Request for Applications: NTIA Broadband Infrastructure Program (BIP) Grant
Agenda

- Project/Opportunity Overview
- Basic Required Information
- Forms & Description of Covered Partnership
- Information on Finished Broadband Project
- Information on the Proposed Service Area
- Project Plan, Costs & Financial Background Information
- Detailed Project Budget (SF 424C)
- Project Sustainability
- Previous Aid
- Indirect Cost Agreement
- Description of Labor Standards & Letters of Commitment
RFA Opportunity Overview

• BIP: “$288 million broadband deployment program directed to “covered partnerships” to support broadband infrastructure deployment to areas lacking broadband, especially rural areas”

• Purpose of RFA: to seek and select a provider to partner with to extend broadband deployment to areas of the state that are currently unserved by sustainable 25/3 Mbps broadband coverage

• Application Materials due July 30th by 4 p.m. CST

• RFA will select ONE partner
RFA Opportunity Overview (Continued)

ADECA’s team will:
• Prepare the final full application
  • NEPA preliminary review
  • Budget Narrative
  • General Narrative
  • Upload and submit on Grants.gov

Selected Provider will:
• Provide all requested materials per the RFA
• Include in RFA response statement of agreement to terms of NTIA BIP program
• Be available for meetings the first week of August for follow up information requests
Basic Required Information

Include in RFA response:

• SAM registration status and CAGE Code
• DUNS number
• Basic team contact information and indication of who has signature authority
• Addresses of partners (including full postal code)
• Name, Title, Email Address, and Address of point of contact
Forms & Description of Covered Partnership

The following forms are signature only:

• Assurance for Construction Programs (SF-424D)
• Certification Regarding Lobbying (CD511)
• Disclosure of Lobbying Activities (SFLLL)

Other required information:

• Resume of five (5) key personnel, not to exceed one (1) page each
• Table of Funded Project Participants, Unfunded Informal Collaborators
• Business profile/background
• Description of your role in the ‘covered partnership’
  • Your responsibilities/scope of work
### Example: Table of Funded Participants & Unfunded Informal Collaborators

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Organization Address</th>
<th>Administrative Role</th>
<th>Scope of Work</th>
<th>Proposed Funding Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Your Company Name)</td>
<td>(Your Address)</td>
<td>Subrecipient/Covered Partner</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The Alabama Department of Economic and Community Affairs (ADECA)</td>
<td>401 Adams Ave, Montgomery, AL 36104</td>
<td>Lead Applicant</td>
<td>Project oversight</td>
<td></td>
</tr>
<tr>
<td>(Legal Counsel)</td>
<td>(Address)</td>
<td>Contractor for funded participants</td>
<td>Contract support</td>
<td></td>
</tr>
<tr>
<td>(Chamber of Commerce)</td>
<td>(Address)</td>
<td>Unfunded collaborator</td>
<td>Supported application development</td>
<td></td>
</tr>
</tbody>
</table>
Information on Proposed Finished Broadband Project

Network and System Designs and Diagrams with technical specifications and route miles
  • Drawings and explanatory narrative required

Project routes in .kmz, and .shp
  • Layers in .kmz should include:
    • Wetlands, endangered species (USFWS layers)
    • Soils layers
  • .shp file – just the proposed routes – no other features

Speeds/tiers of speeds and Pricing
Information on Proposed Service Area

• Description of method of construction

• List of census blocks (or portions of census blocks) to be served
  • Include summary breakdown of # total households plus unserved households/businesses/CAIs to be served by the project
  • Percentage of total unserved population in project area to be served by the project

• Site and aerial photographs of the project area (google maps)

• Copy of any environmental or historic preservation review documentation prepared in connection with permits or approval (if applicable)

• Maps of the proposed service area(s) for inclusion in Narrative w/ clear map legends included
Project Plan, Costs, & Financial Background

