QUARTERLY 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	53-42-B10004	133872619

4. Recipient Organization

TINCAN 1317 West Second Ave., Spokane, WA 99201

5. Current Reporting Period End Date (MM/DD/YYYY)	6. Is this the last Report of the Award Period?
12-31-2010	◯ 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)
Karen Michaelson	509-744-0972
	7d. Email Address
Executive Director	kmichaelson@asisna.com

7b. Signature of Certifying Official	7e. Date Report Submitted (MM/DD/YYYY):
Submitted Electronically	02-14-2011

Project Indicators (This Quarter)

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

We distributed computers to several additional partners. We conducted training for partners on how to use the software that is installed on their computers and carried out troubleshooting activities at partner sites. Many partners have begun onsite training for their constituents. For example, ARC community center, which serves individuals with cognitive impairments, has begun web page development activities and other digital literacy activities. The popularity of this program surprised us, as this is a population that we had not previously served. The VOA veterans home has begun basic Internet training. The ability to find old service friends has been a real attraction. We developed a training program for businesses. We implemented a Web 2.0 training program for neighborhood leaders.

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	45	we are moving along at a pace commensurate with partner needs
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 primary challenge we have faced is the need to wait for construction at partner sites unrelated to the project to be completed so that computers can be installed. In addition, the connectivity of libraries and community centers to the city's MAN has been delayed because of both heavy snow and engineering reviews.

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 underlined 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	117	we are waiting for construction at community centers to be complete
4.b.	Average users per week (NOT cumulative)	4,330	Several sites were unavailable for part of the reporting period
4.c.	Number of PCCs with upgraded broadband connectivity	0	we are waiting for connectivity to the city network
4.d.	Number of PCCs with new broadband wireless connectivity	0	not applicable
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	0	computer centers are not increasing hours of availability due to municipal budget cuts

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
Intro to Film Production MLK	2	6	12
Intro to Film Production MLK	1	4	4
Intro to Film Production SAC	7	5	35
Intro to Film Production SAC	1	11	11
Computer Basics Crosswalk	2	18	36
Video Game Development Crosswalk	1	28	28
Intro to Film Production Crosswalk	2	7	14
Intro to Film Production Crosswalk	1	24	24
Video Game Development CBE	1	30	30
Computer Basics Library	1	8	8
Beginning Internet Library	1	8	8
Web Email Library	1	8	8
Smart Searching Library	1	10	10
Homework Club Peaceful Valley	3	99	297
Video Game Development ARC	1	4	4
Video Game Development CBE	1	28	28
Video Game Development Crosswalk	1	14	14
Film Production Crosswalk	2	9	18
Film Production Crosswalk	1	5	5
Film Production Crosswalk	1	13	13
Film Production SAC	1	19	19
Film Production SAC	2	7	14
Film Production MLK	1	3	3
Video Game Development MLK	2	6	18
Video Game Development MLK	1	3	3
Photoshop ARC	14	2	28
Photoshop ARC	1	5	5
Video Game Development ARC	1	3	3

Basic Computer/Internet ARC	1	19	19
Facebook for Neighborhood Leaders	2	19	38
Computer Basics Library	2	8	16
Beginning Internet Library	2	4	8
Web Email Library	2	4	8
Video Game Development CBE	1	19	19
Video Game Development Crosswalk	1	9	9
Intro to Film Editing	2	1	2
Intro to Film Ashton-Black	2	5	10
Digital Scrapbooking	1	5	5
Basic Photoshop	1	1	1
Internet 101 for Business	1	34	34
Digital Scrapbooking	2	4	8
Video Game Development MLK	1	20	20
Computer Basics	2	3	6
Beginning Internet	2	2	4
Web Email	2	3	6
Health District Film	30	11	330
Video Game Development	5	5	25
Low-cost web development	1	5	5
Low cost web development	2	3	6
Online Safety in the Age of Social media	1	18	18
low cost web development	2	1	2
Web development	1	1	1
Film - YMCA	12	18	216
Video Game development - Medical lake	30	5	150
Transition	90	4	360
Transition	90	5	450
Digital Memory Books	4	3	12

Subversive - SAC	6	12	72
Subversive Barker	14	8	112
Video Game Development	23	10	225
Transitions	44	7	308
Advanced video game development	35	5	175
Video Game development	35	15	525
Video Game Development	35	17	595
Subversive crosswalk	22	5	110
Suicide prevention film work	35	7	245
Special effects	24	9	216
Business Internet basics	1	30	30
Gonzaga Training	1	12	12
Video Game Development	15	5	75
Computer Basic	2	4	8
Computer Vasics	2	6	12
Beginning Internet Explorer	2	10	20
Web email	2	7	14
Computer Basics	2	9	18
Computer Basics	2	9	18
Beginning Internet Explorer	2	8	16
Computer Basics	2	9	18
Beginning Internet	2	11	22
Web email	2	6	12
Smart Searching	2	5	10
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).
We will distribute the remaining PCC computers and provide staff training in their use.

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**	50	we are moving ahead at a pace commensurate with partner needs
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).
We anticipate that connection to the MAN network will continue to be slowed because of weather and technical needs.

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	$182,014	$0	$182,014	$67,932	$0	$67,932	$76,932	$0	$76,932
b. Fringe Benefits	$45,503	$0	$45,503	$14,481	$0	$14,481	$17,000	$0	$17,000
c. Travel	$0	$0	$0	$944	$944	$0	$944	$944	$0
d. Equipment	$325,461	$10,400	$315,061	$375,711	$106,237	$269,474	$375,711	$106,237	$269,474
e. Supplies	$12,000	$0	$12,000	$13,701	$13,367	$334	$14,217	$13,767	$450
f. Contractual	$1,359,882	$741,605	$618,277	$174,130	$21,338	$152,792	$230,000	$55,000	$175,000
g. Construction	$0	$0	$0	$0	$0	$0	$0	$0	$0
h. Other	$6,648	$1,248	$5,400	$10,878	$10,229	$649	$11,878	$10,929	$949
i. Total Direct Charges (sum of a through h)	$1,931,508	$753,253	$1,178,255	$657,777	$152,115	$505,662	$726,682	$186,877	$539,805
j. Indirect Charges	$105,386	$0	$105,386	$67,147	$0	$67,147	$75,000	$0	$75,000
k. TOTALS (sum of i and j)	$2,036,894	$753,253	$1,283,641	$724,924	$152,115	$572,809	$801,682	$186,877	$614,805

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