



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

Table of Contents

- A. General Application Information**
- B. Eligibility Factors**
- C. Executive Summary**
- D. Project Purpose**
- E. Project Benefits**
 - E-1 - Expanding Broadband Public Computer Center Capacity**
 - E-2 - Project Benefits – Sustainable BroadBand Adoption**
- F. Project Viability**
- G. Project Budget & Sustainability**
- H. DOC Environmental Checklist**
- I. Compliance and Certification**
- J. Uploads**



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

A. General Application Information

I. Applicant Information

1-A. Name, Address, and Federal ID for Applicant

i. Legal Name:	Housing Authority of the County of San Bernardino
ii. Employer/Taxpayer Identification Number (EIN/TIN):	956001632
Street 1:	715 E Brier Drive
Street 2:	
City:	San Bernardino
County:	San Bernardino
State:	CA
Country	United States
Zip/Postal Code:	92408-2841

1-B. Name and Contact Information of Person to be Contacted on Matters Involving this Application:

Prefix:	
First Name:	Marcia
Middle Name:	
Last Name:	Waggoner
Suffix:	
Telephone Number:	909-890-0644
Fax Number:	866-902-9745
Email:	mwaggoner@hacsb.com
Title:	Deputy Executive Director

1-C. Other Required Identification Numbers



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM		Easygrants ID: 2131	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption		Applicant Organization: Housing Authority of the County of San Bernardino	
Task: Submit Application - Non-Infrastructure Programs		Applicant Name: Marcia Waggoner	

i. Organizational DUNS:	118390368
ii. CCR # (CAGE):	391R0
iii. Funding Opportunity Number:	2
iv. Catalog of Federal Domestic Assistance Number:	BTOP CFDA Number: 11.557 BTOP CFDA Title: Broadband Technology Opportunities Program

1-D. Organization Classification

Local, State, or Other Government Entity

1-E. Applicant Federal Debt Delinquency Explanation

Is the Applicant Delinquent On Any Federal Debt?
No

Federal debt delinquency Explanation:

1-F. Congressional Districts of:

Applicant: California - 43

Program/Project
California - 25
California - 26
California - 41
California - 42
California - 43



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM		Easygrants ID: 2131	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption		Applicant Organization: Housing Authority of the County of San Bernardino	
Task: Submit Application - Non-Infrastructure Programs		Applicant Name: Marcia Waggoner	

2. Project Title and Project Description

2-A. Project Title : Transforming Neighborhood Network Centers for Job Creation and Broadband Access

2-B. Project Description: This project will enhance five computer centers in Public Housing sites in four cities. The project will improve broadband access through dedicated T1s, and increase capacity through new stations, the addition of the Mac platform, and expanded hours. The centers will become strategic facilities delivering workforce training and online education access for low-income persons.

3. Project Type

Classify the particular project type for which you are seeking federal funding.

Project Type: Public Computer Center

Project ID: 2

4. Application ID for Multiple Submissions for Identified Service Areas

5. Estimated Funding (\$):

Estimated Funding (\$):	
Federal	1,239,980
Applicant	200,000
State	
Local	300,000
Other	
Program Income	
Total	1,739,980

B. Eligibility Factors



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

6. Eligibility Factors.

The application must be completed fully, and all required supplemental documentation must be attached.
Applicants must commit to substantially completing their Project (as defined in the NOFA) within two years of the award date, and completing the Project within three years of the award date.
Applicants must credibly demonstrate that their Project advances at least one of the five statutory purposes for BTOP.
Applicants must demonstrate that but for Federal funding they would not have been able to complete their project during the grant period.
The budget for the project must be reasonable and all costs must be eligible.

6-d. Applicant is providing matching funds of at least 20 percent towards to the total eligible project costs or is requesting a waiver of the matching requirements.

Yes

Matching Fund Waiver Request Explanation

C. Executive Summary

7. Executive Summary of Overall Proposal:

a. Need addressed: This project addresses a need for enhanced access to broadband and computer access for low-income populations across the County of San Bernardino in the State of California. Because the County is so large, it is difficult for a single organization to deliver



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

services to most of the population. However, the Housing Authority of the County of San Bernardino (HACSB) has Neighborhood Networks computer centers (NNCs) in five sites covering four major cities, and is therefore able to serve large numbers of vulnerable populations including persons with low income, the unemployed, and people with disabilities. This project will address the limitations of these centers, expand access to the general public, and will transition the centers to self-sustaining status as well.

b. Approach: The proposed project will revamp the existing computer centers through the installation of dedicated T1s, and will increase capacity through new stations, the addition of the Mac platform, and expanded hours of operation. Basic software training will be delivered by Microsoft Certified Professionals, workforce training will be delivered onsite by a contractor, and users will be supported in educational programs by a partner providing matching resources. A nonprofit corporation will also be formed to enable HACSB to secure external grant funding for the centers to sustain operations at the new level.

c. Area to be served: The proposed project will serve residents of the County of San Bernardino, focusing on four cities that have five NNCs (the cities of San Bernardino, Redlands, Colton, and Barstow). The population of the target cities totals 355,713, and HACSB serves 27,637 adults, seniors, and children in sites throughout the County. This number includes 5,142 people with disabilities and 2,365 seniors. Approximately 45% of Public Housing residents are Hispanic, 64% are single-parent families, and 10% have associates or bachelors degrees. HACSB estimates that expanded hours and enhanced on-site programs will increase the average total monthly user visits to 2,240 across the five centers.

d. Qualifications of the applicant: HACSB has successfully implemented programs involving external funding, low-income populations, and technology for many years. HACSB secured competitive HUD funding to establish the NNCs, and is recognized by HUD as a High Performing Public Housing Authority. For this reason, HACSB has been selected to participate in HUD's Moving to Work Program, which requires residents of Public Housing and Section 8 participants to secure employment or enter educational programs leading to employment.

e. Jobs to be saved or created: The project will create five new full-time positions for lab proctors, who will also serve as trainers in Microsoft Office software products as well as Internet use. In addition, the contracted workforce development training company will provide its program to 450 participants, with a target of 70% (n=315) to secure employment post-



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

training. In addition, the local One-Stop partner will provide general supportive services, including assistance with tuition and educational costs to 20 participants per project year.

f. Overall cost: The total project cost is \$1,739,980 over three years, of which \$1,239,980 is requested. HACSB is offering \$200,000 in cash matching, and the One-Stop is offering \$300,000 in-kind. The match is double the required 20%, equaling 40% of the amount requested.

D. Project Purpose

Project Purpose: Recovery Act & BTOP Objectives

8. Project Purpose

Goal and Objectives: The goals of this project are to meet regional needs for Internet and computer access, and to provide job creating strategic facilities via five sites throughout the County of San Bernardino. Staff and contractors/partner organizations will deliver technology training and workforce development programs at these sites, which will also support online learning and academic work (K-14). Objective 1 is to go live by the end of Project Quarter 1 (PQ1), at all sites on expanded 60-hour weeks. Objective 2 is to increase traffic from 727 average user visits/month to 1,800 total/month on average by the end of PQ 6, and to 2,240/per month on average by the end of project quarter 12. Objective 3 is to have 250/500/750 Public Housing and Section 8 participants and members of the general public complete workforce training or academic programs by the end of Project Years 1/2/3.

Significance of problem: The expanse of San Bernardino County is a barrier to service delivery, and for low-income families, it is a barrier to broadband access as well. The County covers 20,052 square miles—an area larger than Massachusetts, Connecticut, Rhode Island, and Delaware combined. The Housing Authority of the County of San Bernardino (HACSB) provides housing and supportive services to 27,637 adults, seniors, and children in sites throughout the County. This number includes 5,142 people with disabilities and 2,365 seniors.

HACSB's services include local computer and Internet access via 5 Neighborhood Networks Centers (NNCs) at 5 Public Housing sites in 4 cities (San Bernardino, Redlands, Colton, and Barstow). The NNCs were established over the past 6 years using funds from competitive HUD grants. NNCs provide computer and Internet access for 727 (duplicated and unduplicated)



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

users/month on average, primarily for school-age children (homework and after-school programs) and for adults (job searches and GED preparation).

The NNCs have always been limited in several ways. Opening hours are 6 hours/day, 4 business days/week, because HACSB has limited resources for staffing. Staff are also limited in their ability to provide user support because part-time work does not attract employees with advanced technology skills. In addition, broadband access is limited because the NNCs share T1 lines with HACSB's remote offices. This means the quality of broadband access is lower for both Public Housing users of the NNCs and for HACSB employees. But to date, this has been the only financially feasible Internet connection for NNCs. To provide better Internet access, HACSB must upgrade the NNCs to T1 connections. To provide enhanced computer access, HACSB is currently replacing all PCs, but needs to add the Mac platform to support children/youth users who use Apples at school. And to ensure adequate user access and support and deliver basic training in workplace software, HACSB needs to hire full-time lab proctors who are Microsoft Certified Professionals (MCPs).

Furthermore, HACSB is participating in HUD's Moving to Work (MtW) program, which requires Public Housing and Section 8 participants to be either employed or in school preparing for employment. 8,914 adults must meet this requirement. Upgrades to the NNCs are crucial to helping these participants access workforce development programs and online learning. HACSB also aims to open NNC access to the general public, which has similar needs: as many as one in four individuals in cities with NNCs lives in poverty.

Given the economy, MtW participants have a pressing need for such programs. The County faces its most serious economic challenge since the 1930s. Key industries have declined drastically: construction received \$12.5 billion in permits in 2005, but will have only \$1.9 billion in 2009. Logistics has lost volume due to US and worldwide recessions, with a negative economic impact of \$1.5 billion, and manufacturing payrolls have declined by \$1.4 billion since 2006. The economic impact is \$28.2 billion in activity out of the region's \$116.0 billion economy—a 24% decline (San Bernardino Associated Governments, Quarterly Report, July 2009).

This has made the job market challenging. Unemployment has increased 258%, from an average of 90,000 (January to June 2007) to 232,500 in May 2009, with the greatest losses in blue collar fields. The available jobs require basic technology, clerical, and soft skills, but 50.5% of the County's residents have never taken a single college class. In a 2007 survey, HACSB determined that only 10% of Public Housing adult residents held an associate's or bachelor's degree.

Degree to which solution addresses the problem and could be replicated: This project could be



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

replicated in any Public Housing site with adequate startup funding and partnerships.

Degree to which problem and proposed solution advance BTOP statutory purposes: The project will “(1) provide broadband access to consumers in unserved areas” because almost no resident of Public Housing has in-home access. It will also “(2) provide broadband education/awareness/training/access/equipment/support to ... job-creating strategic facilities, and vulnerable populations.” With requested funds, NNCs will offer broadband access more than 27,000 HACSB clients, plus a general public that totals 355,713 in four cities.

How this project will reinforce other program objectives: HACSB is a High Performing Housing Authority (i.e., rated 90+% by HUD on management, financial, resident services, and physical properties), and was selected for participation in MtW for this reason. The Self-Sufficiency goal for MtW is to facilitate “opportunities for families and individuals to become self-sufficient and financially independent to transition from dependency on housing subsidies.” Revamped NNCs are crucially important to the 8,914 adults who are required to participate.

9. Recovery Act and Other Governmental Collaboration.

This project will leverage \$200,000 in non-federal cash matching resources from HACSB.

It will also leverage \$300,000 in education, training, and supportive services through a partnership with the San Bernardino Employment and Training Agency.

