

QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION

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 23-43-B10581	3. DUNS Number 607132466
4. Recipient Organization AXIOM Technologies, LLC 3 Water Street, Machias, ME 04654-1118		
5. Current Reporting Period End Date (MM/DD/YYYY) 12-31-2010	6. Is this the last Report of the Award Period? <div style="text-align: center;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </div>	
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 Mary Walton	7c. Telephone (area code, number and extension) <hr/> 7d. Email Address mwalton@maine.rr.com	
7b. Signature of Certifying Official Submitted Electronically	7e. Date Report Submitted (MM/DD/YYYY): 02-16-2011	

Project Indicators (This Quarter)

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

The WCEESBA Project conducted "ramping up" activities during the 4th Quarter of 2010, in anticipation of full Project implementation early in the 1st Quarter of 2011. These activities included: familiarization with the BTOP and related Agencies' rules and regulations; setting up financial systems and accounts with the local financial institution; establishing policies and procedures for drawdowns and reporting requirements; code of conduct and sole source vendor justification; formatting and execution of contracts with SubRecipient and Consultants; creation of ads (with input received from Consultants) for the fisher and farmer participants, as well as nursing students; establishment of an oversight committee and a committee to review, score and select applicants for the Program; creation of advertising campaigns for selection of participants, new hires needed for project implementation; held press conferences and attended speaker opportunities to create awareness and promotion of the project, which included a Ribbon Cutting Ceremony to celebrate the Three Ring Binder and WCEESBA Projects; weekly meetings with staff to discuss the progress of WCEESBA grant and to strategize and assign responsibilities; meetings between Project Director, Project Managers and Consultants to discuss and strategize next steps and ongoing goals for the Project; Axiom worked on basic computer course curriculum which will be designed for the subject, family and crew; and CoNHP designed course curriculum for the advanced Placement Bridge program; meetings with CoNHP Project Director and UMM Vice President of Academic Affairs to discuss the cooperative agreement between the two educational institutions; meetings with Down East Community Hospital to establish classroom space for the nursing program; and travel throughout Washington County and the State to discuss, promote, strategize and collaborate with ongoing and potential partners of the WCEESBA program.

After the Farmer/Fisher applications were reviewed and scored by the Committee, Axiom staff met with the applicants to brief them on the scope of the grant, and the expectations and responsibilities of both the program directives and from the subjects; interviews were conducted and twenty participants were selected (10 for each program as planned). Extensive advertising was done for the nursing program for the LPN to RN Bridge Course to start in January 2011. Students were vetted by CoNHP through its standard admission process. One nursing student was chosen to start clinical, others will complete pre-requisite courses at University of Maine at Machias, with another course offering beginning in June 2011.

Equipment purchased and installed included: a dedicated broadband connection was engineered and installed at DECH for the DLE RN program; videoconferencing equipment was installed at the Machias and the Lewiston locations; radio transmitters were purchased that will be installed at both home and business locations for the fisher/farmers; SimMan and other DLE Nursing Program clinical equipment was installed and tested; and laptops and software were ordered for receipt by the subjects participating in the fisher/farmer program.

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 reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	28	Our Baseline Plan projected that we would be 31% complete (per expenditures) at the end of our second quarter and the variance of our actual is only 3%, at 28%. This is only a difference of approximately \$54,700 and can be attributed to a few pieces of equipment that we have left to order in January 2011; some staffing that has yet to be hired, as well as some existing staff that did not start drawing pay as soon as expected. This was somewhat balanced by Consulting fees that were higher than estimated, primarily because of their involvement with the selection of the Program participants earlier than expected and will not increase the overall budgeted expense for them. Our match was also a bit lower than anticipated for the quarter, but was due to the large amount of funding drawn down for equipment, which a match is not provided for within the budget. The match amount should even out over subsequent reporting periods at or above the required 20%. We continue to make good progress moving forward with Program implementation occurring the first quarter of 2011 as targeted and are meeting our goals on time and within our budget.
2.b.	Equipment / Supply Purchases	-	Progress reported in Question 4 below

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.c.	Awareness Campaigns	-	Progress reported in Question 4 below
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).

