

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 34-41-B10520	3. DUNS Number 054531850
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4. Recipient Organization

THOMAS EDISON STATE COLLEGE 101 W State Street, Trenton, NJ 08608-1176

5. Current Reporting Period End Date (MM/DD/YYYY) 12-31-2011	6. Is this the last Report of the Award Period? <input type="radio"/> Yes <input checked="" type="radio"/> No
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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 Natasha Peter	7c. Telephone (area code, number and extension) 609-292-2108 X133
	7d. Email Address npeter@njstatelib.org

7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 02-07-2012
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Project Indicators (This Quarter)

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

- At the 37th Annual JASPER Awards presentation of the Jersey Shore Public Relations & Advertising Association (JSPRAA), the New Jersey State Library's NJWorks@yourlibrary campaign poster series targeting job seekers received the Presidents Choice Award for Best in Show, which is presented to the entry that embodies creativity and a strong branding message
- Launched online Social Media campaign on November 18th; Twitter, Facebook, and LinkedIn groups developed - aptly named NJWorks for jobseeker campaign and NJGrowsBiz for small business resources
- For the month of November, NJWorks@yourlibrary ad ran on toll booths on New Jersey Turnpike and Garden State Parkway
- NJWorks ads run in NewsWorks WHYY online from December 1st to January 15th; reported 136 clicks to NJWorks.org from WHYY ads, which equals to 178,000 impressions
- Broadband connectivity upgrades completed at 86 NJ public libraries
- Conducted additional 200 job-readiness computer skills workshops at NJ public libraries; over 1,500 in attendance
- Over 2,700 market research reports accessed through Frost & Sullivan
- Approximately 1,000 new Job & Career Accelerator registrations accessing from within NJ public libraries or remote access
- Over 2,000 new Career Transitions site visits from within NJ public libraries or through remote access
- Over 500 video downloads on the NJWorks Career Videos series

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	82	Increase in amount of workforce development workshops delivered and shifts in spending from prior quarters
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 not experienced any challenges or issues during this past quarter. The project has been moving along smoothly and has met, and in some cases exceeded, milestones and expectations.

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	973	845 desktops and laptops delivered to 124 public libraries; 128 mobile training laptops continue to be used by community colleges to provide workforce development courses to the public and library staff (currently only being used for training purposes)
4.b.	Average users per week (NOT cumulative)	15,000	More computers purchased than original plan; mobile training laptops are used continuously for training purposes

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
4.c.	Number of PCCs with upgraded broadband connectivity	86	Increase in number of libraries receiving broadband upgrades
4.d.	Number of PCCs with new broadband wireless connectivity	0	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	0	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
Training summary attached	789	1,625	5,567

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).
 - Deliver additional 80 workforce development courses
 - Continue Marketing campaign; increase usage of Social media, redesign campaign websites
 - Launch additional resources: GED Online and Small Business Resource Center

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	88	shifts in spending from prior quarters
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).

As the project progresses and awareness of the project and resources offered increases, we do not anticipate any challenges or issues during the next quarter.

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	\$246,161	\$90,588	\$155,573	\$99,596	\$38,924	\$60,672	\$121,962	\$49,968	\$71,994
b. Fringe Benefits	\$89,538	\$32,792	\$56,746	\$25,416	\$7,879	\$17,537	\$33,316	\$8,463	\$24,853
c. Travel	\$6,000	\$1,200	\$4,800	\$3,496	\$699	\$2,797	\$3,746	\$809	\$2,937
d. Equipment	\$984,149	\$196,830	\$787,319	\$1,043,339	\$208,668	\$834,671	\$1,043,339	\$208,668	\$834,671
e. Supplies	\$1,741,045	\$348,206	\$1,392,839	\$1,601,279	\$320,162	\$1,281,117	\$1,604,809	\$320,868	\$1,283,941
f. Contractual	\$1,826,441	\$636,131	\$1,190,310	\$954,120	\$288,564	\$665,556	\$1,243,532	\$364,312	\$879,220
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$2,310,305	\$1,033,099	\$1,277,206	\$2,169,333	\$1,108,661	\$1,060,672	\$2,212,743	\$1,124,588	\$1,088,155
i. Total Direct Charges (sum of a through h)	\$7,203,639	\$2,338,846	\$4,864,793	\$5,896,579	\$1,973,557	\$3,923,022	\$6,263,447	\$2,077,676	\$4,185,771
j. Indirect Charges	\$300,151	\$60,030	\$240,121	\$300,151	\$60,030	\$240,121	\$300,151	\$60,030	\$240,121
k. TOTALS (sum of i and j)	\$7,503,790	\$2,398,876	\$5,104,914	\$6,196,730	\$2,033,587	\$4,163,143	\$6,563,598	\$2,137,706	\$4,425,892

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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