

**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>  32-42-B10014	<b>3. DUNS Number</b>  148299733
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**4. Recipient Organization**  
  
 Las Vegas-Clark County Urban League 930 W. Owens Ave., Las Vegas, NV 89106

<b>5. Current Reporting Period End Date (MM/DD/YYYY)</b>  06-30-2012	<b>6. Is this the last Report of the Award Period?</b>  <p style="text-align: right;"><input type="radio"/> Yes    <input checked="" type="radio"/> No</p>
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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>  Lavonne Lewis  Chief Operating Officer	<b>7c. Telephone (area code, number and extension)</b>  (702) 636-3949 X118
	<b>7d. Email Address</b>  llewis@lvul.org

<b>7b. Signature of Certifying Official</b>  Submitted Electronically	<b>7e. Date Report Submitted (MM/DD/YYYY):</b>  08-07-2012
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**Project Indicators (This Quarter)**

**1. Please describe significant project accomplishments completed during this quarter (600 words or less).**  
Public Computer Centers were open and operational. User logins exceeded 79,000. Saturday hours of operation were expanded. Additional activities included outreach to the Clark County School District, the Southern Nevada Health District, the Nevada Division of Welfare and Social Services, the Social Security Administration, the Metropolitan Police Department, and Vegas PBS. Focus groups and other evaluation activities were conducted with program participants. Two Public Service Announcements were taped by Vegas PBS in coordination with the Southern Nevada Health District. Volunteer recruitment efforts continued. Efforts to develop partnerships with the private sector continued. Sustainability meetings were conducted.

**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	80	Reduced staffing for part of the quarter caused lower expenditures than planned. New employees were added late in the quarter.
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).**  
N/A

**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	236	N/A
4.b.	Average users per week (NOT cumulative)	6,150	Average users are recorded logins.
4.c.	Number of PCCs with upgraded broadband connectivity	30	n/A
4.d.	Number of PCCs with new broadband wireless connectivity	29	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	596	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
Introduction to Computers	2	742	1,484
Introduction to the Internet	2	424	848
Introduccion a Computadoras	2	579	1,158
Introduccion a la Internet	2	549	1,098
Keyboarding	1	231	231
Improve Typing Skills	1	186	186
Windows 7	1	50	50
Facebook	2	19	38
Resume Building	2	100	200
Dropbox	1	0	0
eBay	1	0	0
Gmail	2	19	38
Interview Preparation	2	2	4
Laptop Basics	2	17	34
Craigslist	2	0	0
Digital Photography	2	0	0
Google Forms	1	0	0
Online Job Search	2	234	468
Citizenship	8	151	1,208
ESL	2	257	514
Introduction to MS Publisher	1	64	64
Social Service Networking	1	8	8
Introduction to Microsoft Powerpoint	2	376	752
Introduction to Microsoft Access	2	0	0
Introduction to Microsoft Excel	2	506	1,012
Advanced Microsoft Excel	2	68	136
Introduccion a Excel en Espanol	2	424	848
Introduction to Microsoft Word	2	412	824

RECIPIENT NAME:Las Vegas-Clark County Urban League

AWARD NUMBER: 32-42-B10014

DATE: 08/07/2012

OMB CONTROL NUMBER: 0660-0037

EXPIRATION DATE: 12/31/2013

Intermediate Microsoft Word	2	32	64
Microsoft Word en Espanol	2	477	954

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).**  
 Continue focus on office skills and job readiness, including typing training. Expand Microsoft Office Specialist certification training. Launch training for Nevada Food Handler Cards. Launch youth literacy initiative. Enhance inbound and outbound participant referral process. Continue to pursue sustainability beyond January 31, 2013.

**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	90	Expenditures will remain slightly below Baseline Plan in order for the public computer centers to remain open and training available until the end of the grant period.
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).**

Challenges anticipated during the next quarter will be preparing for grant close out and the transition to computer center operations without BTOP support.

**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	\$2,973,630	\$0	\$2,973,630	\$2,473,650	\$0	\$2,473,650	\$2,798,650	\$0	\$2,798,650
b. Fringe Benefits	\$728,540	\$0	\$728,540	\$442,661	\$0	\$442,661	\$528,746	\$0	\$528,746
c. Travel	\$39,769	\$0	\$39,769	\$25,248	\$0	\$25,248	\$28,350	\$0	\$28,350
d. Equipment	\$225,454	\$0	\$225,454	\$257,409	\$0	\$257,409	\$257,409	\$0	\$257,409
e. Supplies	\$192,330	\$19,800	\$172,530	\$89,989	\$0	\$89,989	\$102,000	\$0	\$102,000
f. Contractual	\$166,750	\$0	\$166,750	\$51,661	\$0	\$51,661	\$58,000	\$0	\$58,000
g. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Other	\$2,590,550	\$2,216,260	\$374,290	\$2,185,064	\$1,775,696	\$409,368	\$2,397,996	\$1,972,996	\$425,000
i. Total Direct Charges (sum of a through h)	\$6,917,023	\$2,236,060	\$4,680,963	\$5,525,682	\$1,775,696	\$3,749,986	\$6,171,151	\$1,972,996	\$4,198,155
j. Indirect Charges									
k. TOTALS (sum of i and j)	\$6,917,023	\$2,236,060	\$4,680,963	\$5,525,682	\$1,775,696	\$3,749,986	\$6,171,151	\$1,972,996	\$4,198,155

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: \$16
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