QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION

General Information

1. Federal Agency and Organizational Element to Which Report is Submitted	2. Award Identification Number	3. DUNS Number
Department of Commerce, National Telecommunications and Information Administration	**37-43-B10590**	**072026321**

4. Recipient Organization

North Carolina Central University 1801 Fayetteville Street, Durham, NC 27707-3130

5. Current Reporting Period End Date (MM/DD/YYYY)	6. Is this the last Report of the Award Period?
09-30-2011	○ 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	7c. Telephone (area code, number and extension)
Gregory W Clinton	919-530-7174
	7d. Email Address
Director	gclinton@nccu.edu
7b. Signature of Certifying Official	**7e. Date Report Submitted (MM/DD/YYYY):**
Submitted Electronically	11-30-2011

Project Indicators (This Quarter)

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

The law school's strong history of delivering legal and educational services to economically vulnerable communities is being strengthened through Technology Assisted Legal Instruction and Services (TALIAS). The current awareness campaign for TALIAS includes the website: talias.law.nccu.edu, which has been completed and includes two additional digital video recordings about the project.

During this quarter, several NCCU Legal Clinic attorneys held planning videoconferencing sessions for the development of upcoming legal workshops. Workshop topics include: Domestic Violence, The North Carolina Fatherhood Development Initiative, Veterans Law, and Tenant Rights.

On July 16, 2011, NCCU School of Law hosted a Wills and Advanced Planning for Later Life Workshop for a sorority in Elizabeth City, NC. There were a total of sixteen participants. The supervising attorney and the students were at NCCU School of Law and the participants were at Elizabeth City State University. The supervising attorney gave a presentation about Wills from the Telepresence Room at NCCU School of Law. Then, participants and students had one-on-one video conferences to have their Wills completed. The participant's Wills were executed the next day.

On August 23, 2011, a new undergraduate course, Introduction to Law and the Legal Process, was implemented for students at NCCU and the partner institutions. This course provides an overview of the materials covered in the first year of law school, the meaning of law, sources of law, and the structure of the American legal system. The instructor is located along with NCCU students in the Telepresence Room at NCCU School of Law. Students at the partner institutions interact during class through HD videoconferencing rooms that were built at the respective campuses. There are a total of twenty-three students.

On August 18, 2011, there was an Inaugural Videoconferencing Session between NCCU School of Law and fourteen Legal Aid of North Carolina (LANC) offices to begin the use of the telepresence technology and to begin sharing ideas and experiences for legal programs. Attorneys at both the NCCU Legal Clinic and the LANC offices are excited about combining their resources and expertise to become more efficient with legal services by eliminating the geographical boundaries between the attorneys and their clients. The fourteen LANC offices are located in the following North Carolina cities: Raleigh, Ahoskie, Charlotte, Durham, Greenville, Gastonia, Greensboro, Morganton, Pembroke, Pittsboro, Winston Salem, Wilson, Sylva, and Wilmington. There were a total of fifty-one participants.

On August 26, 2011, Former Congresswoman Eva Clayton visited the Telepresence Room for a demonstration.

On September 7, 2011, NCCU School of Law started a monthly Eagle Empowerment Videoconferencing Seminar for undergraduate students at NCCU and the partner institutions. This event was also opened to the public. The first seminar was called Entrepreneurship. A local attorney discussed how to start a business, the laws, legal forms, and other important rights for students with entrepreneurial aspirations.

On September 16, 2011, the Pittsboro Office of LANC hosted a Community Education Videoconferencing session between their office, Richmond County Community College, and Lee County Community College. The workshop educated those citizens of the two communities about Wills.

On September 30, 2011, the North Carolina General Assembly Legislative Fiscal staff and the General Assembly Legislative Leadership staff toured the School of Law. During their tour, they visited the Telepresence Room and were given a presentation about TALIAS and the significance of delivering legal and educational services to economically vulnerable communities.

There have been four Foreclosure Prevention Workshops and attorney to client video conferences during this quarter.

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).

		Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	**Overall Project**	62	We are making progress ahead of schedule.
2.b.	**Equipment / Supply Purchases**	-	Progress reported in Question 4 below
2.c.	**Awareness Campaigns**	-	Progress reported in Question 4 below

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
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).

This quarter we started an undergraduate class at NCCU School of Law and our four partner institutions. In developing the Memorandum of Understanding, we made the assumption that it would cover the class. However, we learned that we needed an Inter-Institutional Agreement. We developed the Inter-Institutional Agreement and each campus has signed it.

The Site Managers for Fayetteville State University, North Carolina Agricultural and Technical State University, and Winston-Salem State University were not hired by their respective campuses. They have been hired as temporary employees at NCCU School of Law. We have submitted sub-recipient agreements for each campus. Each campus is in the process of transferring the employees to their payroll.

Our travel expenditures were 33% below our reprojections because we did not travel as much this quarter because we used videoconferencing.

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
Foreclosure Prevention One-on-one Meeting	Virtual Classroom - NCCU/FSU	Timothy Peterkin and students met with a client that attended a Foreclosure Prevention Workshop. The client received legal advice regarding their foreclosure issues.	4	4	0	0
Domestic Violence Clinic	Telepresence Room - NCCU	Multiple information sessions that was organized to develop domestic violence prevention information programs.	21	21	0	0
Technical Reliability Call	Telepresence Room - NCCU/ LANC Greenville Office	Test call to check for video and audio quality and troubleshoot for data packet loss.	6	6	0	0
Technical Reliability Call	Telepresence Room - NCCU/ LANC Ahoskie Office	Test call to check for video and audio quality and troubleshoot for data packet loss.	13	13	0	0
Technical Reliability Call	Telepresence Room - NCCU/ LANC Wilson Office	Test call to check for video and audio quality and troubleshoot for data packet loss.	6	6	0	0
NCCU and UNCW Telepresence Testing Call	Telepresence Room - NCCU/ UNCW	Multiple sessions for testing for two different manufacturer's telepresence systems. Also tests for video and audio quality and troubleshoot for data packet loss.	9	9	0	0
Foreclosure Prevention Workshop	Telepresence Room - NCCU/ WSSU/ECSU/ NCA&T/FSU	Timothy Peterkin presented a Foreclosure Prevention workshop that was broadcasted from NCCU School of Law to WSSU, ECSU, FSU, and NCA&T. Participants at each institution were able to pose questions and concerns to attorneys regarding their foreclosure issues. Participants were also allowed to set up appointments for follow up support.	25	19	0	0
Technical Reliability Call	Telepresence Room - NCCU/ LANC Pembroke Office	Test call to check for video and audio quality and troubleshoot for data packet loss.	10	10	0	0

