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** 37-42-B10509	**3. DUNS Number** 067188979

4. Recipient Organization

Fayetteville State University 1200 Murchison Road, Fayetteville, NC 28301-4252

5. Current Reporting Period End Date (MM/DD/YYYY) 06-30-2013	**6. Is this the last Report of the Award Period?** ◯ 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 Arasu T Ganesan Vice Chancellor, ITTS	**7c. Telephone (area code, number and extension)** 910-672-1477
	7d. Email Address nganesan@uncfsu.edu
7b. Signature of Certifying Official Submitted Electronically	**7e. Date Report Submitted (MM/DD/YYYY):** 08-26-2013

Project Indicators (This Quarter)

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

Though we lost one full-time and one part-time employee, we maintained the center running the regular hours and conducted workshops using FSU staff volunteers and FSU graduate students. An MOU has been executed with the anchor partner Cumberland County Library System to expand their computer literacy program by adding learning centers in all 4 branches of the library.

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	61	MOU has been executed with the County Library System, though work has been going on, the Library has just submitted the invoices for the work completed which will be reflected in the next quarter report
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 Public Computing Center lost two employees that created some pressure to find alternates to maintain the center. We were able to reassign some of the ITTS staff temporarily to man the center and conduct the workshop with assistance of some graduate students.

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	30	No Variance
4.b.	Average users per week (NOT cumulative)	521	No Variance
4.c.	Number of PCCs with upgraded broadband connectivity	1	No Variance
4.d.	Number of PCCs with new broadband wireless connectivity	1	No Variance
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	60	No VAriance

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

General Career Resources	16	40	640
Office Computing Skills	12	50	600
Basic Computing & Internet	16	48	768
Veterans Career Workshops	16	24	384
SAT/ACT Workshop	16	8	128
Home Finance Workshop	8	24	192

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).
An MOU with the Cumberland County Library system is complete. The Library is making progress in adding the learning centers in the various branches, but have not submitted expenditures for reimbursement. This will increase the outreach almost by 3000 - 4000 each month.

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**	95	We are having difficult time filling the position due to the expiration of the grant hence we may not spend the $$ for the salary as projected.
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).
We anticipate completing the project by Sep 30, 2013.

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	$445,110	$202,500	$242,610	$303,890	$134,210	$169,680	$345,600	$160,000	$185,600
b. Fringe Benefits	$81,000	$40,000	$41,000	$74,690	$37,020	$37,670	$84,008	$38,040	$45,968
c. Travel	$4,600	$380	$4,220	$3,660	$380	$3,280	$4,450	$450	$4,000
d. Equipment	$393,781	$700	$393,081	$190,102	$700	$189,402	$390,700	$700	$390,000
e. Supplies	$90,981	$2,145	$88,836	$86,070	$1,960	$84,110	$87,000	$2,000	$85,000
f. Contractual	$145,980	$12,880	$133,100	$132,654	$12,954	$119,700	$134,954	$12,954	$122,000
g. Construction	$0	$0	$0	$0	$0	$0	$0	$0	$0
h. Other	$7,900	$4,000	$3,900	$13,550	$9,250	$4,300	$13,550	$9,250	$4,300
i. Total Direct Charges (sum of a through h)	$1,169,352	$262,605	$906,747	$804,616	$196,474	$608,142	$1,060,262	$223,394	$836,868
j. Indirect Charges	$105,654		$105,654	$30,871	$0	$30,871	$30,871	$0	$30,871
k. TOTALS (sum of i and j)	$1,275,006	$262,605	$1,012,401	$835,487	$196,474	$639,013	$1,091,133	$223,394	$867,739

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