Moreover, the project will create better learning facilities for existing after school computer and Internet access programs, including the Urban Youth Conservation Corps after school and gang prevention programming for middle school and high school children. This program is funded in part through the National Forest Service (\$32,000/year).

10. Enhanced Services for Health Care Delivery, Education, and Children

This project will enhance educational services for the large number of children in Public Housing by giving them enough bandwidth to access multi-media materials such as streaming media, and by offering them access to Apple computers (only PCs are available at present). Enhanced educational services are very important because HACSB’s 2007 resident survey indicated that there were single parents in 64% of all Public Housing households, and almost half of all residents were minors. HACSB currently provides after school academic enrichment and recreational programming for children who are Public Housing Residents, but bandwidth is limited, and is not conducive to multi-media. In addition, children are working with Apple



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

computers at school, but do not have access to this platform in the NN Centers after school or in the summers. If this application is funded, children will have access to Apple computers at the NNCs near their homes.

11. Small and Disadvantaged Business Involvement

HACSB has entered into agreements in principle with three Small Disadvantaged Businesses for the purpose of this project, as follows:

1. Surveillance, Protection & Investigations Group, Inc., contact Emilio Olguin (909-510-4351, ext. 8101, emilio@thespigroupinc.net);
2. Sunwest Printing, Inc., contact John Lopez (909-885-7599, john@sunwestprint.com); and
3. Clayton-Morrow, Inc., contact Garth Clayton (909-986-9902, gc@claytonmorrow.com).

These agreements appear in the attachments.

E. Project Benefits

E-1 – Expanding Broadband Public Computer Center Capacity

Public Computer Center Capacity, Including Areas and Populations Served

12. Public Computer Centers Availability

The upgraded NN Centers will be available to all members of the general public. No membership dues or other fees will be charged to any user. Programs and services offered at the NN Centers will be open to all unless specific programs have government eligibility requirements such as WIA co-enrollment.

13. Restrictions on Public Computer Center Use

There will be no restrictions to specific purposes for NN Center users. HACSB expects the Centers to be used for job search/applications/training, after school programming, and online classes and other academic purposes, as well as casual Internet surfing and information retrieval.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

14. Public Computer Centers Accessibility

HACSB has 672 residents of Public Housing and 4,452 Section 8 participants with disabilities, and routinely ensures that public facilities meet ADA standards. All NNCs are ADA compliant at present.

If this grant is funded, HACSB will move the Redlands NNC to a larger facility in the same Public Housing site. HACSB staff will complete minor renovations (specifically, doorway widening, ramp, and grab bars in restrooms) to ensure ADA compliance and disability access.

In addition, the IT Director will designate 10% of new equipment for people with disabilities. These resources will provide at least one designated workstation at each NNC with sound cards, enhanced keyboards, and specific software including an on-screen keyboard (ie.e., "Click-N-Type") as well as voice recognition, form fillers, and screen reading software.

HACSB will also make it clear in direct mail publicizing the NNCs that these facilities are ADA accessible.

15. PCC - Center Locations, PCC - Center Capacity, PCC - Size and Scope of Target Audience.

PCC - Center Locations & Center Capacity & Size and Scope of Target Audience.
Public Computer Center: Waterman Gardens Neighborhood Networks Center Address Line 1: 425 Crestview Address Line 2: City : San Bernardino State: CA Zip: 92410
Computer Center Name /Type: Waterman Gardens Neighborhood Networks Center Estimated # of Total Persons in your Service Area (or Specific Population Sub-Group): 104385
Hours Open to Public: Average Hours Open to Public Per 120-hour Business Week: 24 Proposed Hours Open to Public Per 120-hour Business Week:48 Average Hours Open to Public Per 48-hour Weekend: 0 Proposed Hours Open to Public Per 48-hour Weekend:12



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

Broadband Workstations:
Current # of Broadband Workstations: 10
Proposed # of Broadband Workstations: 15

Facility Broadband Connection Speed (MBps):
Current Facility Broadband Connection Speed (MBps): .64
Proposed Facility Broadband Connection Speed (MBps): 1.50

of Persons Served:
of Persons served per 120-hour business week (current): 27
of Persons served per 120-hour business week (proposed target): 70
of Persons served per 48-hour weekend (current): 0
of Persons served per 48-hour weekend (proposed target): 30

Public Computer Center: Medical Center Neighborhood Networks Center
Address Line 1: 906 Wilson
Address Line 2:
City : San Bernardino
State: CA
Zip: 92411

Computer Center Name /Type: Medical Center Neighborhood Networks Center
Estimated # of Total Persons in your Service Area (or Specific Population Sub-Group): 104385

Hours Open to Public:
Average Hours Open to Public Per 120-hour Business Week: 24
Proposed Hours Open to Public Per 120-hour Business Week:48
Average Hours Open to Public Per 48-hour Weekend: 0
Proposed Hours Open to Public Per 48-hour Weekend:12

Broadband Workstations:
Current # of Broadband Workstations: 10
Proposed # of Broadband Workstations: 20

Facility Broadband Connection Speed (MBps):
Current Facility Broadband Connection Speed (MBps): .64
Proposed Facility Broadband Connection Speed (MBps): 1.50

of Persons Served:
of Persons served per 120-hour business week (current): 68
of Persons served per 120-hour business week (proposed target): 120



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

of Persons served per 48-hour weekend (current): 0
 # of Persons served per 48-hour weekend (proposed target): 50

Public Computer Center: Redlands Neighborhood Networks Center
 Address Line 1: 803 Brockton
 Address Line 2:
 City : Redlands
 State: CA
 Zip: 92374

Computer Center Name /Type: Redlands Neighborhood Networks Center
 Estimated # of Total Persons in your Service Area (or Specific Population Sub-Group): 70127

Hours Open to Public:
 Average Hours Open to Public Per 120-hour Business Week: 24
 Proposed Hours Open to Public Per 120-hour Business Week:48
 Average Hours Open to Public Per 48-hour Weekend: 0
 Proposed Hours Open to Public Per 48-hour Weekend:12

Broadband Workstations:
 Current # of Broadband Workstations: 10
 Proposed # of Broadband Workstations: 20

Facility Broadband Connection Speed (MBps):
 Current Facility Broadband Connection Speed (MBps): .64
 Proposed Facility Broadband Connection Speed (MBps): 1.50

of Persons Served:
 # of Persons served per 120-hour business week (current): 27
 # of Persons served per 120-hour business week (proposed target): 80
 # of Persons served per 48-hour weekend (current): 0
 # of Persons served per 48-hour weekend (proposed target): 30

Public Computer Center: Colton Neighborhood Networks Center
 Address Line 1: 772 Pine Street
 Address Line 2:
 City : Colton
 State: CA
 Zip: 92324

Computer Center Name /Type: Colton Neighborhood Networks Center



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM		Easygrants ID: 2131	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption		Applicant Organization: Housing Authority of the County of San Bernardino	
Task: Submit Application - Non-Infrastructure Programs		Applicant Name: Marcia Waggoner	

Estimated # of Total Persons in your Service Area (or Specific Population Sub-Group): 52421

Hours Open to Public:

Average Hours Open to Public Per 120-hour Business Week: 24
Proposed Hours Open to Public Per 120-hour Business Week: 48
Average Hours Open to Public Per 48-hour Weekend: 0
Proposed Hours Open to Public Per 48-hour Weekend: 12

Broadband Workstations:

Current # of Broadband Workstations: 10
Proposed # of Broadband Workstations: 10

Facility Broadband Connection Speed (Mbps):

Current Facility Broadband Connection Speed (Mbps): .64
Proposed Facility Broadband Connection Speed (Mbps): 1.50

of Persons Served:

of Persons served per 120-hour business week (current): 57
of Persons served per 120-hour business week (proposed target): 80
of Persons served per 48-hour weekend (current): 0
of Persons served per 48-hour weekend (proposed target): 20

Public Computer Center: Barstow Neighborhood Networks Center

Address Line 1: 932 Lassen Drive

Address Line 2:

City : Barstow

State: CA

Zip: 92311

Computer Center Name /Type: Barstow Neighborhood Networks Center

Estimated # of Total Persons in your Service Area (or Specific Population Sub-Group): 24395

Hours Open to Public:

Average Hours Open to Public Per 120-hour Business Week: 24
Proposed Hours Open to Public Per 120-hour Business Week: 48
Average Hours Open to Public Per 48-hour Weekend: 0
Proposed Hours Open to Public Per 48-hour Weekend: 12

Broadband Workstations:

Current # of Broadband Workstations: 10
Proposed # of Broadband Workstations: 10



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

Facility Broadband Connection Speed (MBps):
 Current Facility Broadband Connection Speed (MBps): .64
 Proposed Facility Broadband Connection Speed (MBps): 1.50

of Persons Served:
 # of Persons served per 120-hour business week (current): 28
 # of Persons served per 120-hour business week (proposed target): 55
 # of Persons served per 48-hour weekend (current): 0
 # of Persons served per 48-hour weekend (proposed target): 25

16. PCC- SBA Population Demographics

Age Distribution
Age Distribution: 50-59
Age Distribution: 40-49
Age Distribution: 30-39
Age Distribution: 20-29
Age Distribution: 5-19

Ethnicity or ethnicities
Ethnicity: Hispanic
Ethnicity: Non-Hispanic White
Ethnicity: Non-Hispanic Black
Ethnicity: Non-Hispanic American Indian
Ethnicity: Non-Hispanic Asian
Ethnicity: Non-Hispanic Hawaiian or Pacific Islander



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

Ethnicity: Non-Hispanic Other
Ethnicity: Two or More Races

Gender
Gender: Female
Gender: Male

Median Household Income
Median Household Income: Less than \$9,999
Median Household Income: \$10,000 - \$14,999
Median Household Income: \$15,000 - \$24,999
Median Household Income: \$25,000 - \$34,999

Educational Levels
Educational Levels: None
Educational Levels: Elementary - Kindergarten - Grade 5
Educational Levels: Middle - Grade 6 to Grade 8
Educational Levels: Secondary - Grade 9 to Grade 12
Educational Levels: College

Disabilities status



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

Disabilities status : A condition that substantially limits one or more basic physical activities such as walking, climbing stairs, reaching, lifting or carrying

Disabilities status : A physical, mental or emotional condition lasting 6 months or more

Unemployment Rate

Unemployment Rate: 74.00

Language

Language : English - Primary

Language : English - Second Language

Language : Non-English Speakers

17. Public Computer Centers Outreach

HACSB will conduct outreach to ensure usage of the upgraded Neighborhood Networks Centers (NNCs) through multiple channels:

(1) HACSB will contract a local Small Disadvantaged Business (Sunwest Printing) to create banners and posters for display throughout HACSB’s Public Housing sites. This signage will create awareness of new broadband resources among all residents of Public Housing. Signage will also be repeated periodically to create awareness among new residents.

2. HACSB will conduct outreach by direct mail in English and Spanish to every family on HACSB’s client list. Since the list is always current and is maintained in electronic format, this is the easiest way to reach every participant in Public Housing and Section 8 programs (n=27,637). Mailings will: announce the opening of newly upgraded broadband access centers; communicate details on services such as Internet access, word processing software, email accounts, etc., routinely available to different age groups and populations, including non-English speakers and people with disabilities; hours of open labs; explain how to obtain an email address; announce HACSB training workshops in Word, Excel, Outlook, and Internet browsers and search engines; and announce educational opportunities and training provided at



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

NNCs by partners (i.e., the One-Stop, Work Image Network, etc.), including how to use the Internet for job searches and applications, and how to write a strong resume).