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
Technical Reliability Call	Telepresence Room - NCCU/ LANC Fayetteville Office	Test call to check for video and audio quality and troubleshoot for data packet loss.	11	11	0	0
Wills Writing Workshop	Telepresence Room - NCCU/ ECSU	As part of the Elder Law Project, students prepared simple wills for citizens of ECSU. The students at NCCU School of Law used videoconferencing to communicate with residents of Elizabeth City, NC.	20	16	0	0
Veterans Affairs Clinic	Telepresence Room - NCCU/ Veterans Affairs	An information session that was organized to develop veterans law programs.	4	4	0	0
Landlord and Tenant Clinic	Telepresence Room- NCCU/ LANC	Multiple information session were organized to develop landlord/ and tenant law programs.	19	19	0	0
LANC Inaugural Call	Telepresence Room-NCCU/ LANC	Inaugural call between NCCU School of Law and fourteen LANC Offices to begin the use of the telepresence technology and to begin sharing ideas and experiences for legal programs.	51	51	0	0
Introduction to the Law and the Legal Process Class	Telepresence Room - NCCU/ WSSU/ECSU/ NCA&T/FSU	Undergraduate course offered to students at NCCU, WSSU, ECSU, NCA&T, and FSU.	22	22	0	0
Foreclosure Prevention Workshop	Telepresence Room - NCCU/ WSSU/ECSU/ NCA&T/FSU	Timothy Peterkin presented a Foreclosure Prevention workshop that was broadcasted from NCCU School of Law to WSSU, ECSU, FSU, and NCA&T. Participants at each institution were able to pose questions and concerns to attorneys regarding their foreclosure issues. Participants were also allowed to set up appointments for follow up support.	25	19	0	0
Eagle Empowerment Seminar	Telepresence Room - NCCU/ WSSU/ECSU/ NCA&T/FSU	Timothy Peterkin coordinated a seminar on Entrepreneurship. A local attorney presented on how to start a business, the laws, legal forms, and other important rights to students with entrepreneurial aspirations.	85	71	0	0
The Community Workshop	Telepresence Room - NCCU/ LANC Pittsboro Office/ Richmond County Community College/Lee County Community College	The Pittsboro Office of LANC hosted a community workshop on Wills for residents of Richmond County and Lee County.	15	10	0	0
Foreclosure Prevention Workshop	Telepresence Room - NCCU/ WSSU/ECSU/ NCA&T/FSU	Timothy Peterkin presented a Foreclosure Prevention workshop that was broadcasted from NCCU School of Law to WSSU, ECSU, FSU, and NCA&T. Participants at each institution were able to pose questions and concerns to attorneys regarding their foreclosure issues. Participants were also allowed to set up appointments for follow up support.	30	26	0	0
Foreclosure Prevention Workshop	Telepresence Room - NCCU/ WSSU/ECSU/ NCA&T/FSU	Timothy Peterkin presented a Foreclosure Prevention workshop that was broadcasted from NCCU School of Law to WSSU, ECSU, FSU, and NCA&T. Participants at each institution were able to pose questions and concerns to attorneys regarding their foreclosure issues. Participants were also allowed to set up appointments for follow up support.	30	26	0	0
Total:			**406**	**363**	**0**	**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).

First we track institutional adoption by having an additional HD Videoconferencing room on the campus. Second, we track the hours of usage along with the number of scheduled events. Third, we track partner's increase in broadband subscription rate plans.

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).

The total number of subscribers to date is twenty-one, which includes the five universities and the sixteen Legal Aid of North Carolina (LANC) Offices. LANC has increased its bandwidth and upgraded its infrastructure to create a dedicated video network.

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

Households: 0	Businesses and CAIs : 0

Project Indicators (Next Quarter)

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

Next quarter we will use our awareness campaign to promote our outreach and training programs. Our website should allow us to reach more individuals, thus increasing our target audience and the actual number of participants. We will also implement new legal workshops and seminars, such as Domestic Violence, Veterans Rights, and Fatherhood Rights.

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**	75	We will continue to be ahead of schedule.
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).

We do not anticipate any challenges that will impact the progress of the project's 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.

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	$460,000	$219,000	$241,000	$70,332	$0	$70,332	$100,000	$20,000	$80,000
b. Fringe Benefits	$67,480	$0	$67,480	$5,380	$0	$5,380	$6,000	$0	$6,000
c. Travel	$12,066	$0	$12,066	$4,005	$0	$4,005	$5,000	$0	$5,000
d. Equipment	$1,026,041	$0	$1,026,041	$1,016,371	$0	$1,016,371	$1,016,371	$0	$1,016,371
e. Supplies	$0	$0	$0	$0	$0	$0	$0	$0	$0
f. Contractual	$626,839	$4,900	$621,939	$424,273	$90,000	$640,735	$150,000	$0	$150,000
g. Construction	$0	$0	$0	$0	$0	$0	$0	$0	$0
h. Other	$640,000	$630,000	$10,000	$230,412	$230,412	$0	$405,000	$400,000	$5,000
i. Total Direct Charges (sum of a through h)	$2,832,426	$853,900	$1,978,526	$1,750,773	$320,412	$1,736,823	$1,682,371	$420,000	$1,262,371
j. Indirect Charges									
k. TOTALS (sum of i and j)	$2,832,426	$853,900	$1,978,526	$1,750,773	$320,412	$1,736,823	$1,682,371	$420,000	$1,262,371

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: $12,956