



OMB Control No. 0660-0048 Expiration Date: 07/31/2025

## CONNECTING MINORITY COMMUNITIES PILOT PROGRAM PERFORMANCE (TECHNICAL) REPORT

## GENERAL INFORMATION

GENERAL	Recipient Organization:	Mercy College	Award Identification Number:	36-09-C13090
	Recipient Street Address:	555 Broadway	Report Submission Date (MM/DD/YYYY):	10/28/2022
	City, State, Zip Code:	Dobbs Ferry, NY 10522	Final Report	Yes <input type="checkbox"/>
	DUNS/UEI Number:	044827764/N123YUVWUJK1		No <input checked="" type="checkbox"/>
	Period of Performance Start Date (MM/DD/YYYY):	08/01/2022	Period of Performance End Date (MM/DD/YYYY):	07/31/2024
	Report Period Start Date (MM/DD/YYYY):	08/01/2022	Report Period End Date (MM/DD/YYYY):	09/30/2022

## GENERAL PROJECT INFORMATION

1a	What key milestones have been achieved in the past six months?
	1. We have worked with various vendors to identify whether they have sufficient laptop inventory available for procurement; 400 laptops are scheduled to be procured and we have confirmed that they are available for purchase. 2. Outreach has been made to local agencies to support engagement of learners in target communities for training opportunities. 3. We have identified content to be licensed for training programs.
1b	What barriers or challenges have you encountered in the course of achieving your project milestones?
	1. We have been working to identify qualified personnel to fill Project Coordinator position in a timely fashion. Initially, we thought we would outsource project management to an external vendor, but that proved not to be cost effective. Therefore, we will be posting the available position with our Human Resources department in the next week or two to hire someone internally.
1c	Please describe any issues anticipated during the next reporting period that may impact planned progress against the project milestones. In particular, please identify any areas or issues where technical assistance from NTIA may be useful.
	1. We are working to get staffing in place for the Project Coordinator and the technical position for desktop support as well as the PACT support team members. We find, in general, that hiring qualified staff members takes more time and is more expensive post-pandemic, so we hope to be able to stay in budget. 2. Communication to the general public would be best served by materials or guidance from NTIA with respect to media outreach. Therefore, we would like to request a copy of the Media Kit if it is available. 3. We would like to request some minor budget revisions to our approved budget to set aside some resources for needs not originally identified when making application such as funds for credentialing licensing costs as well as for advertising and outreach expenses for the credentialing program. A budget revision request has just been submitted to Cameron Lewis, our program officer.
1d	What notable successes have been achieved in the project, thus far?
	1. Internal organization and planning for the procurement and distribution of the technical devices is well underway. 2. We have developed job descriptions for the Project Coordinator and technical support positions, which is the first step prior to posting the positions publicly on the Mercy website.
1e	Please describe significant project milestones planned for completion during the next reporting period.
	1. Hiring a qualified Project Coordinator to support the initiative is key. 2. We expect to procure and distribute the first 400 laptop devices in the next six months. 3. We plan to hold launch events in anchor communities to support the training programs. These launch events will present our curricula offerings to prospective partner organizations and program participants.
1f	Is this project a consortium project?
	No

## ORGANIZATIONAL PARTNERS

2a	Please use the following table to list your organizational partners, the type of organization, the organization's role in completion of project activities, and whether or not the partner has changed their involvement or role in the project within the past six months.			
	PARTNER NAME	Partner Type	Partner Role	Change in Past Six Months?
	Westchester County Association	Not-for-Profit 501(c)3	Communication and Identification of additional partners for outreach purposes	No
	Nonprofit Westchester	Not-for-Profit 501(c)3	Communication and Identification of additional partners for outreach purposes	No
	Verizon Wireless	Private Entity	Mobile Broadband Services	No
	Hewlett-Packard (HP)	Private Entity	Computer Equipment	No
	CDW-G	Private Entity	Computer Equipment	No
	Ellucian	Private Entity	Project Coordination	No
	Follet	Private Entity	Asset Distribution/Logistics	No
	FedEx	Private Entity	Shipping	No

2b	If you selected "Community Anchor Institution" or "Community-Based Organization" for any of the listed partner organizations, please specify.
	N/A


2c	What barriers or challenges have you encountered in the course of working with any of these project partners that may impact the goals or outcomes of the project?
	All partners have been responsive to our requests for information, and we look forward to continuing our partnership with each of them.