3. The Resident Services Coordinators will provide face-to-face outreach, informing residents of Public Housing of broadband access, and referring them to NNCs for training as part of their individual plans.

4. New full-time and part-time lab monitors will help visitors to the NNCs set up Internet email accounts, and the direct mail service will use this list of email addresses for email blasts (in English and Spanish) about upcoming training, education, and other services offered through the NNCs.

5. HACSB will publicize the availability of NNCs to the general public in local newspapers, and through collaborating agencies including County agencies serving low-income populations.

Together, these strategies will create “top of mind” awareness in HACSB’s service population through a series on ongoing public and personal contacts. This awareness will cause HACSB’s clients to think of the NNCs first for any of their information access, technology, or skills development needs.

Public Computer Center Capacity: Training and Educational Programs

18. Public Computer Centers Peripherals and Equipment

Personal computing peripherals will include 19” screens and a networked black and white laserjet. Each station will be connected to the new T1s for broadband access at or above NTIA/BTOP required levels.

19. Public Computer Centers Workstation Software

PCs at all sites are being replaced now using HUD funding. PCs have the following configuration: Intel Duo Core Celeron, 4 GB RAM, 250 GB HDD, DVD+/- R/W, 19" Monitor, Windows XP, Microsoft Office, 2003 (including Excel, Word, PowerPoint); Mavis Teaches Typing; and PLATO (GED Preparation). Apples will have the following configuration: Apple Address Book; Apple Dashboard; Apple iCal; Apple iChat; Apple iLife '09, Apple Mac OS x



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

Mail; Apple Quick Look, Apple QuickTime; Apple Safari; Apple Spaces; Apple Spotlight; Front Row; Photobooth. Apples will also have Microsoft Software including Microsoft Office 2008 for Mac (Student Edition, with Microsoft Entourage, Microsoft Excel, Microsoft PowerPoint, and Microsoft Word); and Mavis Beacon Teaches Typing. All stations will have Broadband access at the stated “proposed connection speed.”

20. Public Computer Centers Training and Education Programs

The training programs to be offered at the Public Computer Centers will include Microsoft Office products, Internet use, email use, and workforce preparation.

Lab proctors who are Microsoft Certified Professionals (MCPs) will provide short-term training sessions in Word, Excel, Outlook, Explorer, and email programs. These training workshops will employ Microsoft curricula, and will meet the population's need for basic technology skills. As noted in the need statement, these skills fulfill an educational gap between unskilled blue collar jobs--of which few are available in the County--and jobs at the next level, which are far more accessible.

Building on these basic computer skills, the contracted workforce training partner, Work Image Network (WIN) will deliver a 9-week training course that includes: a career aptitude survey; computer skills; building a resume; online job search; online preliminary interviews and taped mock interviews; and personal financial planning for self-sufficiency. WIN will also provide participants workshops in Customer Service and Career Advancement. This curriculum has been adopted from Chaffey College (a local community college), and leads to a certificate of completion for participants earning a grade of "C" or better. This training responds to both the technology and soft skills needs of the target population. In HACSB's experience, soft skills need to be included in any workforce development program for its clients.

The San Bernardino Employment and Training Agency will also make resources available to participants for enrollment in online and face-to-face academic curricula. Even for participants enrolled in face-to-face courses, the enhanced computer labs and extended hours will be very helpful for the completion of academic assignments including research projects and papers.

E-2- Project Benefits – Sustainable BroadBand Adoption



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM		Easygrants ID: 2131	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption		Applicant Organization: Housing Authority of the County of San Bernardino	
Task: Submit Application - Non-Infrastructure Programs		Applicant Name: Marcia Waggoner	

21. Innovative Approach to Sustainable Broadband Adoption

22. Sustainable Broadband Adoption Household Subscribers.

How many total new home subscribers (household accounts) to broadband do you expect to generate through use of BTOP funds over the entire life of the program funded?

23. Sustainable Broadband Adoption Institutional Subscribers.

How many total new business and/or institutional subscribers to broadband do you expect to generate through use of BTOP funds over the entire life of the program funded?

24. Sustainable Broadband Adoption Users of Public Access Facilities.

How many total users of broadband in public computer centers or users of broadband **outside the home** (e.g., in a community college) do you expect to generate through use of BTOP funds over the entire life of the program funded?

25. Sustainable Broadband Adoption Population Demographics.

Please refer to PCC – SBA Demographics section (Section E1- Question 17)

26. Sustainable Broadband Adoption People Trained/Educated.

If you intend to provide training or education, how many people in **total** will your program(s) reach?

3,000

27. Sustainable Broadband Adoption - Scope of Training/Education Programs.

How many hours of training do you expect to provide *per person on average* for each participant in your training program(s), through completion of training for that individual? If you will offer multiple programs, provide estimates for each program. 50

28. Sustainable Broadband Adoption Instructor Qualifications.

How many (FTE) instructors/facilitators will you employ for broadband and digital literacy training purposes, and what are their qualifications (training and experience)?

HACSB's Public Computer Centers application includes two types of training:

1. The new lab proctors will provide short-term training sessions to residents of Public Housing, Section 8 participants, and members of the general public as well. These trainings will include Microsoft Word and Excel, as well as the use of Internet browsers and email. Instructors will be Microsoft Certified Professionals (MCPs).

2. The contracted training company will provide a 9-week workforce development program with follow-up. This training will be delivered by local educators with appropriate educational credentials, and by community leaders with experience in this area. The contractor will also



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

furnish a certified special needs counselor for people with disabilities.

29. Sustainable Broadband Adoption Equipment Purchased.

How many broadband-related equipment units (e.g. computers, wireless devices) do you intend to purchase overall? **25**

30. Sustainable Broadband Adoption Cost of Devices.

What is the total up-front cost of this equipment? **34,000**

31. Sustainable Broadband Adoption Loan Program Participants.

If you are providing an equipment purchase or loan program, for how many households, businesses and/or institutions do you expect to provide equipment or computers?

Number of Households:

Number of Businesses:

Number of Institutions:

32. Sustainable Broadband Adoption Loan Cost to Borrower.

If you are employing a loan program for purchases of service or equipment, what will be the total cost to the typical customer you assist over the life of the loan, including all interest and fees?

33. Sustainable Broadband Adoption Target Population, Awareness Campaign.

If you are conducting an awareness campaign, how many people do you expect your campaign will reach?

34. Sustainable Broadband Adoption Awareness Campaign Methods

35. Measuring Campaign Impact for Sustainable Broadband Adoption

36. Sustainable Broadband Adoption Total Cost Per New Subscriber.

What is the total cost of your project per new subscriber (household, individual, or institutional) or new end-user? **696.00**

F. Project Viability

Technical Viability

37. Technology Strategy

37 - A. Public Computer Center Technology Strategy

The technology strategy for this project is to enhance access so that existing under-resourced



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

Neighborhood Networks Centers become a venue for everything from casual use to workforce development for vulnerable populations.

One component of this strategy is the enhancement of connectivity. NNCs have not previously been funded at a level permitting separate T1 connections. Instead, they have piggybacked on HACSB's T1 lines, sharing with property management offices at their locations. This has caused a substantial decrease in speed for both NNC users and HACSB employees.

Another component of HACSB's strategy is to expand opening hours to better accommodate the needs of users. Currently the NNCs operate with part-time staff and are most convenient for school-aged children and youth, and a small number of seniors. However, with expanded hours (including new evening and weekend hours), the NNCs will enjoy heavier use by working-age adults. This means that more than 8,000 residents of Public Housing and Section 8 participants required to meet Moving to Work Program standards will have a valuable resource for workforce training, resume and interview preparation, and job search. The facilities will also become more conducive venues for workforce training involving computers and Internet resources.

The NNCs will also become more friendly to school-age children and youth with the addition of the Mac platform. This strategy has been selected because these users encounter the Mac platform at school, and many prefer it to PCs for that reason.

37 - B. Sustainable Broadband Adoption Technology Strategy

Organizational Capability

38. Management Team Resumes.

Please refer to upload section at the end of document.

39. Organizational Readiness

HACSB is ready to implement the proposed project. The IT Department and the Facilities Department have inspected all NNCs and determined the exact steps required to expand the NNCs. HACSB staff will carry out the minor renovations required to expedite these preparations, and IT staff will order new Apple computers, routers, and other materials. This strategy will permit these steps to take place without any bidding and contracting process.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM		Easygrants ID: 2131	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption		Applicant Organization: Housing Authority of the County of San Bernardino	
Task: Submit Application - Non-Infrastructure Programs		Applicant Name: Marcia Waggoner	

HACSB is also prepared to operate the project. HACSB manages millions of dollars in federal and other grants each year, and has been deemed compliant with grantor requirements by independent auditors (see attached audits). Grants include major capital projects involving renovations, as well as technology and workforce projects involving hundreds of low-income program participants such as Neighborhood Networks grants, Homeownership Supportive Services grants, and Resident Services Delivery grants. In addition, HACSB's contractor for data collection and evaluation will provide a process and templates for gathering information to ensure timely progress and reporting on this project.

HACSB is preparing for long-term sustainability of the revamped NNCs. The process for incorporating a new nonprofit entity and securing tax-exemptions was begun two months ago, and since the average time to completion (i.e., with the IRS and the State of California) is two years, the nonprofit will be able to apply for grants by the third year of the project period.

40. Organizational Chart.

Please refer to upload section at the end of document.

Community Involvement

41. Key Partners

The key partners for this project are Work Image Network, a nonprofit organization that will provide workforce preparation using a proven curriculum for 150 participants across the five NNC sites each project year, and the San Bernardino Employment Training Agency, which will provide supportive services including educational expenses to 20 participants per project year.

42. Partnering with Disadvantaged Businesses

HACSB has entered into agreements in principle with three Small socially and economically Disadvantaged Businesses (SDBs) for the purpose of this project. Each agreement in principle follows norms for other public-private agreements in principle. All SDBs have self-certified per guidance from NTIA staff at technical assistance, and in accordance with information from the Small Business Administration.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

1. An agreement for evening security for three computer labs in higher risk sites has been made with Surveillance, Protection & Investigations Group, Inc.
2. An agreement for printing (banners, posters, training materials, and flyers) has been made with Sunwest Printing, Inc.
3. An agreement in principle for data collection and evaluation has been made with Clayton-Morrow, Inc.

Ability to Start Promptly & Timeline

43. Project Timeline and Challenges

Goal and Objectives: The goals of this project are to meet regional needs for Internet and computer access, and to provide job creating strategic facilities via five sites throughout the County of San Bernardino. Staff and contractors/partner organizations will deliver technology training and workforce development programs at these sites, which will also support online learning and academic work (K-14). Objective 1 is to go live by the end of Project Quarter 1 (PQ1), at all sites on expanded 60-hour weeks. Objective 2 is to increase traffic from 727 average user visits/month to 1,800 total/month on average by the end of PQ 6, and to 2,240/per month on average by the end of project quarter 12. Objective 3 is to have 250/500/750 Public Housing and Section 8 participants and members of the general public complete workforce training or academic programs by the end of Project Years 1/2/3.

