

The American Recovery & Reinvestment Act (ARRA)

The Potential Building Blocks of Your Stimulus Broadband Grant Application

A Checklist Prepared by Kimball in conjunction
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Item	Responsibility
<p>Organization:</p> <ul style="list-style-type: none"> • Organization name for grant application • Corporate – Parent Name • Address and contact information for organization • Federal ID/ TIN/ DUNS Numbers 	
<p>Contact Person: Full information for the contact person responsible for application:</p> <ul style="list-style-type: none"> • Name • Address • Email • Telephone and fax 	
<p>Central Contracting Registry (CCR):</p> <ul style="list-style-type: none"> • Are you registered on www.grants.gov? 	
<p>Congressional Districts:</p> <ul style="list-style-type: none"> • Corporate office • Subsidiary companies/branches 	
<p>Project Name:</p> <ul style="list-style-type: none"> • Consider project(s) names that clearly identifies the project and the area that it is going to serve. 	
<p>Eligibility / Corporate Structure:</p> <ul style="list-style-type: none"> • Type of applicant • Articles of incorporation • Proof of legal existence • State of federal legal forms (if applicable) • Organizational structure • Parent and subsidiaries • Board of directors or managing members • Organizational chart • Statement of experience • Board resolution/legal authority to contract with the government 	
<p>Communities to Serve:</p> <ul style="list-style-type: none"> • Existing • Proposed • Service areas and numbers or home to be served • Census data on communities • Type of site – fixed versus non fixed (if applicable) • Maps 	

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<p>Projects:</p> <ul style="list-style-type: none"> Define by project number the projects/grants you feel you may be submitting by priority. This can be incorporated into the Executive Summary draft. 	
<p>Introduction:</p> <ul style="list-style-type: none"> Summarize in one page the project that is being proposed. 	
<p>Executive Summary / Project Description (Straw man):</p> <ul style="list-style-type: none"> For each project you propose, provide up to a 10 page executive summary of what the project will look like. Include: <ul style="list-style-type: none"> Description of the community Description of the applicant The goals of the project Scope of work overview A general overview of the telecommunications system to be developed including the types of equipment, technologies and facilities used Description and procedures used to determine the unavailability of existing broadband services Describe the economic need Describe the need and benefit Describe how the project will create or preserve jobs Describe in general the cost of the project 	
<p>Budget:</p> <ul style="list-style-type: none"> Provide a straw man budget for each project that you have defined/projected Leveraging – they will need to understand what dollars your organization will be leveraging on the overall budget. They will need to know and certify all funding sources. 	

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<p>Potential Scoring Criteria: This is to be determined, however you need to look at the following and be ready to score the proposed projects based on historical scoring documents:</p> <ul style="list-style-type: none"> • Census data of all communities should be gathered immediately. <p>POTENTIAL OBJECTIVE SCORING:</p> <ul style="list-style-type: none"> • Rurality • National School Lunch Program(NSLP) scoring • Economic need • Leveraging • Empowerment zones / champion communities • Jobs and preservation of jobs - direct <p>POTENTIAL SUBJECTIVE SCORING:</p> <ul style="list-style-type: none"> • Community needs and benefits • Cost effectiveness • Innovativeness of the project • Jobs and preservation of jobs - indirect • Investments in the new economy • Creating broadband infrastructure • Project complements and enhances ... and does not conflict with other broadband initiatives and programs? (NTIA section) <p>Consider these purposes when writing the subjective scoring:</p> <ul style="list-style-type: none"> • Access to unserved areas; • Improve access to and use of broadband in underserved areas; • Broadband education, awareness, training access, equipment and support to host organizations including libraries, healthcare providers, educational organizations and other community organizations; • Access to low-income, unemployed, aged and otherwise vulnerable populations; • Improve access to broadband for public safety; • Stimulate demand for broadband, economic growth and job creation. Consider strategic facilities located within a State-designated economic zone, Economic Development District designated by the Dept. of Commerce, Renewal Community or Empowerment Zone designated by the Dept. of Housing and Urban Development, or Enterprise Community designated by the Dept. of Agriculture. 	

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<p>Other considerations:</p> <ul style="list-style-type: none"> • The affordability of and subscribership to the greatest population of users in the area; • Providing the greatest broadband speed possible to the greatest users in the area; • Enhanced services for health care delivery, education or children to the greatest population of users; • Discussion whether the applicant is a socially and/or economically disadvantaged small business. <p>Once the communities and projects have been chosen and prioritized, Kimball and e-Copernicus will move deeper into the scoring process with the above categories.</p>	
<p>Certification Forms (attached):</p> <p>Review with appropriate people within your company. You will need a full set of these forms, signed in blue ink for each application that is submitted:</p> <ul style="list-style-type: none"> • Survey on ensuring equal opportunity for applicants • Nondiscrimination certification • Certification regarding architectural barriers • Certification regarding flood hazard area precautions • Uniform relocation assistance and real property acquisition policies act of 1970 certification • Certification regarding drug free workplace • Certification regarding debarment, suspension and other responsibility matters • Certification regarding lobbying for contracts, grants, loans and cooperative agreements • Non duplications of services certificate • Federal obligations certification on delinquent debt • Environmental questionnaire/certification <p>-----</p> <ul style="list-style-type: none"> • Possible certification that no area of the project funded with amounts made available under (RUS) may receive funding under the BTOP program (from RUS section) • Evidence that project could not proceed without Stimulus support. 	

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<p>System Design and Network Design:</p> <p>You will need an overall system/network design with the interconnections (if applicable), etc. You will also need to break this down by project and by community.</p> <p>Kimball will discuss this further when we determine and prioritize the projects.</p>	
<p>Sustainability:</p> <ul style="list-style-type: none"> • Will discuss in more details as projects and budgets are defined. 	
<p>Agreements:</p> <ul style="list-style-type: none"> • Any agreements (interconnection, services, etc.) that are applicable to deploying project and service. 	
<p>Letters of Support:</p> <ul style="list-style-type: none"> • States • Local Businesses and organizations 	
<p>Shovel Ready:</p> <ul style="list-style-type: none"> • Evidence that project is ready to start, “shovel ready!” • Outline timelines/time frames 	
<p>Other: More to Come!</p>	