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** 39-42-B10578	**3. DUNS Number** 048782569

4. Recipient Organization

Toledo-Lucas County Public Library 325 N Michigan Street, Toledo, OH 43604-6614

5. Current Reporting Period End Date (MM/DD/YYYY) 06-30-2012	**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 Margaret Danziger Deputy Director	**7c. Telephone (area code, number and extension)** 419-259-5256
	7d. Email Address margaret.danziger@toledolibrary.org
7b. Signature of Certifying Official Submitted Electronically	**7e. Date Report Submitted (MM/DD/YYYY):** 07-31-2012

Project Indicators (This Quarter)

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

A. Computer training, one-on-one, in small groups, in the training center and/or auditorium at Kent Branch @ccess Center and on the Cybermobile. Kent and Cybermobile train on staff-created curricula: Computer Basics, Internet Basics, MS Word, Basic E-Mail, Job Search Skills. Classes were advertised through local media, on our web site, and with flyers. Kent also taught 22 and Cybermobile 99 persons who have special needs using assistive technology. These basic computer classes are further enhanced with health and preventive care awareness programs, workshops for small business owners, grants available to individuals, and GED classes. B. On June 6, 2012, the Library was proud to announce that its Kent Branch Library @ccess Center had received a GOLD category distinction as a LEED-certified building. The year-long renovation project utilized "green" construction methods. C. On June 19, 2012, the Ohio State Auditor issued an unqualified opinion as to the Library's compliance to the Federal Grant Broadband Technology Opportunities Program. D. Farber Specialty Vehicles, Inc., warranted the Cybermobile for one (1) year that the interior structure of the vehicle, plumbing, heating, electrical systems, all appliances and equipment are warranted under normal use to be free of substantial defects on materials and workmanship. The Cybermobile rents monthly space for $1,521.64. The Cybermobile spent $3,649.64 on fuel this quarter; $52.01 for an oil change. E. Beginning the week of June 4, Cybermobile trained basic computer/Internet at a local hospital (ProMedica-Toledo Hospital) to upgrade job skills for hospital staff.

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	96	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).

A. Ten Cybermobile routes were cancelled due to a variety of reasons: connectivity to the internet, truck maintenance, high winds, and one facility cancelled because of a special planned event. Two routes were cancelled due to Memorial Day Library/facility holiday closures. B. Library still needs to locate a video archival solution to allow instructors to record live presentations and instructional materials on a content server.

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)
4.a.	New workstations installed and available to the public	141	130 available at Kent Branch; 11 worstations available on Cybermobile.
4.b.	Average users per week (NOT cumulative)	133	85 at Kent; 48 on Cybermobile.
4.c.	Number of PCCs with upgraded broadband connectivity	130	100%

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
4.d.	Number of PCCs with new broadband wireless connectivity	51	100%
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	26	6 at Kent Branch; 20 on Cybermobile

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
Kent basic comp/Internet	1	317	317
Kent GED	1	325	325
Kent health/bus/genealogy	1	41	41
Kent partners training	1	255	255
Kent Open lab	1	147	147
Cybermobile basic comp/ internet	1	582	582
Cybermobile GED	2	43	86
Cybermobile Open lab	1	582	582

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).

Continue to publicize and expand basic computer/Internet/broadband training for Lucas County individuals and groups with the intention to increase participation. Emphasize job skills for unemployed labor force. More GED classes on Cybermobile.

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**	96	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.

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	$135,133	$40,540	$94,593	$79,655	$23,898	$55,757	$112,237	$33,674	$78,563
b. Fringe Benefits	$39,188	$11,756	$27,432	$19,325	$5,797	$13,528	$29,581	$8,873	$20,708
c. Travel	$0	$0	$0	$0	$0	$0	$0	$0	$0
d. Equipment	$586,964	$176,089	$410,875	$586,964	$176,089	$410,875	$586,964	$176,089	$410,875
e. Supplies	$0	$0	$0	$0	$0	$0	$0	$0	$0
f. Contractual	$177,383	$53,216	$124,167	$145,105	$43,532	$101,573	$161,772	$48,532	$113,240
g. Construction	$2,103,015	$630,905	$1,472,110	$2,064,607	$619,382	$1,445,225	$2,068,640	$620,593	$1,448,047
h. Other	$49,253	$14,775	$34,478	$49,253	$14,775	$34,478	$49,253	$14,775	$34,478
i. Total Direct Charges (sum of a through h)	$3,090,936	$927,281	$2,163,655	$2,944,909	$883,473	$2,061,436	$3,008,447	$902,536	$2,105,911
j. Indirect Charges	$0	$0	$0	$0	$0	$0	$0	$0	$0
k. TOTALS (sum of i and j)	$3,090,936	$927,281	$2,163,655	$2,944,909	$883,473	$2,061,436	$3,008,447	$902,536	$2,105,911

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