Phase I: Renovation/relocation/installation/staffing

Project Quarter 1 (PQ1): Immediately on notification of award, HACSB's staff will complete minor renovations at two of the NNCs, then relocate the NNCs to these sites to accommodate an increased number of stations. IT staff will purchase all computers, printers, software, and routers, and a new dedicated NNC server and complete installation of all items at the five centers. The broadband vendor, Verizon, will provide T1 connections for each site. At the same time, HACSB will announce the availability of five full-time NNC lab proctor positions and five part-time lab monitor positions, and will conduct interviews and complete hiring. HACSB will also finalize contracts with the training contractor and the SDB contractors. The data



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

collection and evaluation contractor will develop data collection instruments and procedures, and will also train HACSB staff in their use before the end of this quarter. Newly hired proctors and monitors will also conduct advance outreach for the revamped NNCs and programs. The milestone for Phase I is the “Go Live” for the 5 NNCs at the end of this quarter.

Phase II: Service and training delivery

PQs 2-12: The five NNC proctors will deliver five or more training workshops in Word, Excel, Outlook, and Explored/other Internet browsers per quarter to a total of 50 or more people from Public Housing, Section 8, and the general public. The training contractor will deliver the WIN program to 150 participants per project year, of whom 105 will secure employment. The One-Stop will provide supportive services to 20 participants per project year. All five strategies of the outreach plan will be implemented by the Resident Services Coordinators who supervise the NNC staff. The “access and usage” milestones for Phase II are documented increases in traffic to: (1) 1,800 total/month on average by the end of PQ 6, and (2) 2,240/per month on average by the end of project quarter 12. The “training and employment” milestones are to have 250/500/750 Public Housing residents, Section 8 participants, and members of the general public complete workforce training or academic programs by the end of Project Years 1/2/3.

Phase III: Sustainability

PQs 2-8: HACSB will complete federal and state tax exemptions for a new nonprofit entity, a single organization support 501(c)(3), by the end of Project Year 2. In Project Year 3, HACSB will identify the available funding sources, and submit at least three grant applications for continued operating support to public and/or private funders. The aim will be to secure two out of three requests to continue services without interruption.

Phase IV: Grant closeout

In PQs 11 and 12, the project team will work with the data collection/evaluation contractor to gather final project data and assess the effectiveness and impact of the project. HACSB will complete final activities and fiscal reporting and close out the grant.

The key challenges to timely completion of this project stem from the speed with which it must be executed. HACSB has avoided potential construction delays by using existing facilities, and by tasking its own staff to conduct renovations and installations. HACSB will also contract an external evaluator to monitor progress closely—including the timely achievement of milestones dependent in whole or in part on the training and supportive services partners. Data



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

collection will occur monthly so that emerging issues may be addressed before quarterly reporting is due. These approaches will help to keep the project on track in terms of outputs and milestones.

44. Non-Infrastructure Projects - Licenses and Regulatory Approvals

N/A--no licenses or regulatory approvals will be required for this project.

45. Legal Opinion.

Please refer to upload section at the end of document.

G. Project Budget & Sustainability

Project Profile: Budget and Budget Narrative

46. Budget Narrative

Personnel: The project staff will include HACSB management (Benner, Waggoner, Razo, Felipe, Robles) and Resident Services staff (Andrew-McIntosh, Scott, Simmons, Nunez, Hogan) whose salaries and benefits are funded by HUD. These personnel will devote adequate time and effort to the project to ensure its success, but at no charge to the grant. Their salaries and benefits are not included in the budget as costs or as matching. Five full-time (2,080 hours/year) and five part-time (1,000 hours/year) lab monitors will be hired.

Fringe benefits are calculated at HACSB’s average institutional rate of 24% of salaries and wages.

For full-time positions, salaries and related fringe benefits costs are transitioned over the grant period from a 90/10 split between NTIA and HACSB (cash matching funds) in Year 1, to an 80/20 split in Year 2, to a 60/40 split in Year 3. For part-time positions, costs are 100% NTIA in Year 1, 75/25 in Year 2, and 50/50 in Year 3.

Travel: No funding for travel is requested or offered as matching.

Equipment: Funding is requested in Year 1 only for 25 Apple computers @ \$1,360 each; 6 T1 routers @ \$1,70 each; and a dedicated server @ \$10,000. Funds in the amount of \$5,875 are



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

also requested in Year 1 for 25 computer desks and chairs at \$235 per station.

Supplies: \$10,058 is requested in Year 1 for Apple Software: Apple Address Book, Apple Dashboard, Apple iCal, Apple iChat, Apple iLife '09, Apple Mac OS x Mail, Apple Quick Look, Apple QuickTime, Apple Safari, Apple Spaces, Apple Spotlight, Front Row, Photobooth, and Microsoft Software (Microsoft Office 2008 for Mac, Student Edition, 3 User Bundles), Microsoft Entourage, Microsoft Excel, Microsoft PowerPoint, Microsoft Word, Mavis Beacon Teaches Typing, Deep Freeze, and Timbuktu Pro Multi-Platform (90 user).

Contractual: Funds are requested for evening security at three higher-risk NNC sites. The cost is \$20/hour * 3 sites * 832 hours/site (\$49,920), which is split 100/0 in Years 1 and 2, but 50/50 in Year 3.

Funds are also requested for printing services at \$350/month * 12 months/year * 5 NNCs (\$21,000/year) in Year 1 which will require purchase of reusable banners and posters, to \$10,000 in Year 2 (i.e., \$2,000/year per NNC), and this amount is split between NTIA and HACSB in Years 2 and 3.

Funds for direct mail costs for outreach to community members. HACSB pays the County's central service for this function. \$12,500 is requested in Year 1, \$10,000 in Year 2, and the same level of funding will be maintained in Year 3 with the costs split between NTIA and HACSB 50/50.

Funds are requested for contracted data collection and evaluation, \$30,000 per year in Years 1, 2, and 3.

The training contractor will require \$112,500 (from a current price quotation) per year to train 150 participants. This cost is requested.

The San Bernardino Employment and Training Agency will provide \$100,000 per project year in in-kind supportive services including educational expenses.

Construction: The cost of minor renovations for disability access will be \$1,000 for demolition, \$18,000 for materials, and \$1,900 (10%) for contingencies. HACSB staff will perform the renovations, so no funds are requested for labor.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

Other: HACSB will secure five new T1 connections from a vendor at a total cost (based on a current quote) of \$45,000 per year. The cost of maintaining T1 service is transitioned from the grantor to the grantee over the project period (100% grantor-funded in Year 1; \$35,000/\$10,000 in Year 2; and \$25,000/\$20,000 in Year 3).

The total amount requested is \$1,239,980 over three years. No indirect costs are requested. Matching resources of \$500,000, or 40% of the amount requested, are offered by the applicant and a local partner agency. Of this amount, \$200,000 is cash.

47. Non-Infrastructure Projects - Budget Reasonableness

HACSB has designed a project that meets BTOP/Public Computer Center program goals with an eye to insuring timely progress and completion. In the proposed project, costs are contained and efficiency realized by using existing computer center sites and performing only minor renovations using HACSB staff, and by using IT staff for purchasing and installation of computers, software, etc.

Salaries for the lab monitors are based on prevailing local wages, and other costs are based on current quotations from vendors.

To demonstrate its commitment to the project's success, HACSB is committing \$200,000 in cash to the project.

Most importantly, costs are shifted from the grantor to the grantee over the project period, and HACSB has provided a plan to sustain the centers afterward using external grants.

48. Demonstration of Financial Need

HACSB is not able to undertake this project without federal assistance through the BTOP Public Computer Centers Program. HUD has discontinued the Neighborhood Networks Program that funded the startups of the Neighborhood Networks Centers. This is documented in a screen capture attachment. All cited documents appear as "supplemental" uploads.

The following documents demonstrate that the applicant is facing shortfalls in funding from HUD:



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

? “Updated Proration Estimate for Calendar Year (CY) 2009” shows that HACSB’s Operating Fund has been prorated by HUD so that only 88.4% of the operating funds for which HACSB is eligible will be provided.

? “PH Subsidy by AMP” is an internal spreadsheet from Finance documenting the shortfall of \$687,336 caused by 2009 proration.

? Additionally, “Admin Fee Analysis for CY 2008” shows that even after proration in 2009, there remains a balance due of \$114,698 for the management of Public Housing units.

49. Historical Financial Statements.

Please refer to upload section at the end of document.

Project Profile: Long Term Sustainability

50. Sustainability.

51 - A. Public Computer Center Sustainability

This project will leverage the NNC facilities established with HUD funding to create enhanced and sustainable public computer centers for the County of San Bernardino. The major sustainability strategy is the formation of a new nonprofit entity now underway. This entity will be eligible, as a 501(c)(3) public charity, to secure funding for operating support, equipment, and other programmatic needs from sources including, but not limited, to, federal agencies, the State of California, the County of San Bernardino, municipalities, corporations, and private foundations. For example, these centers may serve as sites for future workforce development projects of the types funded by the US Department of Labor and the State's Employment Development Department, for broadband/technology projects of the type supported by Verizon, and projects serving low-income populations of the type supported by the Weingart Foundation.

51 - B. Sustainable Broadband Adoption Sustainability

**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

Project Profile: Outside Leverage

51. Matching Funds.

Please refer to upload section at the end of document.

52. Unjust Enrichment

HACSB has not applied for or received any other federal support in the area for which it is seeking a BTOP funding award.

The last funds from the last Neighborhood Networks grant have been expended to replace the PCs at the NNCs, and these funds are not counted in matching resources for this project.

53. Disclosure of Federal and/or State Funding Sources

No other federal or state funding has been requested or received for this project.

54. Buy American.

Is the applicant seeking an individual waiver of the Buy American provision?

No

Buy American Waiver Request Explanation

H. DOC Environmental Checklist

55. SECTION 1 – Please refer to upload section at the end of document.

I. Compliance and Certification

56. Certification and signature.

Please refer to upload section at the end of the document.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM	Easygrants ID: 2131
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: Housing Authority of the County of San Bernardino
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Marcia Waggoner

Uploads

The following pages contain the following uploads provided by the applicant:

Upload Name
02. Q24 PCC; Q29 SBA - Management Team Resumes
02. Q24 PCC; Q29 SBA - Management Team Resumes
03. Q26 PCC; Q31 SBA - Organization Chart
04. Q27 PCC; Q32 SBA - Key Partners
05. Q28 PCC; Q33 SBA Partnering: Disadvantaged Bus
06. Q35 PCC; Q40 SBA - Historical Financial Statem
08. Environmental Checklist
10. CD-511 Certification - Lobbying, Upper Tier*
12. SF-424A Budget Information Non-Construction**
13. SF-424B Assurances Non-Construction
16. SF-LLL Disclosure of Lobbying Activities*



