1
Apollo Online Training	2	3	6
Basic Computer & Email Class (1.5 hours)	2	26	39
Basic Internet Class (1.5 hours)	2	9	13
Beginning Genealogy (1.5 hours)	2	22	33
Beginning Internet Skills	2	5	10
Benchmarks for Technology Services	1	1	1

Book Club	1	10	10
BookAdventure Online Quiz Program	1	95	95
Books in Print	1	4	4
Books in Print Training - Online Session (1.5 hours)	1	1	1
Children's Computer Class	1	2	2
Clean Up Your Computer	1	5	5
Computer Basics	1	47	47
Computer Basics (1.5 hours)	1	10	15
Computer Comfort Class (1.5 hours)	1	14	21
Computer Info	1	1	1
Creative Writing Course	2	12	24
Digital Photos (1.5 hours)	1	3	4
Downloading Ebooks	1	3	3
Ebooks and Overdrive	1	2	2
Ebooks Real Impact on the Book Publishing Market	1	1	1
One-on-one - Transferring files between devices and email	1	1	1
One-on-one - Overdrive	1	1	1
Email Basics	1	18	18
Email Basics (1.5 hours)	1	4	6
Email Function	1	1	1
E-Rate 101: The Basics	1	1	1
eReader Basics (1.5 hours)	1	4	6
Excel Basic (1.5 hours)	1	8	12
Facebook (1.5 hours)	1	4	6
Facebook	1	3	3
Facebook Basics	1	20	20
Facebook Class	1	1	1
Facebook Presentation: How to set up an account (1.5 hours)	1	11	16
Family Search	1	31	31

Fear of Filtering: The Reality of Internet Content Management (1.5 hours)	1	1	1
Finding a Webpage (.5 hours)	1	1	1
Focus on Sustainability and Advocacy	1	1	1
Tech Soup - Windows 7 Webinar	1	1	1
Gadget School - Ebook/audio books	30	2	60
Getting Started with Microsoft Word	1	4	6
One-on-one Online Reporting	1	1	1
One-on-one - Craigslist	1	1	1
Homework Help	2	11	22
How to Email Pictures (.5 hours)	1	1	1
Hunter Safety Course 1	9	37	333
Hunter Safety Course 2	9	35	315
Intermediate Internet	1	13	13
Intermediate Microsoft Office	1	5	5
Intermediate Microsoft Word	1	8	8
Internet Basics (1.5 hours)	1	5	7
Internet Basics	1	16	16
Internet Search Tools (1.5 hours)	1	8	12
Internet/Email Basics (1.5 hours)	1	28	42
Introduction to Computer Class	2	13	26
Introduction to Facebook	2	4	8
Introduction to Computers: Using the Mouse	2	12	24
Introduction to Microsoft Windows	2	11	22
Jaws and Magic Software (1.5 hours)	1	18	27
Kahn Academy	1	8	8
Nebraska Libraries Association Conference - Library Broadband Builds Nebraska Communities Session	1	20	20

Living in the Cloud: How Using Online Services	1	1	1
Microsoft Excel Basics	1	4	4
Microsoft Word Basics	1	13	13
Millenium Cataloging II	7	24	168
Millenium Serials	7	12	84
Millenium Training	6	288	1,728
Millenium Training	16	30	480
Microsoft Publisher Basics (1.5 hours)	1	5	7
Microsoft Word Basics (1.5 hours)	1	14	21
Microsoft Word Basics	1	23	23
Microsoft Word Intermediate (1.5 hours)	1	13	19
One-on-one - Equipment Installation	4	3	12
Nebraska Overdrive	4	7	28
Nebraska Online Legal Self-Help Center	1	62	62
Northeast Nebraska Astronomy Club (1.5 hours)	1	23	34
Office of the Courts	1	52	52
One-on-one - Downloading	1	2	2
One-on-one - Employment Works (.5 hours)	1	2	1
One-on-one - Basic Gaming (.5 hours)	1	1	1
One-on-one - Ebook Help	1	3	3
One-on-one - Finding a Webpage	1	1	1
One-on-one - Help with ADA Software	1	2	2
Online Job Searching (1.5)	1	5	7
NebraskaOverDrive	1	1	1
Pioneer Cataloging	1	5	5
Practicum Student Training	12	1	12
QR Code Webinar	1	59	59
Ready Talk Sessions on OverDrive	2	1	2

Setting up an Email Account (.5 hours)	1	1	1
Staff Microsoft Excel 2010 Training	2	8	16
Staff Microsoft Word 2010 Training	2	8	16
Staff Training (New Equipment Tutorials)	2	5	10
Staff Training (The Computer Companion Book)	1	1	1
Tech Atlas for Libraries	1	1	1
Technology Planning Summer Camp	11	177	1,947
The Power of Word-of-Mouth Marketing Webinar	1	1	1
Tornadoes & Earthquakes & Floods OH MY! Webinar	1	63	63
Staff Training (Computer Programs and Internet Safety)	2	4	8
Voice of the Customer: Designing Library Services	1	1	1
WebJunction: TechAtlas - Updating online computer inventory (.5 hours)	1	2	1
Why Technology Planning?	2	1	2
Word Processing (1.5 hours)	1	3	4
WordPress Tutorials	8	1	8
Working with Photos (1.5 hours)	1	5	7
Yahoo Messenger	1	1	1
Geek the Library	2	10	20

[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).

Over the next quarter we will be nearly complete on furniture procurement, electrical upgrades, and should have equipment delivered to about 85% of our participating libraries. By the end of 2011, since the majority of our libraries will have their new equipment we can focus our attention on marketing, training, equipment trouble shooting and encouraging even more libraries to increase their broadband speed.

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	55	We expect to be on track or ahead of our baseline plan.
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).

No special issues or challenges during the next quarter are anticipated since we are back on track with our goals and are comfortable with our process and progress.

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.

Cost Classification	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		
	Total Cost (plan)	Matching Funds (plan)	Federal Funds (plan)	Total Cost	Matching Funds	Federal Funds	Total Costs	Matching Funds	Federal Funds
a. Personnel	$394,295	$133,802	$260,493	$100,872	$37,265	$63,607	$130,000	$45,800	$84,200
b. Fringe Benefits	$194,205	$65,903	$128,302	$32,242	$10,955	$21,287	$39,322	$13,079	$26,243
c. Travel	$111,380	$32,286	$79,094	$12,652	$4,822	$7,830	$17,538	$6,290	$11,248
d. Equipment	$0	$0	$0	$0	$0	$0	$0	$0	$0
e. Supplies	$2,238,642	$648,921	$1,589,721	$1,282,679	$384,420	$898,259	$1,532,679	$459,804	$1,072,875
f. Contractual	$53,000	$15,363	$37,637	$33,830	$10,149	$23,681	$54,979	$16,494	$38,485
g. Construction	$0	$0	$0	$0	$0	$0	$0	$0	$0
h. Other	$676,667	$355,511	$321,156	$198,048	$187,650	$10,398	$248,048	$202,650	$45,398
i. Total Direct Charges (sum of a through h)	$3,668,189	$1,251,786	$2,416,403	$1,660,323	$635,261	$1,025,062	$2,022,566	$744,117	$1,278,449
j. Indirect Charges	$0	$0	$0	$0	$0	$0	$0	$0	$0
k. TOTALS (sum of i and j)	$3,668,189	$1,251,786	$2,416,403	$1,660,323	$635,261	$1,025,062	$2,022,566	$744,117	$1,278,449

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