Overall, there were no major identifiable challenges or issues during the past quarter in achieving planned progress, which included primarily planning activities and preparation for implementation of our educational and training programs for both the farmer/fisher group and the DLE Bridge Nursing Program. All Project goals and objectives for the period were completed, with the exception of not recruiting the desired amount of nursing students, primarily because of the unusually short recruitment period of just five weeks. However, applicants that did not meet the criteria, were referred to UMM and will be taking pre-requisite courses for the June Advanced Placement Course and there are already 30 applications for the fall Course. Implementation of both Program components will occur in January 2011 as planned.

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
Equipment / Supply Purchases	Washington County, Maine	Equipment for Programs that has been purchased includes: Bi-Directional Radio subscriber units and hardware for wireless connectivity for farmer/fisher program; dedicated Broadband connection equipment and videoconferencing equipment at DECH in Machias and CoNHP in Lewiston; and SimMan 3g and other clinical virtual nursing clinical aids (projector, IV simulator, ect) for DLE Bridge Program	0	0	0	0
Awareness Campaigns	Washington County, and State of Maine	Both Axiom and SubRecipient CoNHP advertised extensively for participants for their respective programs through all available broadcast and print media throughout Washington County and within logical sections of the State of Maine. Advertisers included: The Calais Advertiser, The Quoddy Tides, Machais Valley Observer, Downeast Coastal Press and WQDY, as well as local Chambers, Job service locations, college publications and many places on the Internet.	0	0	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
Outreach Activities	Washington County, Maine	The Axiom CEO (also the Project Director) spent a good deal of her time traveling throughout the County and State of Maine to meet, discuss, promote, strategize and collaborate the WCEESBA program with the following entities: Compact for Higher Education; a statewide organization with a mission to increase education for adult learners in the State of Maine (elected to the Board of Directors and will attend monthly meetings in Augusta); Bangor Savings – Met with Bank Manager and Financial Regulator to review the financial regulations of the BTOP grant and opened bank accounts; CoNHP Press Conference – Met with newspapers and TV crews at CoNHP and conducted interviews; ConnectME; Sunrise County Economic Council, (the local economic development agency) – Met with Executive Director weekly to update progress and strategize public awareness campaign; Congressman Michaud; Maine Community Foundation, a statewide organization, to brief the organization on the WCEESBA grant; Coastal TV owners to discuss marketing and public awareness through local TV broadcasting and YouTube; Dr. Brian Beal, DEI to review BTOP grant criteria, role and responsibilities as a consultant; Presented at a Leadership Maine class, a statewide organization to discuss broadband adoption and the WCEESBA grant; Met with Dell Emerson to review BTOP grant criteria, role and responsibilities as a consultant; Met with President Hedlund from Washington County Community College to discuss WCEESBA grant, and educational opportunities for adult learners; Participated in DECH Health Fair to promote RN Program with WCEESBA grant; met with Dr. Athearn to review BTOP grant criteria, role and responsibilities as a consultant; met with Bruce Fitzgerald of Global Technologies, to discuss hand-held devices as a possible solution for farmers and fishermen; met with President Josh Broder of Maine Fiber Company – The Three Ring Binder Project, an important component of the infrastructure being built in Washington County, to discuss the collaboration of these two BTOP projects; met with the owners of Maine Connected Technologies to discuss the purchase and installation of the videoconferencing equipment; met with officials Northern Maine Development Commission, the economic development organization in Aroostook County to discuss and promote WCEESBA grant; met with officials of Coastal Enterprises, a non-profit lending institution and one of Axiom's financial partners, to discuss and promote the WCEESBA grant; met with officials of Finance Authority of Maine, a statewide agency and one of Axiom's financial partners to discuss and promote the WCEESBA grant; met with officials Eastern Maine Development Corp., the economic development organization for Washington County and one of Axiom's financial partners to discuss and promote WCEESBA grant; met with the Broadband Strategy Council in Maine (created by the Governor) to thank them for supporting and recommending the WCEESBA grant and to update them on the progress to date; Met with officials at Sewall Company (This company has a contract under the ConnectME BTOP Mapping Project to discuss the collaboration of both BTOP grants; Attended Momentum Convention to promote and discuss the WCEESBA with business leaders and organizations around the State; and Senator Snowe visited the Axiom office and was briefed on the progress of the WCEESBA grant. (See attachment for more Outreach Activities)	0	0	0	0
Training Programs	Washington County, Maine	N/A Training Programs have not yet started.	0	0	0	0
Total:			0	0	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).