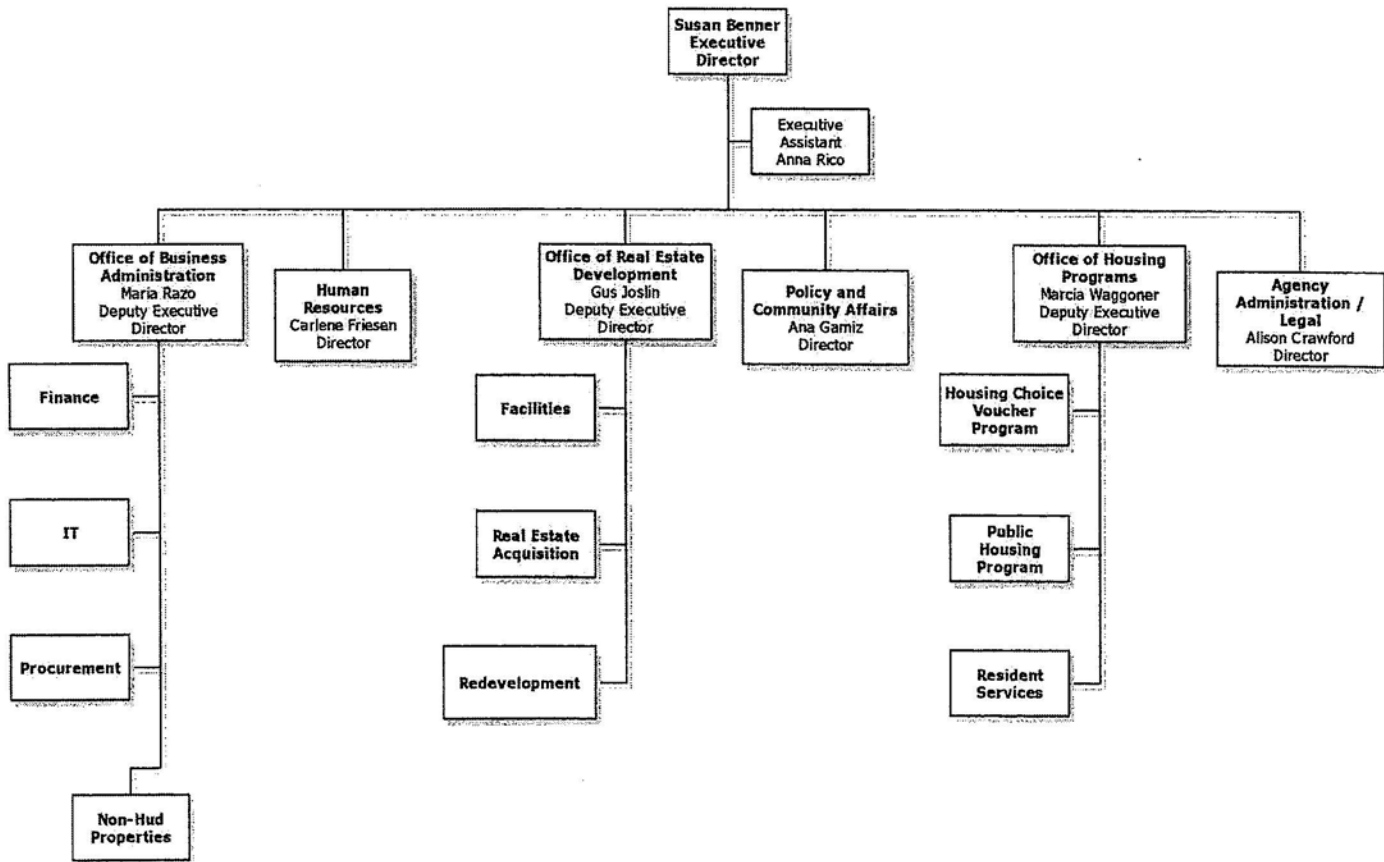
**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: 8/20/2009 4:16:50 PM		Easygrants ID: 2131	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption		Applicant Organization: Housing Authority of the County of San Bernardino	
Task: Submit Application - Non-Infrastructure Programs		Applicant Name: Marcia Waggoner	

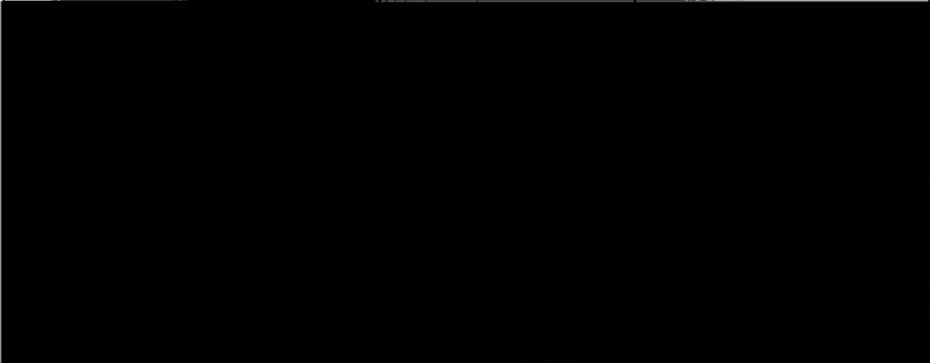
17. Legal Opinion*
18. Authentication*
19. Supplemental Information 1
19. Supplemental Information 1
19. Supplemental Information 1
19. Supplemental Information 1
20. Supplemental Information 2

To preserve the integrity of the uploaded document, headers, footers and page numbers have not been added by the system

The Housing Authority of the County of San Bernardino



PCC # 27: Key Partners

Contact	Phone/email	Organization	Role
			Training contractor for workforce program
			Educational and supportive services partner

PCC, Question #28

HACSB has entered into agreements in principle with three Small socially and economically Disadvantaged Businesses (SDBs) for the purpose of this project, as follows:

1. Evening security for computer labs:



2. Printing for outreach and training:



3. Data collection and evaluation:



These agreements and affirmations of SDB status appear in the attachments.

**Broadband Technology Opportunities Program
Federal Grant Application
Public Computer Centers Program (Track 2)**

H. DOC Environmental Checklist

41. **SECTION 1**-To be completed for those projects historically shown not to create significant environmental impacts to the human or natural environment. Any answer of "No" or "Unknown" may require additional documentation or review.

a. Is the proposed action solely a procurement action for materials intended to be installed, stored or operated in an existing building or structure?

- Yes
- No
- Not Applicable

b. If the proposed action involves procurement of electronic equipment, will the equipment be disposed of in an environmentally sound manner at the end of its useful life?

- Yes
- No
- Not Applicable

c. Does the proposed action involve only minor interior renovations to a structure, facility, or installation?

- Yes
- No
- Not Applicable

d. Is the proposed action solely for the production and/or distribution of informational materials, brochures, or newsletters?

- Yes
- No
- Not Applicable

e. Does the proposed action consist solely of training, teaching, or meeting facilitation at an existing facility or structure?

- Yes
- No
- Not Applicable

FORM CD-511
(REV 1-05)

U.S. DEPARTMENT OF COMMERCE

CERTIFICATION REGARDING LOBBYING

Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, "New Restrictions on Lobbying." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Commerce determines to award the covered transaction, grant, or cooperative agreement.

LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.


As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

In any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

NAME OF APPLICANT	AWARD NUMBER AND/OR PROJECT NAME
Housing Authority of the County of San Bernardino	Transforming Neighborhood Network Centers
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Susan Benner, Executive Director	
SIGNATURE	DATE
	08/20/2009

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 4040-0006
Expiration Date 04/30/2008

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Broadband Technology Opportunities Program - Public Computer Centers	11.557	\$ 1,239,980.00	\$ 500,000.00	\$	\$	\$ 1,739,980.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 1,239,980.00	\$ 500,000.00	\$ 0.00	\$ 0.00	\$ 1,739,980.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
Broadband Technology Opportunities Program - Public Computer Centers					
a. Personnel	\$ 432,416.00	\$	\$	\$	\$ 432,416.00
b. Fringe Benefits	103,780.00				103,780.00
c. Travel					0.00
d. Equipment	65,024.00				65,024.00
e. Supplies	10,058.00				10,058.00
f. Contractual	972,802.00				972,802.00
g. Construction	20,900.00				20,900.00
h. Other	135,000.00				135,000.00
i. Total Direct Charges (sum of 6a-6h)	1,739,980.00	0.00	0.00	0.00	\$ 1,739,980.00
j. Indirect Charges					\$ 0.00
k. TOTALS (sum of 6i and 6j)	\$ 1,739,980.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,739,980.00
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Reproduction

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. BTOP - Public Computer Centers	\$ 200,000.00	\$	\$ 300,000.00	\$ 500,000.00	
9.				0.00	
10.				0.00	
11.				0.00	
12. TOTAL (sum of lines 8-11)	\$ 200,000.00	\$ 0.00	\$ 300,000.00	\$ 500,000.00	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 551,265.00	\$ 209,803.00	\$ 113,821.00	\$ 113,821.00	\$ 113,820.00
14. Non-Federal	\$ 116,765.00	29,191.00	29,192.00	29,191.00	29,191.00
15. TOTAL (sum of lines 13 and 14)	\$ 668,030.00	\$ 238,994.00	\$ 143,013.00	\$ 143,012.00	\$ 143,011.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. BTOP - Public Computer Centers	\$ 551,265.00	\$ 394,990.00	\$ 293,725.00	\$	
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)	\$ 551,265.00	\$ 394,990.00	\$ 293,725.00	\$ 0.00	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:	1239980	22. Indirect Charges:			
23. Remarks:					

OMB Approval No: 4040-0007
Expiration Date: 07/30/2010

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

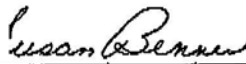
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4726-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-618), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a -1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	* TITLE Executive Director
* APPLICANT ORGANIZATION Housing Auth Cnty of San Bernardino	* DATE SUBMITTED 08-20-2009

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Housing Authority of the County of San Bernardino 715 E Brier Drive San Bernardino, CA 92408-2841 Congressional District, if known: CA 43rd	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: N/A Congressional District, if known: N/A	
6. Federal Department/Agency: National Telecommunications and Information Administration, US Department of Commerce	7. Federal Program Name/Description: Broadband Technology Opportunities Program Public Computer Centers CFDA Number, if applicable: 11.557	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): Grace Fennel, Melody H. 101 Constitution Avenue, Suite 800 Washington, DC 20001	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): Same as 10.a.	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the bar above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Susan Benner</u> Print Name: <u>Susan Benner</u> Title: <u>Executive Director</u> Telephone No.: <u>(909) 890-0644</u> Date: <u>8/20/2009</u>	
Federal Use Only:	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

BEST BEST & KRIEGER

ATTORNEYS AT LAW

INDIAN WELLS
(760) 568-2611

LOS ANGELES
(213) 617-8100

ONTARIO
(909) 989-8584

RIVERSIDE
(951) 686-1450

5 Park Plaza, Suite 1500
Irvine, California 92614
(949) 263-2600
(949) 260-0972 Fax
BBKlaw.com

SACRAMENTO
(916) 325-4000

SAN DIEGO
(619) 525-1300

WALNUT CREEK
(925) 977-3300

Marco A. Martínez
(949) 263-6582
Marco.Martinez@bbklaw.com
File No. 55306.00000

August 11, 2009

Administrator
Rural Utilities Service
U.S. Department of Agriculture
Washington, D.C. 20250-1500

Assistant Secretary
National Telecommunications and Information Administration
U.S. Department of Commerce
Washington, D.C. 20230

Re: Housing Authority of the County of San Bernardino Public Computer Centers Program Application & Grant Agreement

Ladies and Gentlemen:

I am General Counsel for the Housing Authority of the County of San Bernardino (the "Applicant"), and in such capacity am familiar with the Applicant's ability to apply to the Public Computer Centers Program Application (the "Program") and enter into the grant agreement (the "Agreement") as referenced in the applicable Notice of Funds Availability (the "NOFA").

This opinion letter may only be relied upon by the addressees identified above in connection with the Program.

I have examined and relied upon such records, documents, and other matters as are in my judgment necessary to enable me to render the opinions expressed herein. Based on the foregoing, and with regard to California law and the federal laws of the United States of America, I am of the opinion that:

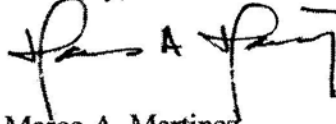
1. The Applicant is a public body corporate and politic, duly organized and existing under the laws of the State of California.

