

**QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION**

**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>  41-43-B10593	<b>3. DUNS Number</b>  052226800
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**4. Recipient Organization**  
  
 PORTLAND STATE UNIVERSITY 1633 SW Park Avenue, PORTLAND, OR 97201-3218

<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
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**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>7a. Typed or Printed Name and Title of Certifying Official</b>  Stephen Reder  University Professor	<b>7c. Telephone (area code, number and extension)</b>  (503) 725-3999
	<b>7d. Email Address</b>  reders@pdx.edu

<b>7b. Signature of Certifying Official</b>  Submitted Electronically	<b>7e. Date Report Submitted (MM/DD/YYYY):</b>  05-31-2011
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**Project Indicators (This Quarter)**

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

Activities for the quarter ending March 31, 2011 include: continued development, field testing, and revision of Learning Plans (LPs) for both new-to-broadband Learners and the tutors who will assist them, including: the Digital Literacy LPs (7), Broadband Consumer Education LPs (4) and the Tutor Training LPs (4); meeting of the Design Team in St. Paul, MN (2/3-2/4) to discuss field testing feedback and revisions; convened the Learner Web (LW) BTOP National Leadership Team meeting in Portland, OR (3/10-3/11) for further review of LPs, discussion of project management strategies, BTOP eligible Learner recruitment, implementation planning & initial planning for the Career Pathways LPs; completed custom development of online time clock to track volunteer time match; trained partners on use of LW & online time clock; began process of translating LPs into Spanish (60% complete at 3/31); completed development of LW software features designed to support the LW BTOP project.

**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	8	
2.b.	Equipment / Supply Purchases	-	Progress reported in Question 4 below
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).**

Our sub recipient in New Orleans has had difficulty finalizing contracts with local partners. Some project activities at that site have been delayed as a result.

**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
NA	Oregon	SBA service delivery will begin April 1, 2011. This quarter was spent finalizing SBA training material and implementation plans.	0	0	0	0
<b>Total:</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**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).**

SBA digital literacy and broadband training will include creation of an e-mail account, e-mail training and practice completing online forms. Participants will be notified that PSU will contact them and ask them to complete an online survey. By periodically distributing the surveys we will be able to determine which participants were broadband adopters and subscribers.

**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).**

NA

**4d. Please provide the number of households and the number of businesses and CAIs receiving discounted broadband service as result of BTOP funds.**

<b>Households:</b> 0	<b>Businesses and CAIs :</b> 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).**

We are very excited to launch SBA service delivery activities beginning April 1, 2011. Our accomplishments for the coming quarter will include: training tutors using Learner Web BTOP content, scheduling these tutors to offer assistance in over 70 computer labs nation wide, using Learner Web to train hundreds of new-to-computer and new-to-broadband participants in critical areas of digital & broadband literacy (in both English and Spanish), deploying regionally customized content to these users, developing Learner Web content to connect participants to local career pathways opportunities.

**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	12	
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).**

Due to the difficulties our sub recipient in New Orleans has had finalizing contracts with local partners, the milestone completion goals for the Q4 PPR may be below our baseline projections.