N/A. The Program has conducted planning and Program preparation activities during this quarter and will not be able to assess the number of new subscribers until after the Programs are implemented in the 1st Quarter of 2011.

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).

N/A. These numbers have not yet been calculated because Program activities have been in the planning and preparation stages this past quarter. Training activities will not commence until the 1st Quarter of 2011. Our Baseline Plan called for a total of 85 new household subscribers and 13 business and community anchor subscribers for the 2nd Quarter; however Axiom's "1st Quarter" consisted of a total of 17 days (September 14-30th) because the Award Agreement was executed on September 13, 2010 and June

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1st through September 30th was considered out "1st Quarter." We fully expect to meet our Second Quarter subscribership goals during the next Reporting Period.

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
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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).

Significant Project accomplishments for Quarter 1 of 2011 include: Distribution of computers to Fishers/Farmers Program participants; wireless connections setup to their homes and businesses; implementation of basic computer skills training for the Farmer/Fisher Program subjects, families and crews; Participant and Axiom staff meetings with consultants to design Individualized Learning Programs for the Participants. CoNHP (SubRecipient) activities will include: implementation of the DLE Advanced Placement Bridge Program; follow-up of former applicants to ensure that they are meeting prerequisites for the June program; continuation of screening applicants for both the June and fall Programs; usage of virtual clinical equipment through the DLE Program. Both Axiom and CoNHP will continue to conduct Awareness and Outreach activities throughout the Quarter to garner additional support and broadcast the success of the program for future applicability and expansion efforts.

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	36	Based upon what has been completed during the last reporting quarter which equaled approximately 28% of all activities contemplated and the estimated budget needs for the coming quarter (an additional 8% or \$171,185 in expenditures), this will be approximately 4% off our estimated 40% completion of activities at this juncture. We firmly believe that this accurately reflects our budget needs and the operational activities that will occur during the upcoming reporting period. Our project was extremely "heavy" from a budget perspective upfront because of the equipment needs and their related costs in order to implement the training and educational programs in the next quarter.
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).

There are no anticipated Project challenges or issues for the upcoming quarter that may impact planned progress against the project milestones. We feel that all milestones are achievable and have been planned for during the first quarter of 2011.

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.

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	\$307,300	\$61,460	\$245,840	\$35,301	\$7,060	\$28,241	\$71,301	\$14,260	\$57,041
b. Fringe Benefits	\$82,971	\$16,594	\$66,377	\$9,531	\$1,906	\$7,625	\$19,251	\$3,850	\$15,401
c. Travel	\$13,050	\$13,050	\$0	\$3,793	\$2,244	\$1,549	\$5,393	\$3,844	\$1,549
d. Equipment	\$129,200	\$0	\$129,200	\$104,550	\$0	\$104,550	\$114,450	\$0	\$114,450
e. Supplies	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0
f. Contractual	\$358,035	\$433	\$357,602	\$15,099	\$0	\$15,099	\$62,099	\$0	\$62,099
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$983,988	\$353,411	\$630,577	\$336,954	\$35,663	\$301,291	\$403,919	\$52,918	\$350,881
i. Total Direct Charges (sum of a through h)	\$1,875,044	\$445,448	\$1,429,596	\$505,228	\$46,873	\$458,355	\$676,413	\$74,872	\$601,421
j. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. TOTALS (sum of i and j)	\$1,875,044	\$445,448	\$1,429,596	\$505,228	\$46,873	\$458,355	\$676,413	\$74,872	\$601,421

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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