**Project Plan (brief narrative required):**
- Major project activities
- Timelines for Implementation including key development milestones
- Include a Gantt Chart
- An inventory of current build materials, including orders placed or anticipated
  - Project/state your ability to get started upon award
- Itemized Bill of Materials or detail on project costs (for background)
  - Your experience/expertise matters and should be noted

**Financials (most recent company-wide):**
- Balance Sheets
- Income statements
- Statements of cash flow
Detailed Project Budget

SF 424C Categories

- Provide explanations for how you reached the estimates provided for each cost classification
- Only include items that apply to the project
- Detailed spreadsheets welcome
- Most of your budget will be Construction & Equipment

<table>
<thead>
<tr>
<th>COST CLASSIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Administrative and legal expenses</td>
</tr>
<tr>
<td>2. Land, structures, rights-of-way, appraisals, etc.</td>
</tr>
<tr>
<td>3. Relocation expenses and payments</td>
</tr>
<tr>
<td>4. Architectural and engineering fees</td>
</tr>
<tr>
<td>5. Other architectural and engineering fees</td>
</tr>
<tr>
<td>6. Project inspection fees</td>
</tr>
<tr>
<td>7. Site work</td>
</tr>
<tr>
<td>8. Demolition and removal</td>
</tr>
<tr>
<td>9. Construction</td>
</tr>
<tr>
<td>10. Equipment</td>
</tr>
<tr>
<td>11. Miscellaneous</td>
</tr>
<tr>
<td>12. SUBTOTAL (sum of lines 1-11)</td>
</tr>
<tr>
<td>13. Contingencies</td>
</tr>
<tr>
<td>14. SUBTOTAL</td>
</tr>
<tr>
<td>15. Project (program) income</td>
</tr>
<tr>
<td>16. TOTAL PROJECT COSTS (subtract #15 from #14)</td>
</tr>
</tbody>
</table>
Project Sustainability

• Narrative discussion: explain why proposed project will be sustainable beyond grant period of performance. Include backup documentation and discussion on:
  • Revenue projections
  • Expense projections
  • Business plans
  • Market projections including take rate over the coming years and how that estimate was reached

• Third-party funding commitments, if any (project only)
• Scalability and future capacity to integrate next generation technology
• Other data demonstrating the project will be sustained beyond the award period
Previous Aid Received or Recently Awarded

**Status regarding:**

- Any grant, loan or loan guarantee provided by a State to a project participant for broadband service deployment in the proposed service area

- Any grant, loan or loan guarantee with respect to the proposed service area provided by the Secretary of Agriculture under the Rural Electrification Act of 1936

- Any grant, loan or loan guarantee with respect to the proposed service area provided by the ReConnect program

- Any high-cost universal service support provided under section 254 of the Communications Act of 1934

- Any grant provided under section 6001 of the American Recovery and Reinvestment Act of 2009

- Amounts made available for the Education Stabilization Fund under the heading “DEPARTMENT OF EDUCATION” in the title VIII of division B of the CARES Act

- Any other grant, loan or load guarantee provided by the Federal Government for the provision of broadband service
Indirect Cost Agreement

_Only Needed if Requesting In-Kind Match_

- A copy of an approved agreement if negotiated with a cognizant federal agency
- A statement verifying no rate has been negotiated
  - Successful applicants who do not have an approved agreement will be required to obtain one
- A statement specifying decision to use 10% de minis indirect cost rate (official certification may be required)
Description of Labor Standards & Letters of Commitment

Labor standards for the project
• Describe standards in place (narrative)
• Project labor agreements (if applicable)
• Community benefit agreements (if applicable)
• Local hire provisions (if applicable)
• Workforce plans and practices (general narrative)

Letter of Commitment
• Address to ADECA
• Include a brief scope of work and relevance
• Legal review recommended
Questions?

Contact info:

Heather D. Mills
Vice President, Grant & Funding Strategies
CTC Technology & Energy
Email: hmills@ctcnet.us