

RECIPIENT NAME:NEW YORK, CITY OF

AWARD NUMBER: 36-43-B10565

DATE: 02/21/2014

OMB CONTROL NUMBER: 0660-0037

EXPIRATION DATE: 6/30/2015

QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION

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 36-43-B10565	3. DUNS Number 884226288
4. Recipient Organization NEW YORK, CITY OF 75 PARK PL, NEW YORK, NY 10007-2549		
5. Current Reporting Period End Date (MM/DD/YYYY) 12-31-2013	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 Leonie Gordon	7c. Telephone (area code, number and extension)	
	7d. Email Address legordon@doitt.nyc.gov	
7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 02-21-2014	

Project Indicators (This Quarter)

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

During the quarter, the New York City Department of Information Technology and Telecommunications:

- Continued to utilize administrative structures and processes to track programmatic and financial activities as well as provide oversight / support to the NYC Connected Foundations program.
- Worked with the New York City Department of Education (DOE) on the monitoring of grant compliance and review remaining program requirements.
- Obtained approval from DOE Institutional Review Board (IRB) to conduct evaluation surveys in BTOP program schools.
- Applied for a No Cost Extension request through June 30, 2014 to administer school surveys.

During the quarter, the New York City Department of Education (DOE):

- To help continue the offering of DIG/IT courses post BTOP, training was offered to 45 teachers in 20 schools. In addition, a workshop and ongoing email support was provided to participating schools planning to offer DIG/IT and blended learning courses without direct support from the program. The total number of computers distributed to students and families remain unchanged from the previously reported figure of 5,160.

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 reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	99	Expenditure lags behind projection in Baseline Plan by 1%.
2.b.	Equipment / Supply Purchases	-	Progress reported in Question 4 below
2.c.	Awareness Campaigns	-	Progress reported in Question 4 below
2.d.	Outreach Activities	-	Progress reported in Question 4 below
2.e.	Training Programs	-	Progress reported in Question 4 below
2.f.	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).

Expenditures increased during the reporting quarter however, we were unable to fully report on all expenses due to planned program evaluation work and ongoing administrative efforts to ensure grant closeout activities align across partners.

4a. In the chart below, please provide the requested information on your BTOP grant-funded SBA activities. Please also provide a short description of the activity (600 words or less). Figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please ensure that the numbers of new household subscribers and business or community anchor institution (CAI) subscribers reflected in the "Total" row represent the unduplicated number of new subscribers that can be attributed to your SBA project as a whole.

Name of the SBA Activity	Location of SBA Activity	Description of Activity (600 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers: Households	New Subscribers: Businesses and/or CAIs

Name of the SBA Activity	Location of SBA Activity	Description of Activity (600 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers: Households	New Subscribers: Businesses and/or CAIs
DIG/IT Courses; Expos/Computer Distribution	69 High Schools (Transfers, YABCs, ESIs, and iLearn Lab Sites) located across New York City Boroughs.	DIG/IT Expos which includes the provision of net-books, trainings, surveys, contract completion and initiation of discounted broadband enrollment by families.	11,623	7,440	2,219	0
Total:			11,623	7,440	2,219	0

4b. Please describe your method for determining the number of households, businesses, and/or (CAIs) subscribing to broadband as a result of your SBA programs (600 words or less).

Our measurement methodology involves estimating both (A) "New Subscribers" by families who had not adopted broadband upon program initiation and (B) "Net Subscribers" by families who had broadband adoption upon program initiation and were retained on broadband as a result of the program.

We will measure New Subscribers who did not have residential broadband before the Connected Foundations program and who subsequently signed up after the student participated in the Digital Literacies course. CFY generates a unique CFY ID for every student served. This CFY ID is used during the family registration and pre-survey process and is also permanently affixed to the free computer. At the DIG/IT Expo, CFY gathers basic information for every CFY ID, ID where the student assents to their participation, including technology adoption status and phone numbers, and follows up with Expo participants approximately three months later, via phone, to determine whether they have subscribed to broadband services.

To estimate Net Subscribers, CFY conducts phone surveys (approximately one year after the DIG/IT Expo) of families who were broadband subscribers (and assented to survey participation) at the time of the workshop. This data, compared to typical broadband retention rates of low-income families, is used to determine the number of families who have become Net Adopters.

4c. Please provide a narrative explanation if the total number of new subscribers is different from the targets provided in your baseline plan (600 words or less).

With the ending of student-related program implementation activities last quarter, the total number of new subscribers remain unchanged from the previously reported figure of 2,219. Our inability to achieve the projected baseline (3,304) throughout the implementation of Connected Foundations was due to the fact that more families than expected had broadband prior to program enrollment which impacted the absolute number of new subscribers overall. Despite this negative effect however, we believe that among families that did not have broadband prior to the program, broadband adoption rates rose significantly. As such, we believe that of the families that participated in Connected Foundations, 88% of those who did not have broadband became home broadband subscribers as a result of the program.

4d. Please provide the number of households and the number of businesses and CAIs receiving discounted broadband service as result of BTOP funds.

Households: 140	Businesses and CAIs : 0
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Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (600 words or less).

In the next quarter, DoITT plans to:

- Continue utilizing administrative structures and processes to monitor grant compliance and financial activity.
- Work with DOE and partners on closing out the NYC Connected Foundations grant.
- Begin survey implementation across BTOP program schools.
- Review and finalize NYC Connected Foundation grant closeout documents.

The Department of Education:

- The DOE will work with partners to finalize all NYC Connected Foundations grant closeout requirements as well as reconcile expenditures to ensure the program is fully expended.

• Complete program evaluation requirements for submission to DoITT.

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. 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 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	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	99	Expenditure lags behind projection in Baseline Plan by 1%
2.b.	Equipment Purchases	-	Milestone Data Not Required
2.c.	Awareness Campaigns	-	Milestone Data Not Required
2.d.	Outreach Activities	-	Milestone Data Not Required
2.e.	Training Programs	-	Milestone Data Not Required
2.f.	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).
 DoITT anticipates no challenges or issues during the next quarter that may impact planned progress against the projected milestones.

Sustainable Broadband Adoption Budget Execution Details

Activity Based Expenditures (Sustainable Broadband Adoption)

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	\$112,911	\$31,310	\$81,601	\$83,686	\$31,310	\$52,376	\$93,660	\$31,310	\$62,350
b. Fringe Benefits	\$51,938	\$14,402	\$37,536	\$39,429	\$14,402	\$25,027	\$44,520	\$14,402	\$30,118
c. Travel	\$331	\$0	\$331	\$360	\$0	\$360	\$360	\$0	\$360
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
f. Contractual	\$135,584	\$0	\$135,584	\$106,536	\$0	\$106,536	\$120,000	\$0	\$120,000
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$8,160,748	\$2,453,676	\$5,707,072	\$8,148,745	\$2,453,676	\$5,695,069	\$8,160,748	\$2,453,676	\$5,707,072
i. Total Direct Charges (sum of a through h)	\$8,461,512	\$2,499,388	\$5,962,124	\$8,378,756	\$2,499,388	\$5,879,368	\$8,419,288	\$2,499,388	\$5,919,900
j. Indirect Charges									
k. TOTALS (sum of i and j)	\$8,461,512	\$2,499,388	\$5,962,124	\$8,378,756	\$2,499,388	\$5,879,368	\$8,419,288	\$2,499,388	\$5,919,900

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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