ANNUAL PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS

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	40-41-B10526	065441842

4. Recipient Organization

Oklahoma City University 2501 N Blackwelder Avenue, Oklahoma City, OK 73106-1493

5. Current Reporting Period End Date (MM/DD/YYYY)	**6. Is this the last Annual Report of the Award Period?**
12-31-2012	◯ **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)**
Teena Belcik	(405) 821-0350
	7d. Email Address
Broadband Technology Consultan	tbelcik@okcu.edu
7b. Signature of Certifying Official	**7e. Date Report Submitted (MM/DD/YYYY):**
Submitted Electronically	02-26-2013

PROJECT INDICATORS

1. Are you establishing new Public Computer Centers (PCCs) or improving existing PCCs?

(●) **New**   ( ) **Improved**   ( ) **Both**

2. How many PCCs were established or improved, and what type of institution(s) were they associated with? Please provide actual total numbers to date. Figures should be reported cumulatively from award inception to the end of the most recent calendar year. Recipients should only count the PCCs that were fully established or in which improvements have been fully completed in that year (that is, partial improvements should not be counted).

Institutions	Established	Improved	Total
Schools (K-12)	0	0	0
Libraries	0	0	0
Community Colleges	0	0	0
Universities / Colleges	1	0	1
Medical / Health care Facilities	0	0	0
Public Safety Entities	0	0	0
Job-Training and/or Economic Development Institution	0	0	0
Other Community Support-*Governmental* **(please specify):** N/A	0	0	0
Other Community Support-*Non-Governmental* **(please specify):** N/A	0	0	0

3. Please complete the following chart for each PCC established or improved using BTOP funds. Please provide actual total numbers to date.

3.a. New PCCs

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
2501 N. Blackwelder Oklahoma City, OK 73106	69	52	5	120	300

<div align="center">[Add New PCC]   [Remove New PCC]</div>

3.b. Improved PCCs

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
Prior to Improvement					
N/A	0	0	0	0	0

<div align="center">[Add New PCC]   [Remove New PCC]</div>

After Improvement					
N/A	0	0	0	0	0

<div align="center">[Add New PCC]   [Remove New PCC]</div>

4.a. Please check the primary uses of the PCCs funded by this award. (Check all that apply.)

[✓] **Open Lab Time**   [ ] **Other**   [✓] **Training**

4.b. If "other," please specify the primary use of the PCCs:

N/A

Please note that although there are only 69 workstations listed in 3a, we have an additional 25 laptops that can be used in other locations as well as 24 laptops in our mobile unit. We have actually had 118 users on BTOP computers simultaneously.

5. Please list all of the PCC broadband equipment and/or supplies you have purchased during the past year using BTOP grant funds or other

(matching) funds, including any customer premises equipment or end-user devices. If additional space is needed, please attach a list of equipment and/or supplies. Please also describe how the equipment and supplies have been deployed (600 words or less).

Manufacturer	Items	Unit Cost per Item	Number of Units	Narrative description of how the equipment and supplies were deployed
Apple	iPad	400	1	This was purchased for use in training classes. Staff and the public have access to this iPad for training.
Dell	Laptops	1,100	5	5 additional laptops were purchased due to the demand for our mobile lab by large groups. 4 of the 5 were added to the mobile lab, and the 5th is used by staff for training, development, creating images for all the computers, etc. **It should be noted that in last year's Annual PPR, an error was made in the number of laptops purchased and deployed for use by the public. It was accidentally reported that 50 were purchased, when in fact only 45 were purchased last year and the additional 5 were purchased in 2012.
Digital Dimensions	Children's Computers	2,000	3	Due to the high demand, 3 additional children's computers were purchased in 2012 and installed for use by the public in the early childhood/children's areas. (Two were previously purchased in 2011.)
Totals:		3,500	9	

Add Equipment   Remove Equipment

6. For PCC access and training provided with BTOP grant funds, please provide the information below. Figures should be reported <u>cumulatively</u> from award inception to the end of the most recent calendar year.

Types of Access or Training	Number of People Targeted	Number of People Participating	Total Hours of Training Offered
Open Lab Access	0	5,078	6,366
Multimedia	0	428	688
Office skills	0	2,143	3,439
ESL	0	1,714	2,751
GED	0	602	963
College Preparatory Training	0	0	0
Basic Internet and Computer Use	0	3,438	5,502
Certified Training Programs	0	0	0
Other (please specify): Small Business	0	257	413
Total	0	13,660	20,122

7. Please describe how your Public Computer Center(s) promotes economic recovery in your area, such as through providing job training, access to job searches, online course offerings, certifications and the like (600 words or less).
The ICC provides access to computers and the internet for individuals in the OKC community. Through this access, individuals search and apply for jobs, create resumes, and correspond with potential employers. Guests have access to a wide variety of self-paced software and online applications to improve job skills including keyboarding, internet searches, e-mail, Word, Excel, PowerPoint, Access, Publisher, ESL, GED prep, etc. One software program provides certification of proficiency in the various Microsoft Office products. Additionally, numerous classes are provided by the ICC staff covering basic computer skills, office applications, building a winning resume, how to search and apply for jobs online, small business skills, ESL, e-mail, and many more.

8. To the extent that you have made any subcontracts or sub grants, please provided the number of subcontracts or sub grants that have been made to socially and economically disadvantaged small business (SDB) concerns as defined by section 8(a) of the Small Business Act, 15 U.S.C. 647, as modified by NTIA's adoption of an alternative small business size standard for use in BTOP. Please also provide the names of these SDB entities (150 words or less).
N/A

9. Please describe any best practices / lessons learned that can be shared with other similar BTOP projects (900 words or less).
We have found that we are most successful helping people when working with community partners. Many people that fall in the

"vulnerable population" description are hesitant and fearful to take that "first step" on their own. They often don't even understand the need for digital literacy or how it can improve their lives. That was an education piece we didn't expect initially.

We have had many individuals come to the ICC on their own, but many who come here on their own now would never have come to the ICC if they hadn't initially come as part of a group.

We are finding there is even more demand for our mobile lab than we expected, and one of the biggest challenges has been keeping the batteries charged between site visits. It has worked out really well that we have another set of laptops in the ICC. At times we have had to change out between the mobile cart and the Lab A laptop cart in order to accommodate everyone successfully.   The mobile hotspots we got have also helped with connectivity at locations without WiFi, but more are needed. If we were to do this again, I would include the parameters and equipment for a mobile server and/or satellite antenna to go with our mobile lab so we have more functionality.

We have found a number of outstanding free resources for instruction, and have tried to adapt those for our specific needs as opposed to create everything from scratch. Some of the most successful programs we have run (digital storytelling, Google Earth walks through the White House, Scratch, Cool Math, etc.) have their foundation in these free resources. Although the free sites don't always offer the depth of resources we have with all of our software here in the ICC, our guests have found our free resource sheets to be extremely helpful in continuing efforts on their own when they can't be at the ICC.

On almost a daily basis, our guests thank us for having a supervised children's area/break area where kids can explore computers and be safe while their parents can attend classes or work on the computers uninterrupted.