



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

| Organization Name | Organization Address | Administrative Role | Scope of Work | Proposed Funding Amount |
|--|--|------------------------------------|-----------------------------------|-------------------------|
| (Your Company Name) | (Your Address) | Subrecipient/Covered Partner | | |
| The Alabama Department of Economic and Community Affairs (ADECA) | 401 Adams Ave, Montgomery, AL 36104 | Lead Applicant | Project oversight | |
| (Legal Counsel) | (Address) | Contractor for funded participants | Contract support | |
| (Chamber of Commerce) | (Address) | Unfunded collaborator | Supported application development | |

Information on Proposed Finished Broadband Project

Network and System Designs and Diagrams with technical specifications and route miles

- Drawings and explanative 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

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

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 minimis 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?

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