

Broadband Stimulus

Summary of Application Requirements

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This information represents a good-faith effort by appropriate staff of the Northwest Pennsylvania Regional Planning and Development Commission to summarize information drawn from a Notice of Funds Availability (NOFA) as issued by the US Department of Agriculture and US Department of Commerce on July 1, 2009. This summary should not be used as a substitute for a complete review of the official NOFA document.

Requirements for Step One of Application Process (BIP and BTOP Proposals)

- Identity of the applicant and general project information including
 - Description of project (that will be made public)
 - Congressional Districts affected by the project
 - Estimated dollar amount of the funding request
- Verification application meets eligibility factors including
 - “Complete” application
 - All supplemental documentation
 - Commitment to substantial completion within 2 years and project completion within 3 years of award
 - Demonstration project is technically feasible
 - Demonstration application agrees to comply with nondiscrimination and interconnection obligations
 - Demonstration applicant agrees to comply with last mile coverage obligations
 - Additional requirements for BIP
 - Demonstration that 75% of proposed funded service area is rural
 - Demonstration that project will be fully funded
 - Demonstration that project is financially feasible
 - Additional requirements for BTOP
 - Demonstration project advances at least one of BTOP’s five statutory purposes
 - Commitment to or waiver of matching requirement
 - Demonstration that project could not be completed in the grant period but for federal funding
 - Demonstration budget is reasonable
 - Demonstration all costs are eligible costs
- Executive Summary
 - Opportunity system seeks to address
 - Description of proposed service area

- Number of households and businesses passed
- Number of community anchor institutions, public safety entities and critical community organizations to be passed and/or involved
- Proposed service offerings
- How non-discrimination and interconnection requirements will be met
- Type of broadband system to be deployed
- Qualifications of the applicant
- Overall infrastructure cost
- Subscriber projections
- Number of jobs created or saved
- Description of proposed service area
 - Map
 - Data describing geography and demographics including unserved or underserved
 - Names of census designated communities and identification of areas not within census designated community within service area
 - Identification of whether census designated communities are
 - Rural or non-rural
 - Remote and unserved
 - Underserved or served
 - Methodology for making rural/non-rural/remote/unserved/underserved classifications
 - Whether applicant is seeking waiver providing less than 100% coverage of any census block
 - Identification of last mile areas to be served
- Description of proposed service offerings
 - Associated pricing plan
 - Advertised prices of service offerings by competitors in same area
 - Description of nondiscrimination, interconnection, and network management plan(s)
 - Explanation of why service offerings are affordable
 - Estimated cost per household (BTOP only)
- Technology type including
 - Description of system design to deliver broadband service
 - Network diagram (certified by professional engineer if > \$1 million)
 - Whether applicant is seeking waiver of Buy America provision
 - Whether project allows more than one provider to serve end users
- Timeline including
 - Key milestones for implementation
 - Construction schedule (certified by professional engineer if >\$1 million)
 - Potential challenges
 - Associated milestones for build-out to
 - Census blocks
 - Households

- Businesses
 - Community anchor institutions
 - Public safety entities
 - List of ALL required license and regulatory approved needed
 - How much applicant will rely on contractors/vendors to deploy network facilities
- Resumes of key management personnel
 - Description of organizational readiness to manage network
 - Organizational chart
 - Parent organizations
 - Subsidiaries
 - Affiliates
- Legal opinion
 - Addressing applicant's ability to enter into the award documents
 - Describes all pending litigation matters
 - Addresses applicant's ability to pledge security as required by award documents
- Partnerships with public, non-profit, and private sector groups and collaboration with other state and federal development programs including other Recovery Act programs
- Itemized budget
 - Ratio of loans to grants
 - Other sources of outside funding
 - Explanation of reasonableness of unit price/total number of units required for project
- Pro Forma financial analysis related to sustainability (5 years)
 - Subscriber estimates
 - Proposed service offerings in addition to broadband Internet access
 - Annual financial projections
 - Balance sheets
 - Income statements
 - Cash flow statements
 - Supporting assumptions
 - List of committed sources of capital funding
- Historical financial statements
- CPA audits – previous two years

Additional Requirements for BIP Applicants Only

- Self scoring sheet analyzing NOFA scoring criteria
- Pricing package offered to critical community facilities (if any)
- Evidence applicant is socially and economically disadvantaged small business concern

Additional Requirements for BTOP Applicants Only

- Description of how applicant will advance objectives of the Recovery Act
- Description of how applicant will advance specific objectives of BTOP
- Demonstration of need for grant funding
 - Documentation demonstrating project would be unfeasible but for federal assistance
- Description of how applicant will enhance services for
 - Health care delivery
 - Education
 - Children
- Additional verification related to non-discrimination and interconnection obligations
- Percentage of matching funds applicant will contribute
 - Percentage of total cost
 - Specific amounts cash/in-kind
- Whether applicant receives any federal support for non-recurring costs in proposed funded service area
- Evidence of collaboration with any socially and economically disadvantaged small business concerns