

RECIPIENT NAME:WinstonNet Inc.

AWARD NUMBER: 37-42-B10529

DATE: 11/18/2011

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 37-42-B10529	3. DUNS Number 784345717
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4. Recipient Organization

WinstonNet Inc. C/O Wake Forest University Health Scienc, Medical Center Blvd., Winston Salem, NC 27157-1049

5. Current Reporting Period End Date (MM/DD/YYYY) 09-30-2011	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 Susan Brittain Grants Services Manager	7c. Telephone (area code, number and extension) 336-722-8173 X1044
	7d. Email Address sbrittain@fsifamily.org

7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 11-18-2011
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Project Indicators (This Quarter)

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

WinstonNet has upgraded 31 public computer labs with new equipment and furniture this quarter and opened ten new labs. All labs are equipped with at least one table that can be electronically raised or lowered to accommodate a disabled user. All labs use wireless routers to connect to broadband service. Our total weekly usage has gone from approximately 10,000 users per week to approximately 12,600 users per week.

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	58	At this point in the project, we expected completion to be around 78%. We are ahead of schedule in updating the existing labs due to the hiring of an IT Project Manager who has been able to procure computers, monitors, desks and chairs more quickly through two vendors. However, due to the FTCC labs not being available until six months after the start of the project, the match for the project is behind.
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 main challenge WinstonNet has dealt with is our matching funds. We have a plan in place to catch our matching funding up, but it will take several quarters for us to be able to do this.

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	296	We are ahead of schedule due to the hiring of an IT Project Manager who has been able to purchase and install equipment in a timely manner.
4.b.	Average users per week (NOT cumulative)	12,665	The number of users since the labs have been upgraded has far exceeded our expectations.
4.c.	Number of PCCs with upgraded broadband connectivity	10	WinstonNet has 38 labs that already have broadband connectivity. Our ten new labs have been connected to broadband service.
4.d.	Number of PCCs with new broadband wireless connectivity	38	All of the WinstonNet labs have wireless connectivity.

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
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
Advanced Topics in Excel	2	13	26
Basico Word	2	42	84
Computacion Basica	2	52	104
Computer ABC's	2	27	54
Computer ABC's	3	10	30
Downloading eBooks/ Audiobooks	1	20	20
Drop-In Job Seeker's Lab	2	249	498
E-mail Basics	1	1	1
Excel	3	25	75
Excel Basico	3	12	36
Internet Basico	2	65	130
Internet Basics w/Email	1	8	8
JAWS-Computer Skills for People Who Are Blind	2	1	2
Job Search Strategies - Survive & Thrive Unemployment	2	2	4
Keyboarding	1	40	40
Language Learning Lab	2	55	110
Open Computer Help Lab - Urban League	2	5	10
PowerPoint	3	10	30
Resume Writing/Job Searching	2	7	14
Shepherd's Center - Beginner	2	15	30
Urban League - Beginner	2	15	30
Web Marketing Series: Basics of Search Engine Optimization	2	16	32
Word Basics	1	8	8
Access - Databases	2	19	38

Access - Databases	4	10	40
Computer ABC's	2	13	36
Downloading eBooks/ Audiobooks	2	45	90
E-Mail Basics	2	5	10
Excel Basico	2	39	78
Internet Basics w/E-Mail	2	13	26
Intro to African American Genealogy Online	2	2	4
Language Learning Lab	4	82	328
QuickBooks Payroll	3	10	30
Shepherd's Center-Advanced Beginner/Intermediate	2	11	22
Shepherd's Center - Beginners Word	2	10	20
Shepherd's Center - Excel	2	9	18
Urban League-Advanced Beginner/Intermediate	2	8	16
Web Marketing Series: Attracting the Customer	3	16	48
Web Marketing Series: Effective Writing for the Web	3	18	54
Word Basics	2	45	90
Basics for Persons with a Disability	2	3	6
Improving Health-Finding Reliable Info	1	5	5
Keyboarding-Practice Lab	1	42	42
Language Learning Lab	7	62	434
Language Learning Lab	5	7	35
Teen Tech Lab	1	3	3
Urban League-Advanced Excel	2	4	8
Urban League-Advanced PowerPoint	2	2	4
Word Basics	3	4	12
Computer Basics	2	61	122
Excel	2	65	130
Internet Basics	2	63	126

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Open Lab - Forsyth Tech	2	202	404
Career Readiness Certificate	2	12	24
GED en Spanish	3	185	555

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).
 WinstonNet will complete all labs and the purchase of multimedia projectors, printers, and Smart Boards in the next quarter. WinstonNet will also implement Microsoft Live 365 where lab users will be able to access e-mail, Microsoft Office, and online storage space.

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	70	We anticipated that 82% of the project would be complete at the end of Q4 2011. We will have expended all of our equipment purchases by next quarter, but we will still be catching up on our match.
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).

None

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	\$525,711	\$411,711	\$114,000	\$88,452	\$63,236	\$25,216	\$133,337	\$100,878	\$41,459
b. Fringe Benefits	\$31,920	\$0	\$31,920	\$8,268	\$0	\$8,268	\$10,983	\$0	\$10,983
c. Travel	\$5,000	\$0	\$5,000	\$743	\$0	\$743	\$743	\$0	\$0
d. Equipment	\$101,300	\$18,000	\$83,300	\$74,801	\$8,662	\$66,139	\$100,625	\$17,325	\$83,300
e. Supplies	\$598,417	\$0	\$598,417	\$505,555	\$0	\$505,555	\$550,000	\$0	\$550,000
f. Contractual	\$198,900	\$105,000	\$93,900	\$186,584	\$93,300	\$93,284	\$234,900	\$141,000	\$93,900
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$46,000	\$46,000	\$0	\$15,222	\$15,222	\$0	\$18,484	\$18,484	\$0
i. Total Direct Charges (sum of a through h)	\$1,507,248	\$580,711	\$926,537	\$879,625	\$180,420	\$699,205	\$1,049,072	\$277,687	\$779,642
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$1,507,248	\$580,711	\$926,537	\$879,625	\$180,420	\$699,205	\$1,049,072	\$277,687	\$779,642

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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