RECIPIENT NAME:WinstonNet Inc.

# AWARD NUMBER: 37-42-B10529 OMB CONTROL NUMBER: 0660-0037 EXPIRATION DATE: 12/31/2013 DATE: 05/29/2012 QUARTERLY PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS **General Information** 1. Federal Agency and Organizational Element to 2. Award Identification Number 3. DUNS Number Which Report is Submitted Department of Commerce, National 37-42-B10529 784345717 Telecommunications and Information Administration 4. Recipient Organization WinstonNet Inc. C/O Wake Forest University Health Scienc, Medical Center Blvd., Winston Salem, NC 27157-1049 6. Is this the last Report of the Award Period? 5. Current Reporting Period End Date (MM/DD/YYYY) 03-31-2012 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) 336-722-8173 X1044 Susan Brittain 7d. Email Address Grants Services Manager sbrittain@fsifamily.org 7b. Signature of Certifying Official 7e. Date Report Submitted (MM/DD/YYYY): 05-29-2012 Submitted Electronically

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### **Project Indicators (This Quarter)**

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

WinstonNet completed all lab upgrades for existing labs and opened ten new labs last quarter. This quarter we identified nine labs to receive LCD projectors. Request for Proposals (RFP's) were developed and bids have gone out. We continue to maintain all of the PCC labs.

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	74	None
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).

None

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)
42	New workstations installed and available to the public	418	None
	Average users per week (NOT cumulative)	11,129	Our baseline was 11,600 for this quarter. We should be on target next quarter with all labs fully functioning and reporting data.
4.c.	Number of PCCs with upgraded broadband connectivity	33	None
7 4	Number of PCCs with new broadband wireless connectivity	33	None
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	337	Our baseline was 1,300 hrs. per business week and 50 hrs. per weekend. We have exceeded the business week hrs. by 335 hrs. and the weekend hrs. by 2 hrs.

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	
Job Seeker Lab	2	122	244	

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Job Seeker Lab	3	72	216
Job Seeker Lab	6	193	1,158
Language Lab	4	33	132
Language Lab	5	37	185
Language Lab	7	90	630
Open Lab	2	17	34
Job Seeker Lab (Spanish)	4	24	96
Job Seeker Lab	5	88	440
Job Seeker Lab (Spanish)	3	34	102
Urban League Open Lab	2	71	142
Downloading Media	1	201	201
E-Books	2	28	56
Web Design	2	7	14
Web Marketing	2	25	50
Basico Excel	1	7	7
Basico Excel	2	15	30
Basico Word	1	14	14
Basico Word	2	26	52
Excel	1	6	6
Excel	2	73	146
PowerPoint	2	22	44
Shepherd's Center Word	1	10	10
Shepherd's Center Excel	2	6	12
Shepherd's Center Word	2	7	14
Words Basics	1	34	34
Word Basics	3	4	12
Intermediate/Advanced Word	1	16	16
Senior Computer ABC's	1	41	41
Computer ABC's	2	67	134

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Computacion Basico	1	36	36
Computacion Basico	2	33	66
E-Mail Basics	2	14	28
Shepherd's Center Beginning Internet	2	6	12
Shepherd's Center Beginning Internet	1	7	7
Urban League Beginning Internet	2	60	120
Facebook Basics	2	3	6
Senior Advanced Computer ABC's	1	4	4
Job Search Strategies	2	127	254
Mango Language Software	0	501	0
Shepherd's Center Advanced Computers	2	17	34

Add Training Program

Remove Training Program

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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).
  We will purchase and install nine data projectors. Next quarter will start the maintenance phase of our project. We will continue to catch up our match dollars.
- 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	83	None
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

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# **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	\$489,711	\$375,711	\$114,000	\$224,920	\$183,944	\$40,976	\$243,576	\$193,144	\$50,432
b. Fringe Benefits	\$31,920	\$0	\$31,920	\$13,496	\$0	\$13,496	\$16,896	\$0	\$16,896
c. Travel	\$5,000	\$0	\$5,000	\$743	\$0	\$743	\$743	\$0	\$743
d. Equipment	\$101,300	\$18,000	\$83,300	\$86,858	\$17,334	\$69,524	\$86,858	\$17,333	\$69,524
e. Supplies	\$598,417	\$0	\$598,417	\$543,324	\$0	\$543,324	\$572,324	\$4,500	\$567,824
f. Contractual	\$234,900	\$141,000	\$93,900	\$219,118	\$159,038	\$60,080	\$256,618	\$196,038	\$60,580
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$46,000	\$46,000	\$0	\$23,018	\$23,018	\$0	\$26,718	\$26,718	\$0
i. Total Direct Charges (sum of a through h)	\$1,507,248	\$580,711	\$926,537	\$1,111,477	\$383,334	\$728,143	\$1,203,733	\$437,733	\$765,999
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	\$1,111,477	\$383,334	\$728,143	\$1,203,733	\$437,733	\$765,999
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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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