

RECIPIENT NAME: Crook, County of

AWARD NUMBER: 41-41-B10525

DATE: 04/28/2011

OMB CONTROL NUMBER: 0660-0037  
EXPIRATION DATE: 12/31/2013

### QUARTERLY PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS

General Information		
<b>1. Federal Agency and Organizational Element to Which Report is Submitted</b>  Department of Commerce, National Telecommunications and Information Administration	<b>2. Award Identification Number</b>  41-41-B10525	<b>3. DUNS Number</b>  137183703
<b>4. Recipient Organization</b>  Crook, County of 498 SE Lynn Boulevard, Prineville, OR 97754-2840		
<b>5. Current Reporting Period End Date (MM/DD/YYYY)</b>  03-31-2011	<b>6. Is this the last Report of the Award Period?</b>  <input type="radio"/> Yes <input checked="" type="radio"/> No	
<b>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.</b>		
<b>7a. Typed or Printed Name and Title of Certifying Official</b>  Andrew Spreadborough	<b>7c. Telephone (area code, number and extension)</b>	
	<b>7d. Email Address</b>  aspreadborough@coic.org	
<b>7b. Signature of Certifying Official</b>  Submitted Electronically	<b>7e. Date Report Submitted (MM/DD/YYYY):</b>  04-28-2011	

**Project Indicators (This Quarter)**

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

First Quarter 2011 activities included: The Crook County - Central Oregon Community College Computer and Education Center construction groundbreaking event was held on January 24, 2011. Construction began on January 11, 2011. Construction is 24% complete through the end of the quarter.

Educational courses were started during the first quarter. Since construction of the PCC facility is not complete, classes over the next 3 quarters will be offered in a temporary facility. During the first quarter of 2011, the following classes were offered: BA 101 (Intro to Business); MTH 60 (Algebra 1); HD 100CS (College Success); and WR 65 (Rhetorical/Critical Thinking II). A total of 86 students were enrolled. Note: Actual classes offered are different than those listed in the BTOP application. The class offerings were determined based on the demonstrated needs of the community.

The PCC IT hardware and furnishings are in the process of being selected.

The "BIT Mobile" mobile classroom retrofit work began in quarter 1, 2011.

First quarter federal expenditures:

- Contractor payment for grant management, reporting and labor standards monitoring
- "Bit Mobile" RV retrofit work
- Construction expenses
- Miscellaneous construction fees, architectural services, and testing

**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	18	Construction started 1-2 months later than anticipated
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).**

No challenges. The overall project timeline is behind 1-2 months due to construction beginning later than anticipated. Project will proceed on schedule from this point forward.

**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 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	0	n/a

	Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
4.b.	Average users per week (NOT cumulative)	0	n/a
4.c.	Number of PCCs with upgraded broadband connectivity	0	n/a
4.d.	Number of PCCs with new broadband wireless connectivity	0	n/a
4.e.	Number of additional hours per week existing and new PCCs are open to the public as a result of BTOP funds	0	n/a

**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
College Success	22	18	396
Intro to Business	44	27	1,118
Rhetorical/Critical Thinking	44	18	792
Algebra 1	44	23	1,012

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).**

Construction will continue during Q2 2011. Construction completion is planned to occur during Q3 2011.

The Bit Mobile retrofit work will also continue during Q2. Completion is targeted for July.

Classes will continue be offered during Q2. Scheduled classes: BA 239, SOC 201

**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	40	n/a
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).**

No challenges or issues anticipated during Q2 2011.

### 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.

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	\$1,073,244	\$179,264	\$893,980	\$26,420	\$13,320	\$13,100	\$50,000	\$25,000	\$25,000
b. Fringe Benefits	\$628,760	\$95,624	\$533,136	\$13,012	\$6,560	\$6,452	\$24,000	\$12,000	\$12,000
c. Travel	\$36,168	\$0	\$36,168	\$3,776	\$0	\$3,776	\$4,000	\$0	\$4,000
d. Equipment	\$1,040,657	\$0	\$1,040,657	\$51,850	\$0	\$51,850	\$360,000	\$0	\$360,000
e. Supplies	\$20,375	\$0	\$20,375	\$4,013	\$2,558	\$1,455	\$5,000	\$3,000	\$2,000
f. Contractual	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
g. Construction	\$2,934,748	\$1,551,000	\$1,383,748	\$920,623	\$533,275	\$387,348	\$1,850,000	\$1,250,000	\$600,000
h. Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
i. Total Direct Charges (sum of a through h)	\$5,733,952	\$1,825,888	\$3,908,064	\$1,019,694	\$555,713	\$463,981	\$2,293,000	\$1,290,000	\$1,003,000
j. Indirect Charges									
k. TOTALS (sum of i and j)	\$5,733,952	\$1,825,888	\$3,908,064	\$1,019,694	\$555,713	\$463,981	\$2,293,000	\$1,290,000	\$1,003,000

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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