August 11, 2009
Page 2

2. The Applicant has corporate power: (1) to execute and deliver the Agreement as referenced in the applicable NOFA; and (2) to perform all acts required to be done by the Applicant under said Agreement.

3. There is no action, suit, proceeding, inquiry or investigation at law or in equity before or by any court, public board or body, pending or, to my knowledge, threatened against or affecting the Applicant: (a) to restrain or enjoin the Applicant from performing the duties under the Agreement; (b) wherein an unfavorable decision, ruling, or finding will have a material adverse effect on the financial condition of the Applicant which would adversely affect the Applicant's ability to perform its duties under the Agreement; or (c) in any way contests the existence or powers of the Applicant with respect to the execution and delivery of the Agreement.

Sincerely,

Handwritten signature of Marco A. Martinez in black ink, featuring a stylized 'M' and 'A'.

Marco A. Martinez
of BEST BEST & KRIEGER LLP
General Counsel
Housing Authority of the County of San Bernardino

cc: Susan Benner

Certification Requirements for BTOP

**U.S. Department of Commerce
Broadband Technology Opportunities Program**

I certify that I am the duly authorized representative of the applicant organization, and that I have been authorized to submit the attached application on its behalf. A copy of the applicant organization's authorization for me to submit this application as its official representative is on file in the applicant's office, and I am identified as the applicant organization's Authorized Organization Representative (AOR) in the Central Contractor Registration database. By signing this certification, I certify that the statements contained in the application are true, complete, and accurate to the best of my knowledge, and that if an award is made, the applicant organization will comply with all applicable award terms and conditions.

August 20, 2009

(Date)

Susan Benner

(Authorized Representative's Signature)

Susan Benner

Name:

Executive Director, Housing Authority of the County of San Bernardino

Title:

HACSB Budget Spreadsheet	Year 1		Year 2		Year 3	
<u>Personnel</u>	Requested	Matching	Requested	Matching	Requested	Matching
Deputy Executive Director	--	--	--	--	--	--
Resident Services Coordinators	--	--	--	--	--	--
Lab monitors (5), 100% FT	\$121,680	\$13,520	\$97,344	\$25,066	\$58,406	\$40,106
PT Lab Monitors (20 hrs/week)	27,000		20,858	6,953	10,742	10,742
Fringe benefits @ 24%	35,683	3,245	28,368	7,684	16,596	12,203
<u>Contracts/Consultants</u>						
SPIGroup security @ 3 sites	49,920		49,920		24,960	24,960
Sunwest Printing	21,000		11,000	10,000	10,521	10,521
Direct Mail (via County)	12,500		10,000		5,000	5,000
Evaluator (Clayton-Morrow, Inc.)	30,000		30,000		30,000	
Work Image Network	112,500		112,500		112,500	
City of San Bernardino Employment Training		100,000		100,000		100,000
<u>Renovations</u>						
Demolition	1,000					
Materials/Labor	18,000					
Contingency	1,900					
<u>Equipment/Furn</u>						
Computer stations (25)	34,000					
T1 Routers (6)	10,200					
NNC Dedicated Server	10,000					
Barracuda Spam and Virus Firewall 300	2,000					
Energize Updates, 3 year	1,249					
HP Networkable Printers P3005n	1,700					
Computer desks & chairs (25)	5,875					
<u>Supplies</u>						
Software	10,058					
<u>Other</u>						
TIs (5)	45,000		35,000	10,000	25,000	20,000
Totals	\$551,265	\$116,765	\$394,990	\$159,703	\$293,725	\$223,532
Total Requested	\$1,239,980					
Total Matching	\$500,000					
<u>Match %</u>	40					



W-047
→ #2131

August 24, 2009

Ms. LaShemma Simmons
Broadband Technology Opportunities Program
National Telecommunications and Information Administration
US Department of Commerce
HCHB, ROOM 4812
1401 Constitution Avenue, NW
Washington, DC 20230

Re: BTOP PCC Submission, Easygrants ID # 2131

Dear Ms. Simmons:

The Housing Authority of the County of San Bernardino has submitted an electronic "Public Computer Centers" application to your office. The title of the application is "Transforming Neighborhood Network Centers for Job Creation and Broadband Access" and the Easygrants ID number is 2131.

Though we experienced difficulty, we uploaded all attachments except one supplemental item in your system. Another file was not successfully converted. **Therefore, we are enclosing two attachments in electronic format with this letter per guidance from your web site.**

- At the time of submission, we uploaded the "resumes" attachment. We had converted the file to PDF format, and it is 58K file—well within the file size guidance on the system. This file is viewable in the Easygrants system, but **the conversion failed** for an unknown reason (see attached screen capture). According to the system, we have too many pages, but we are complying with instructions to provide 1-page resumes for management and project staff and do not see a page limit specified beyond this guidance.
- We were not able to successfully upload "supplemental attachment 3," which is an **itemized budget spreadsheet**. We did submit the required SF-424A and provided a justification in the narratives, but would like to include this file since we are allowed three supplemental attachments, and it may be helpful to your reviewers.

Please contact me by phone (909-890-0644, ext. 2170) or by email (sbenner@hacsb.com) if you have any questions.

Sincerely,

Susan Benner
Executive Director

Enc.

SUSAN L. BENNER Executive Director	BOARD OF COMMISSIONERS			
	MARIO SAUCEDO.....	Chairman, Redlands	KAREN FRICKE.....	Vice Chairman, Upland
	DEBBIE MCCRAY.....	Ontario	JESSIE MUNOZ.....	San Bernardino
	BENTON LAMSON.....	Victorville	LORETTA GUILLEN.....	Colton
	GEORGE GUERRERO.....		Chino Hills	

Demonstration of Financial Need

HACSB is not able to undertake this project without federal assistance through the BTOP Public Computer Centers Program. HUD has discontinued the Neighborhood Networks Program that funded the startups of the Neighborhood Networks Centers. This is documented in the screen capture immediately following this page.

In addition, the following documents demonstrate that the applicant is facing shortfalls in funding from HUD:

- “Updated Proration Estimate for Calendar Year (CY) 2009” shows that HACSB’s Operating Fund has been prorated by HUD so that only 88.4% of the operating funds for which HACSB is eligible will be provided.
- “PH Subsidy by AMP” is an internal spreadsheet from Finance documenting the shortfall of \$687,336 caused by 2009 proration.
- Additionally, “Admin Fee Analysis for CY 2008” shows that even after proration in 2009, there remains a balance due of \$114,698 for the management of Public Housing units.

Public and Indian Housing

- About PIH
- Public housing
- Fact sheet
- Public Housing Agency contacts
- Homeownership
- Programs
- Moving to Work
- Public Housing Agency Plans
- Resident Opportunities & Self Sufficiency
- Renter's kit
- PHECC
- Asset Management
- Senior Housing
- Clearinghouse Center
- CapFund
- HOPE VI
- Housing Choice Vouchers
- Public Housing Reform
- Indian Housing
- Rental Housing Integrity Improvement Project
- Real Estate Assessment Grants
- Notices, rules & regulations
- Library
- Forums
- Online systems

HUD news

Homes

Resources

Communities

Working with HUD

Tools

- Webcasts
- Mailing lists
- RSS Feeds
- Help

About the Public Housing Neighborhood Networks (NN) Program

This funding program provided grants to Public Housing Authorities (PHAs) to establish, expand and/or update community technology centers.

Congressional appropriations for this program ended in 2006. The Notice of Funding Availability published in December 2007, was the last opportunity to apply for grant funding under this program. This last grant round will fund grantees through 2011.

Neighborhood Networks centers provide access to computers, computer training and the Internet. NN centers can also provide a wide range of services to help residents achieve long-term economic self-sufficiency. PHAs may use grant funds for such things as:

- Hiring of a project coordinator to manage and oversee center activities
- Purchase of computer equipment
- Internet connection
- Physical improvements
- Computer training
- College preparatory classes
- Job training
- Literacy training

Technical Assistance Available for Neighborhood Networks Grantees

Public Housing Neighborhood Networks grantees are also eligible to receive free technical assistance on issues such as sustainability, business-plan development, partnership building and other areas that are of interest to NN centers and their staff. For more information and to request technical assistance please call the Neighborhood Networks Information Center toll-free at (888) 312-2743 or visit www.neighborhoodnetworks.org.

More Information

For more information on the Neighborhood Networks program, please call 1 (800) 955-2232.

 [Information by State](#)

 [Print version](#)


What's New

2007 Public Housing Neighborhood Networks NOFA has been published. Refer to the [Funds Available](#) page for more information.

Related Information

[About the Resident Opportunity Self Sufficiency \(ROSS\) Grant Program](#)

Content current as of 10 June 2008

 [Back to top](#)



[FOIA](#) [Privacy](#) [Web Policies and Important Links](#)

U.S. Department of Housing and Urban Development
451 7th Street S.W., Washington, DC 20410
Telephone: (202) 708-1112 TTY: (202) 708-1455
[Find the address of a HUD office near you](#)

[Home](#)



Updated Proration Estimate for Calendar Year (CY) 2009 Public Housing Operating Fund Program

Under the Operating Fund Program, public housing agencies (PHAs) are provided with operating subsidies to fund the operation and management of public housing. When overall subsidy eligibility exceeds appropriations, funds are “prorated.” The prorated amount is calculated by dividing the appropriated funds by subsidy eligibility, as shown below:

$$\frac{\text{Appropriation}}{\text{Subsidy Eligibility}} = \text{Proration}$$

For example, in CY 2008, the Congress appropriated \$4.2 billion for the Operating Fund Program. Subsidy eligibility in CY 2008 was \$4.7 billion, resulting in proration of 88.96%.

In December 2008, the Department estimated that CY 2009 proration would be 88%. As explained in this document, the Department has updated its CY 2009 estimate to 88.4%.

Funding Process

Beginning in 2005, PHAs have been funded on a “calendar-year basis.” This means that all PHAs receive funding for the period of January through December, regardless of a PHA’s actual fiscal year. Generally, PHAs submit subsidy eligibility forms in the fall, which are then reviewed by the local HUD field offices and forwarded to Headquarters for final processing. This process often requires HUD to issue several “interim” obligations, based on estimates of eligibility, appropriations (if a final appropriations bill has not been enacted), and proration.

During the course of the year, as forms are processed, HUD will update its estimates. Typically, HUD will issue a final obligation in late September, covering the months October through December. HUD must obligate all funds by September 30.

Revised 2009 Proration Estimate

The previous estimate (December 2008) of proration was based on actual 2008 subsidy eligibility, with assumptions regarding inflation, transition funding, changes in inventory, and appropriations levels. The revised proration estimate, 88.4%, reflects actual 2009 PHA subsidy submissions and enacted 2009 appropriations.

As shown in Table 1, approved subsidy submissions for CY 2009 result in eligibility of \$5.01 billion. The Department is estimating subsidy appeals of \$9 million and subsidy revisions of \$9.5 million, for a total estimated CY 2009 subsidy eligibility of \$5.03 billion. Appropriated amounts, excluding funding for technical assistance, are \$4.449 billion.

