California Advanced Fund Services Broadband Adoption Grants

Program Overview

For CETF

November 13, 2018

Agenda

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- What Projects Qualify for Grants?

- How much Funding is Available?

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Adoption Account Overview

- The Broadband Adoption Account was created via Assembly Bill 1665 with the goal to increase publicly available or after-school broadband access and digital inclusion.

- The Broadband Adoption Account provides grants for digital literacy training programs and free broadband access to communities with limited broadband adoption.

- Preference is given to programs and projects in communities with demonstrated low broadband access, including low income communities, senior citizen communities, and communities facing socioeconomic barriers to broadband adoption.

Eligible Projects

Grants may be awarded for the following types of projects (see D.18-06-032):

- **Digital Literacy Projects**- Digital inclusion projects can include digital literacy training programs and public education to communities with limited broadband adoption, including low-income communities, senior citizen communities, and communities facing socioeconomic barriers to broadband adoption.

- **Broadband Access Projects**- Publicly available or after-school broadband access projects can include free broadband access in community training rooms or other public spaces, such as local government centers, senior citizen centers, schools, public libraries, nonprofit organizations, and community-based organizations. It may also include funding community outreach, such as analysis, comparison of Internet plans with the community, and call centers that will increase broadband access and adoption.

Funding Availability

- The Broadband Adoption Account is authorized $20 million to provide grants to increase publicly available or after-school broadband access and digital inclusion.

- No more than $5 million will be awarded in the first application cycle (August 31, 2018) and will serve as a pilot to determine the effectiveness of the Adoption strategy for the second cycle.

- Projects requesting $100,000 or less in funding may be eligible for expedited review by Commission staff.

- Reimbursement caps are implemented for travel (no more than 10% of total project costs), and computing devices (no more than $750/unit for in-classroom devices, and no more than $150/unit or $10,000 per project for take home devices).

Eligible Applicants

The following entities are eligible to apply for grants:

- Local Governments
- Senior Centers
- Schools
- Public Libraries
- Nonprofit Organizations
- Community-Based Organizations

Publicly supported communities who are otherwise eligible to apply for grants from the Broadband Public Housing Account are also eligible to submit an application.

Application Requirements

- Applicants must complete and submit a project application package found on the Commission's [CASF website](#).

- The Grant may fund up to 85% of the total project costs, with the remaining 15% being self funded, or matched by other non-CASF funding sources.

- Applicants must identify the adoption levels, income, demographics, and other needs of the community, area or location be served by the project.

- Applicants must identify any socioeconomic barriers to broadband access and adoption of the community, area or location be served by the project.

- Applicants must project and track the number of participants served by the project.

- Applicants must project and track the number of new residential broadband subscriptions resulting from the project.

- Applicants must be ready to start the project within six months after the grant approval (after the ramp-up period) and complete the project within a 24-month timeframe or earlier.

Application Requirements (cont.)

- Applicants must provide a work plan for each project:

  - The Work Plan should include detailed functions, activities, and deliverables related to implementing the adoption program;
  - The Work Plan should include a timeline identifying milestone dates for such activities as well as performance metrics;
  - The work plan may incorporate a ramp-up period (a maximum of six months), followed by project deployment (a maximum of 24 months);
  - The ramp-up period will incorporate any training room or computer room set-up activities as well as community outreach;
  - The project deployment period is where activities to increase digital inclusion occur or where broadband access will be monitored; community outreach may be ongoing.

Reporting Requirements & Reimbursements

Three reports will be required throughout the course of the project. All reports must be submitted by no later than 3 months after the completion of that phase.

- **Ramp-up period report (if applicable):** This report is required after completion of the ramp up activities and when deployment is set to begin. In this report, recipients will report on the completion of the ramp up activities per the work plan, milestones met, as well as request payment for relevant expenses to date.

- **Year 1 Progress Report:** This report is required at the end of the first year of deployment. In this report, recipients will report on the status of Year 1 milestones per the work plan, as well as request payment for relevant expenses to date.

- **Year 2 Completion Report**: This report is required at the end of the 24 month period, or earlier if the work plan milestones/deliverables have all been accomplished. In this report, recipients will report on the completion of the overall project, milestones met per the work plan, as well as request payment for final and remaining relevant expenses.

Payments

Grantees may submit payment requests at 3 points throughout the project period. Payment requests will accompany the 3 reports required above (Ramp Up Period, Year 1, Year 2).

- The relevant project report must be submitted in order for a payment request to be granted.

- Payment requests for the ramp-up period may not exceed 25% of grant amount.

- All payments requests require documentation of outcome in "milestone" report.

- Grantees shall submit final requests for payment no later than 3 months after completion of the project.

- Payment will be based upon receipt and approval of invoices and other supporting documents showing the expenditures incurred for the project are in accordance with their application.

Applying for a Grant

- Project proposals are currently being accepted with the first application deadline on January 1, 2019.

- To Apply please visit the CPUC CASF [Adoption Website](#) for the Adoption Account Application Forms. A completed application package includes:
  - Adoption Account Application Form
  - Cover Letter
  - Information that will assist in evaluating the quality of the service or project (e.g. Current Curriculum, Brochures, Outreach Materials, etc.).
  - Endorsements from Community, Letters of Support (Optional)
  - Copy of IRS Non-Profit Tax-Exempt Ruling (If applicable)
  - Notarized Affidavit

- For questions about the application process , applicants may send an email to CASF_Adoption@cpuc.ca.gov.

Application Deadlines

Applications may be submitted at any time. However, staff will consider applications submitted on or before each deadline listed below as a batch, until all funds have been awarded.   Deadlines:

- August 31, 2018
- January 1, 2019
- July 1, 2019
- January 1, 2020
- July 1, 2020
- January 1, 2021
- July 1, 2021
- January 1, 2022
- July 1, 2022

Any deadline falling on a holiday or a weekend will be extended to the following business day.

Thank You

California Advanced Services Fund, Adoption Account

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