## REMOTE LEARNING INFRASTRUCTURE

3a	What types of technology (hardware, software, online platforms) have you deployed to facilitate and improve remote learning infrastructure?				
	TECHNOLOGY NAME	Technology Type	Technology Description	Total Cost	
	N/A				
3b	What types of professional development training have you implemented to facilitate and improve remote learning infrastructure and IT management?				
	Professional Development Training Type	Number of Participants	Professional Development Training Description		
	N/A				
3c	What percentage of classes are currently offered remotely?	0.00%			
3d	What percentage of classes are currently offered using a hybrid model?	0.00%			
ANCHOR COMMUNITY ADOPTION					
4a	List the anchor community activities your project has completed in the last six months, and the results of those activities.				
	Anchor Community Activity	Census Tract	Target Beneficiary	Target Output for Next Six Months	
	N/A				
4b	Please use the following table to record the requested values for indicators of community broadband adoption. The field "Other outcome not listed here:" may be edited to record an indicator of community adoption you wish to provide to NTIA that may not have been specifically requested.				
	Community Adoption Indicator	Baseline	Current		
	Number of participants enrolled in community-based	N/A			
	Number of participants who have completed community-based programs	N/A			
	If applicable, number of participants who have obtained jobs following completion of a community-based program	N/A			
	Number of anchor community members with a broadband subscription	800	None to date		
	Other outcome not listed here:	N/A			
4c	Did the 15-mile radius present any barriers or challenges in the delivery of services, scope of the project, project outcomes, etc.?				
	N/A				
	How were these barriers or challenges resolved to meet the project's expected goals?				
N/A					
BROADBAND INTERNET AND DEVICES					
Describe the Internet Devices which have been acquired with CMC-provided funds.					
	Number of Devices Purchased	Loaned or Donated?	Device Type	Total Cost	Recipient

5a	N/A						
5b	If you defined any Device Type as "Other," please explain. N/A						
5c	Describe the Broadband Subscriptions which have been acquired with CMC-provided funds.						
	<b>Number of Subscriptions</b>	<b>Provider Type</b>	<b>Average Cost to Recipient</b>	<b>Total Cost to Institution (If Applicable)</b>	<b>Recipient</b>	<b>Speed</b>	
	N/A						
5d	Describe the Broadband Deployments which have been undertaken with CMC-provided funds.						
	<b>Location</b>	<b>Location Type</b>	<b>Network Type</b>	<b>Deployment Cost</b>	<b>Ongoing Cost</b>	<b>Description</b>	
	N/A						
5e	What barriers or challenges have you encountered in the course of implementing project elements associated with the purchase and distribution of Internet Devices? N/A. Once procurement is completed, we will have a better sense of barriers or challenges in procurement and distribution.						
5f	What barriers or challenges have you encountered in the course of implementing project elements associated with the purchase and distribution of broadband subscriptions? N/A. Once procurement is completed, we will have a better sense of barriers or challenges in procurement and distribution.						
5g	What barriers or challenges have you encountered in the course of implementing project elements associated with the purchase and deployment of broadband networks? N/A. This program will procure and disribute 5g mobile wireless broadband hotspots and will not be installing broadband networks.						
DIGITAL SKILLS AND WORKFORCE DEVELOPMENT							
6a	What types of digital skills or workforce development were offered?						
	<b>Type of Training</b>	<b>Number of Participants</b>	<b>Participants Who Completed Training</b>	<b>Participant Type</b>	<b>Training Objectives</b>	<b>Training Objectives Met?</b>	<b>College Credit Awarded?</b>
	N/A						
6b	Were participants awarded a certification upon completion of training? If so, describe the certification and the number of recipients? N/A						
	What barriers or challenges have you encountered in the course of implementing project elements associated with digital skills training?						