Table 1: Revised Operating Subsidy Proration Estimate

#	Description	Amount
1	CY 2009 Appropriation	\$4,455,000,000
2	Less: Set-aside for Technical Assistance	(5,940,000)
3	Amount Available for Distribution (1) - (2)	\$4,449,060,000
4	CY 2009 Eligibility (Operating Fund)	\$5,010,655,025
5	Add: CY 2009 Eligibility (HTK and MHP)	1,000,000
7	Add: Estimated CY 2009 Appeals	9,000,000
8	Add: Estimated CY 2009 Revisions	9,500,000
9	Total CY 2009 Eligibility (4 through 9)	5,030,155,025
10	Proration (3) / (9)	88.4%

Note: A detailed break-out of CY 2009 operating subsidy eligibility is provided in Appendix A.

Frequently Asked Questions

Can the updated proration estimate change?

Yes, the final CY 2009 proration may be higher/lower than estimated above based on both revisions and appeals. Each year, PHAs may submit "revisions" of their initial subsidy requests. Those revisions can either be the result of new or deleted units or errors in submissions. Generally, subsidy revisions represent less than 1% of overall eligibility. Additionally, under the Final Rule on the Operating Fund Program, PHAs may appeal their Project Expense Levels (PELs). The deadline for submitting PEL appeals for CY 2009 was May 15. The Department is in the process of reviewing those appeals.

It would be extremely helpful to PHAs if the Department published a final proration amount at the start of the year. Can the Department issue its final proration figure any sooner?

Under current appropriations language, the Department must fund "revisions" with current year funds; therefore, it cannot establish final subsidy eligibility, and thus determine proration, until after all revisions have been processed.

Why are PHAs funded on a calendar year (and not a fiscal year) basis?

The Consolidated Appropriations Act of 2005 directed HUD to convert from funding operating subsidy based on PHA fiscal year to funding based on calendar year. This change was intended to allow HUD to predict more accurately initial subsidy proration (when necessary). It was also intended to provide PHAs with an equal amount of time to submit revision requests.

Appendix A – CY 2009 Operating Subsidy Eligibility

	Description	Amount (in \$ millions)
A	Approved Operating Subsidy Forms	
1	Non Utility Expense Level (PEL)	\$4,637
2	Utilities	\$1,695
3	Less: Tenant Income (Formula)	(\$2,257)
4	Public Housing Operating Fund Base	\$4,075
5	MTW Alternative Formula Grant, PHA's not in Base	\$467
6	Public Housing Add-ons	
7	Elderly/Disabled Coordinators	\$15
8	Resident Participation	\$25
9	Energy-Add On for Loan Amortization	\$28
10	Payments in Lieu of Taxes	\$98
11	Cost of Independent Audit	\$21
12	Asset Management Fee	\$41
13	Information Technology Fee	\$27
14	Asset Repositioning Fee	\$64
15	Transition Funding	\$149
16	Total Operating Subsidy Eligibility	\$5,010
B	Estimate	
17	Estimated for Mutual Help and Turnkey Projects	\$1
18	Estimated Appeals	\$9
19	Estimated Revisions	\$10
20	Total Eligibility	\$5,030

PH SUBSIDY BY AMP FOR CY 2009

AMP	Requested Subsidy	Proration	Actual Subsidy	Difference
202	\$ 1,187,876	88.40%	\$ 1,050,082	\$ 137,794
203	1,251,299	88.40%	1,106,148	145,151
205	856,780	88.40%	757,394	99,386
206	1,279,243	88.40%	1,130,851	148,392
207	859,664	88.40%	759,943	99,721
208	300,063	88.40%	265,256	34,807
209	190,385	88.40%	168,300	22,085
TOTAL	\$ 5,925,310		\$ 5,237,974	\$ 687,336

Housing Authority of the County of San Bernardino

Admin Fee Analysis - for CY 2008

Month	Units Leased	PHA units	76.71	71.61	90.69	Total Earned	Pro-Rated	Total Admin Fee Revenue	Funding Shortfall	Total Funding Recv'd	Due
			Column - A	Column - B	Column - C						
Jan-08	7,699	305									
Feb	7,705	302									
Mar	7,746	300									
1st Qtr	23,150	907	138,078	1,463,923	27,836	1,629,837	90.876%	1,481,131	148,706	1,514,859	-33,728
Apr	7,757	297									
May	7,784	303									
Jun	7,773	306									
2nd Qtr	23,314	906	138,078	1,475,739	27,805	1,641,622	90.304%	1,482,450	159,172	1,448,919	33,531
Jul	7,764	303									
Aug	7,784	306									
Sep	7,830	319									
3rd Qtr	23,378	928	138,078	1,478,747	28,480	1,645,305	90.569%	1,490,136	155,169	1,491,951	-1,815
Oct	7,782	324									
Nov	7,779	322									
Dec	7,746	321									
4th Qtr	23,307	967	138,078	1,470,869	29,577	1,638,625	89.624%	1,468,601	170,024	1,351,891	116,710
						6,555,389		5,922,318	633,070	5,807,620	114,698



Housing Authority

OF THE COUNTY OF SAN BERNARDINO

August 14, 2009

Mr. Lawrence E. Strickling, Assistant Secretary for
Communications and Information
National Telecommunications and Information Administration
US Department of Commerce
1401 Constitution Avenue, NW
Washington, DC 20230

Dear Mr. Strickling:

The Housing Authority of the County of San Bernardino (HACSB) is submitting an application titled "Transforming Neighborhood Network Centers for Job Creation and Broadband Access" for the August 2009 Broadband Technology Opportunity Program (BTOP) Public Computer Centers competition.

If this application is funded, HACSB will provide \$200,000 in cash over the grant period as cash matching in support of the project activities. These funds will be drawn from non-federal sources.

Sincerely,

Maria Razo, MPA
Deputy Executive Director,
Office of Business Administration

SUSAN L. BENNER
Executive Director

MARIO SAUCEDO, Chairman
DERBIE MCCRAY
FRANK WILLIAMS

BOARD OF COMMISSIONERS

GEORGE GUERRERO

KAREN FRICKE, Vice Chairman
JESSIE HUNOZ
LORETTA GUILLEN



City of San Bernardino
EMPLOYMENT & TRAINING AGENCY (SBETA)
ONE STOP CAREER CENTER
ERNEST B. DOWDY - EXECUTIVE DIRECTOR

600 North Arrowhead Ave., Suite 300 • San Bernardino • CA 92401-1148
909.888.7881 • Fax: 909.889.7833 • email: sbeta@sbeta.com • www.sbeta.com

August 14, 2009

Mr. Lawrence E. Strickling, Assistant Secretary for Communications and Information
National Telecommunications and Information Administration
US Department of Commerce
1401 Constitution Avenue, NW
Washington, DC 20230

Dear Mr. Assistant Secretary:

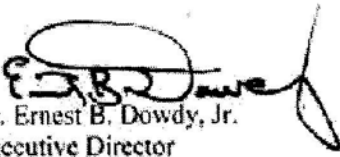
I am pleased to provide this letter committing matching resources to the Broadband Technology Opportunities Program (BTOP) Public Computer Centers project proposed by the Housing Authority of the County of San Bernardino (HACSB).

The City of San Bernardino Employment and Training Agency (SBETA) is a One-Stop Career Center. If HACSB's application is funded, the City of San Bernardino Employment and Training Agency (SBETA) will provide WIA co-enrolled participants in HACSB's program:

- Tuition and educational expenses for online and face-to-face classes/courses/job training;
- Access to several job fairs each year; and
- Career services and follow-up services to assist participants during and after program participation.

Approximately, twenty (20) adults and youth will receive these services per grant year, and the value of these in-kind educational and other supportive services will be at least \$100,000 per project year, for the three years of the grant period.

Sincerely,


Dr. Ernest B. Dowdy, Jr.
Executive Director



August 19, 2009

Mr. Lawrence E. Strickling, Assistant Secretary for Communications and Information
National Telecommunications and Information Administration
US Department of Commerce
1401 Constitution Avenue, NW
Washington, DC 20230

Dear Mr. Assistant Secretary:

I am pleased to provide this letter agreeing to provide contracted services for the Housing Authority of the County of San Bernardino (HACSB) if HACSB's Broadband Technology Opportunities Program (BTOP) Public Computer Centers project is funded.

Work Image Network (WIN) provides career development training, educational support, employment retention tools, mentoring and professional attire to support disadvantaged men and women in transition, guiding them to success in their careers and invoking a positive change in the course of their lives.

If HACSB's application is funded, WIN will provide participants WIN's 9-week course covering: basic computer skills; building a resume; online job search; online preliminary interviews and taped mock interviews, and personal financial planning. WIN will also provide participants workshops in Customer Service and Career Advancement as a continuum of care.

WIN will deliver this curriculum at HACSB's Neighborhood Networks sites to two cohorts of 15 participants each per each of five sites per grant year for three years—i.e., to a total of 450 participants over the grant period.

Sincerely,

Pam Poliakoff
Founder & CEO

"Providing
educational
support to
those re-
entering the
work force"



August 17, 2009

Susan Benner, Executive Director
Housing Authority of the County of San Bernardino
715 E Brier Drive
San Bernardino, CA 92408

Re: Agreement in Principle

Dear Ms. Benner:

This letter documents our agreement in principle to contract for printing services if your organization's grant application for a Public Computer Centers project under the Broadband Technology Opportunities Program (BTOP) is funded by the National Telecommunications and Information Administration (NTIA).

Sunwest Printing, Inc., is a full service printing company that is a Small Disadvantaged Business as defined by the Small Business Act, 15 U.S.C. § 637, 8(a).

Agreement in Principle

Party A: Housing Authority of the County of San Bernardino
Party B: Sunwest Printing, Inc.

If Party A's grant application as named above is funded by the NTIA, Party B agrees with Part A in principle to provide printing services as needed for the project/s.

1. Party A and Party B will establish a written agreement acceptable to both parties for the purpose stated above.
2. Responsibility and Obligation: Party A
Establishing a written agreement with Party B for printing services;
Providing payment for services rendered in a manner to be specified in said agreement.
3. Responsibility and Obligation: Party B
Providing printing services as needed in a timely and workmanlike manner.
4. Funds
Party A will provide funds to pay invoices in a manner to be agreed upon in said agreement.
5. Anything not mentioned above will be discussed in an amicable way by both parts.

The signatures below indicate assent to this agreement in principle.

Sincerely,

John Lopez
Vice President, Sunwest Printing, Inc.

For the Housing Authority of the County of San Bernardino:	
	8/20/09
Susan Benner, Executive Director	Date

SUNWEST PRINTING, INC
390 NORTH "H" STREET, SAN BERNARDINO, CA 92410
(909) 885-7599 • FAX (909) 889-7688
WWW.SUNWESTPRINT.COM



August 17, 2009

Susan Benner, Executive Director
Housing Authority of the County of San Bernardino
715 E Brier Drive
San Bernardino, CA 92408

Re: Agreement in Principle

Dear Ms. Benner:

This letter documents our agreement in principle to contract for security services if your organization's grant application for a Broadband Technology Opportunities Program (BTOP) Public Computer Centers project is funded by the National Telecommunications and Information Administration (NTIA).

Surveillance, Protection, & Investigations Group, Inc., is a security company that is a Small Disadvantaged Business as defined by the Small Business Act, 15 U.S.C. § 637, 8(a).

Agreement in Principle

Party A: Housing Authority of the County of San Bernardino
Party B: Surveillance, Protection, & Investigations Group, Inc.

If Party A's grant application for a Broadband Technology Opportunities Program (BTOP) Public Computer Centers project is funded by the NTIA, Party B agrees with Party A in principle to provide security services for this project.

1. Party A and Party B will establish a written agreement acceptable to both parties for the purpose stated above.
2. Responsibility and Obligation: Party A
 - Establishing a written agreement with Party B for security services;
 - Providing payment for services rendered in a manner to be specified in said agreement.
3. Responsibility and Obligation: Party B
 - Providing on site security services meeting specifications to be stated in said agreement.

Executive Protection — Uniformed Security — Estate Security — Private Investigations

8440 Maple Place Suite #108 ~ Rancho Cucamonga, CA 91730
(866) 276-2743 ~ (310) 601-7266 ~ Fax (310) 691-8419 ~ www.thespigroupinc.net



- 4. Funds
 - Party A will provide funds to pay invoices in a manner to be agreed upon in said agreement.
- 5. Anything not mentioned above will be discussed in an amicable way by both parts.

The signatures below indicate assent to this agreement in principle.

Sincerely,

[Handwritten Signature]
 Emilie Olguin
 Vice President

For the Housing Authority of the County of San Bernardino:	
<i>[Handwritten Signature]</i>	<u>8/20/09</u>
Susan Benner, Executive Director	Date

Executive Protection — Uniformed Security — Estate Security — Private Investigations

8440 Maple Place Suite #108 ~ Rancho Cucamonga, CA 91730
 (866) 276-2743 ~ (310) 601-7266 ~ Fax (310) 691-8419 ~ www.thespigroupinc.net



August 17, 2009

Susan Benner, Executive Director
Housing Authority of the County of San Bernardino
715 E Brier Drive
San Bernardino, CA 92408

Re: Agreement in Principle

Dear Ms. Benner:

This letter documents our agreement in principle to contract for evaluation services if your organization's grant application for Broadband Technology Opportunities Program (BTOP) funding is funded by the National Telecommunications and Information Administration (NTIA). Clayton-Morrow, Inc., is a consulting company that is a Small Disadvantaged Business as defined by the Small Business Act, 15 U.S.C. § 637, 8(a).

Agreement in Principle

Party A: Housing Authority of the County of San Bernardino
Party B: Clayton-Morrow, Inc.

If Party A's grant application for funding under BTOP is funded by the NTIA, Party B agrees with Party A in principle to provide evaluation services for the project.

1. Party A and Party B will establish a written agreement acceptable to both parties for the purpose stated above.
2. Responsibility and Obligation: Party A
 - Establishing a written agreement with Party B for evaluation services;
 - Providing payment for services rendered in a manner to be specified in said agreement.
3. Responsibility and Obligation: Party B
 - Providing timely, accurate evaluation services meeting specifications to be stated in said agreement.
4. Funds
 - Party A will provide funds to pay invoices in a manner to be agreed upon in said agreement.
5. Anything not mentioned above will be discussed in an amicable way by both parts.

The signatures below indicate assent to this agreement in principle.

Sincerely,

Garth Clayton

Garth Clayton
President

For the Housing Authority of the County of San Bernardino:

Susan Benner
Susan Benner, Executive Director

8-20-09
Date

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 4040-0006
Expiration Date 04/30/2008

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Broadband Technology Opportunities Program - Public Computer Centers	11.557	\$	\$	\$ 1,239,980.00	\$ 500,000.00	\$ 1,739,980.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 1,239,980.00	\$ 500,000.00	\$ 1,739,980.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Broadband Technology Opportunities Program - Public Computer Centers	Matching non-federal			
a. Personnel	\$ 336,030.00	\$ 96,386.00	\$	\$	\$ 432,416.00
b. Fringe Benefits	80,647.00	23,133.00			103,780.00
c. Travel					0.00
d. Equipment	65,024.00				65,024.00
e. Supplies	10,058.00				10,058.00
f. Contractual	622,321.00	350,481.00			972,802.00
g. Construction					0.00
h. Other	125,900.00	30,000.00			155,900.00
i. Total Direct Charges (sum of 6a-6h)	1,239,980.00	500,000.00	0.00	0.00	\$ 1,739,980.00
j. Indirect Charges					\$ 0.00
k. TOTALS (sum of 6i and 6j)	\$ 1,239,980.00	\$ 500,000.00	\$ 0.00	\$ 0.00	\$ 1,739,980.00
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Reproduction

Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A -1 02) Page 1A

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. BTOP - Public Computer Centers	\$ 200,000.00	\$	\$ 300,000.00	\$ 500,000.00	
9.				0.00	
10.				0.00	
11.				0.00	
12. TOTAL (sum of lines 8-11)	\$ 200,000.00	\$ 0.00	\$ 300,000.00	\$ 500,000.00	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 534,305.00	\$ 205,562.00	\$ 109,581.00	\$ 109,581.00	\$ 109,581.00
14. Non-Federal	\$ 133,725.00	\$ 33,431.00	\$ 33,432.00	\$ 33,431.00	\$ 33,432.00
15. TOTAL (sum of lines 13 and 14)	\$ 668,030.00	\$ 238,993.00	\$ 143,013.00	\$ 143,012.00	\$ 143,013.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. BTOP - Public Computer Centers	\$ 394,990.00	\$ 310,685.00	\$	\$	
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)	\$ 394,990.00	\$ 310,685.00	\$ 0.00	\$ 0.00	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges: 1239980	22. Indirect Charges:				
23. Remarks: "Other" includes 3 years of T1 costs plus cost of ADA access in Year 1.					

PCC -- Revised 01122010						
	Year 1		Year 2		Year 3	
Personnel	Requested	Matching	Requested	Matching	Requested	Matching
Deputy Executive Director	--	--	--	--	--	--
Resident Services Coordinators	--	--	--	--	--	--
Lab monitors (5), 100%	\$121,680	\$13,520	\$97,344	\$25,066	\$58,406	\$40,106
PT Lab Monitors (20 hrs/week)	27,000		20,858	6,953	10,742	10,742
Fringe benefits @ 24%	35,683	3,245	28,368	7,684	16,596	12,203
Contracts/Consultants						
New security @ 3 sites	32,960	16,960	49,920		41,920	8,000
Printing	21,000		11,000	10,000	10,521	10,521
Direct Mail	12,500		10,000		5,000	5,000
Evaluator	30,000		30,000		30,000	
Work Image Network	112,500		112,500		112,500	
City of San Bernardino Employment Training		100,000		100,000		100,000
Equipment/Furn						
Computer stations (25)	34,000					
T1 Routers	10,200					
NNC Dedicated Server	10,000					
Barracuda Spam and Virus Firewall 300	2,000					
Energize Updates, 3 year	1,249					
HP Networkable Printer P3005n	1,700					
Computer desks & chairs (25)	5,875					
Supplies						
Software	10,058					
Other						
ADA access	20,900					
T1s (5)	45,000		35,000	10,000	25,000	20,000
Totals	\$534,305	\$133,725	\$394,990	\$159,703	\$310,685	\$206,572
Total Requested	\$1,239,980					
Total Matching	\$500,000					
Match as % of Total Project Cost	20%		29%		40%	

FORM CD-511
(REV 1-05)

U.S. DEPARTMENT OF COMMERCE

CERTIFICATION REGARDING LOBBYING

Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, "New Restrictions on Lobbying." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Commerce determines to award the covered transaction, grant, or cooperative agreement.

LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

In any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

NAME OF APPLICANT

Housing Authority of the County of San Bernardino

AWARD NUMBER AND/OR PROJECT NAME

Transforming Neighborhood Network Centers

PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Susan Benner, Executive Director

SIGNATURE

Susan Benner

DATE

08/20/2009

OMB Approval No: 4040-0007
Expiration Date: 07/30/2010

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

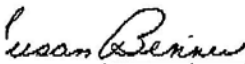
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-618), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-846) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a -1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> 	<p>* TITLE</p> <p>Executive Director</p>
<p>* APPLICANT ORGANIZATION</p> <p>Housing Auth Cnty of San Bernardino</p>	<p>* DATE SUBMITTED</p> <p>08-20-2009</p>

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB
0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Housing Authority of the County of San Bernardino 715 E Brier Drive San Bernardino, CA 92408-2841 Congressional District, if known: CA 43rd	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: N/A Congressional District, if known: N/A	
6. Federal Department/Agency: National Telecommunications and Information Administration, US Department of Commerce	7. Federal Program Name/Description: Broadband Technology Opportunities Program Public Computer Centers CFDA Number, if applicable: 11.557	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): Grace Fennel, Melody H. 101 Constitution Avenue, Suite 800 Washington, DC 20001	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): Same as 10.a.	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the law above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Susan Benner</u> Print Name: <u>Susan Benner</u> Title: <u>Executive Director</u> Telephone No.: <u>(909) 890-0644</u> Date: <u>8/20/2009</u>	
Federal Use Only:	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

BEST BEST & KRIEGER

ATTORNEYS AT LAW

INDIAN WELLS
(760) 568-2611

LOS ANGELES
(213) 617-8100

ONTARIO
(909) 989-8584

RIVERSIDE
(951) 886-1450

5 Park Plaza, Suite 1500
Irvine, California 92614
(949) 263-2600
(949) 260-0972 Fax
BBKlaw.com

SACRAMENTO
(916) 325-4000

SAN DIEGO
(619) 525-1300

WALNUT CREEK
(925) 977-3300

Marco A. Martínez
(949) 263-6582
Marco.Martinez@bbkllaw.com
File No. 55306.00000

August 11, 2009

Administrator
Rural Utilities Service
U.S. Department of Agriculture
Washington, D.C. 20250-1500

Assistant Secretary
National Telecommunications and Information Administration
U.S. Department of Commerce
Washington, D.C. 20230

Re: Housing Authority of the County of San Bernardino Public Computer
Centers Program Application & Grant Agreement

Ladies and Gentlemen:

I am General Counsel for the Housing Authority of the County of San Bernardino (the "Applicant"), and in such capacity am familiar with the Applicant's ability to apply to the Public Computer Centers Program Application (the "Program") and enter into the grant agreement (the "Agreement") as referenced in the applicable Notice of Funds Availability (the "NOFA").

This opinion letter may only be relied upon by the addressees identified above in connection with the Program.

I have examined and relied upon such records, documents, and other matters as are in my judgment necessary to enable me to render the opinions expressed herein. Based on the foregoing, and with regard to California law and the federal laws of the United States of America, I am of the opinion that:

1. The Applicant is a public body corporate and politic, duly organized and existing under the laws of the State of California.

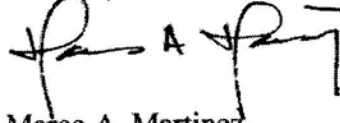
BEST BEST & KRIEGER
ATTORNEYS AT LAW

August 11, 2009
Page 2

2. The Applicant has corporate power: (1) to execute and deliver the Agreement as referenced in the applicable NOFA; and (2) to perform all acts required to be done by the Applicant under said Agreement.

3. There is no action, suit, proceeding, inquiry or investigation at law or in equity before or by any court, public board or body, pending or, to my knowledge, threatened against or affecting the Applicant: (a) to restrain or enjoin the Applicant from performing the duties under the Agreement; (b) wherein an unfavorable decision, ruling, or finding will have a material adverse effect on the financial condition of the Applicant which would adversely affect the Applicant's ability to perform its duties under the Agreement; or (c) in any way contests the existence or powers of the Applicant with respect to the execution and delivery of the Agreement.

Sincerely,

A handwritten signature in black ink, appearing to read 'Marco A. Martinez', with a stylized flourish at the end.

Marco A. Martinez
of BEST BEST & KRIEGER LLP
General Counsel
Housing Authority of the County of San Bernardino

cc: Susan Benner