6c	N/A. The digital skills training has not been formally launched to the anchor communities.		
MEASUREMENT AND EVALUATION			
7a	Describe performance measurements utilized to evaluate the project's effectiveness or the benefits delivered to project beneficiaries		
	Project Purpose	Benefit	Beneficiary
	Digital skills credentialling	Provide career readiness in high demand digital skills positions	Community Members
	Provide digital access in support of educational advancement	Provide digital connectivity	Students
7b	Describe performance measurements utilized to evaluate the project's impact on digital equity.		
	Project Purpose	Benefit	Beneficiary
	Provide career readiness in high demand digital skills positions	tech skills credentialling	Community Members
7c	<p>How did these activities align with your CMC project narrative goals?</p> <p>These initiatives directly align with the CMC project narrative goals. Mercy College's CMC narrative stated 'Our goal for Project CCAR is to improve student outcomes by expanding broadband internet access, connectivity, and digital inclusion that will facilitate educational instruction and learning, including through remote instruction.' Developing and providing digital skills credentialling will provide the training necessary for students to participate in today's technical career market. Providing digital access by means of a laptop device and Internet connectivity will allow the participants to have remote access to instruction while gaining exposure to modern tools (laptop/software) required in the workplace today, thus facilitating educational instruction and learning. These combined activities working toward the goal of improving student outcomes.</p>		
7d	<p>Are these activities on track to meet these goals within the timeline? If not, what is the plan to meet these activities' goals within the timeline?</p> <p>Yes, these activities are on track to meet these goals within the timeline.</p>		
7e	<p>If not, what steps will be implemented to meet those goals and outcomes over the next 6 months and/or by the end of the period of performance?</p> <p>N/A</p>		
7f	<p>Describe any best practices or lessons-learned obtained at this point in the period of performance of the project.</p> <p>We have found it valuable to communicate the goals and objectives of this initiative to internal community members of the college campus (administration, faculty, staff, and students) as well as the external community to build support and awareness of the benefits for our anchor communities.</p>		
8	Please provide details below on your total budget and total funding expended to date for each budget element, including detailed disbursements of federal funds obligated from project inception through end of this reporting period. Figures should be reported cumulatively from the award start date to the end of the applicable reporting period.		
	Grant Program, Function, or Activity	ACTUAL BUDGET	Total Funds Expended
	8a. Personnel	\$ 320,000.00	\$ -
	8b. Fringe Benefits	\$ 101,760.00	\$ -
	8c. Travel	\$ -	\$ -
	8d. Equipment	\$ -	\$ -
	8e. Supplies	\$ 570,000.00	\$ -
	8f. Contractual	\$ 392,584.00	\$ -
	8g. Construction	\$ -	\$ -
	8h. Other	\$ 550.00	\$ -
	8i. Total Direct Charges (sum of 8a thru 8h)	\$ 1,384,894.00	\$ -
	8j. Indirect Charges	\$ 204,800.00	\$ -

	8k. Totals (sum of 8i+8j)	\$	1,589,694.00	\$	-
CERTIFICATION	I certify to the best of knowledge and belief that this report is correct and complete for performance of activities for the purposes set forth in the award documents.				
	Typed or printed name and title of Authorized Certifying Official:		Telephone (area code, number, and extension):		
	Eva Fernandez, Provost and Vice President for Academic Affairs		914-674-7138		
	Signature of Certifying Official: 		Email Address: <a href="mailto:efernandez@mercy.edu">efernandez@mercy.edu</a>		
			Date:		10/27/2022