

CAPITAL PROJECTS FUND FOR BROADBAND INFRASTRUCTURE PROGRAM GUIDELINES

BACKGROUND

The Kansas Office of Broadband Development at the Kansas Department of Commerce was established to help ensure all Kansans have the opportunity to live, work, learn and compete in a global economy by improving universal access to quality, reliable and affordable broadband.

The United States (U.S.) Treasury launched the Coronavirus Capital Projects Fund in 2021 and is funded by the American Rescue Plan that provides \$10 billion for eligible governments to carry out critical capital projects that directly enable work, education, and health monitoring including remote options, in response to the public health emergency. The State of Kansas was awarded \$143.3M from the United States Treasury Coronavirus Capital Projects Fund, to be divided between up to three programs as defined in the United States Treasury guidance: Broadband Infrastructure, Digital Connectivity Technology, and Multi-Purpose Community Facility Projects. The Capital Projects Fund for Broadband Infrastructure Program (CPF), through the Kansas Office of Broadband Development, is poised to invest an estimated \$83.5M toward expanding digital connectivity in Kansas. Funding amounts for the two remaining programs will be finalized with the United States Treasury in the near future. This is a critical program in Kansas' plan to build operational robust broadband internet services into areas where service providers have not substantially invested in broadband before.

The CPF Program will be focusing on the deployment of broadband infrastructure to bring access to high-quality internet service to Kansas homes, businesses, and communities in areas of critical need that are not currently served by a wireline connection. The program goal is to provide affordable universal access to reliable broadband services with a minimum of 100/100 Mbps services. Demands of remote learning and work, telehealth services, online business, e-government, and day-to-day quality of life implications crystalized that a compelling need exists in many areas across Kansas. Aligned with the U.S. Treasury Coronavirus Capital Projects Fund guidance, fiber-optic infrastructure will be the preferred solution as it provides a future-proof capital investment for bandwidth scalability as technology evolves with future bandwidth requirements.

The CPF Program will deliver speeds that meet or exceed symmetrical speeds of 100 Mbps. If it would be impracticable, because of geography, topography, or excessive cost, for a Broadband Infrastructure Project to be designed to deliver services at such a speed, the proposed project must be designed so that it reliably meets or exceeds 100 Mbps download speeds and between 20 Mbps and 100 Mbps upload speeds and be scalable to a minimum of 100 Mbps symmetrical for download and upload speeds. Cost per passing and the geographic challenges will be considered during the evaluation period, relative to the access needs and overall derived benefits as a result of broadband deployment. All locations within the census blocks being served and funded through this program will be required to adhere to minimum speeds listed above. Fiber-optic infrastructure projects that focus on achieving last-mile connections will be prioritized. Middle mile will be funded only if required for the last-mile build.

The CPF Program is intended to address the following priorities:

- Broadband infrastructure deployment designed to directly enable work, education, and healthcare monitoring
- Address a critical need that resulted from or was made apparent or exacerbated by the COVID-19 public health emergency
- Address a critical need of the community to be served by it

In stewarding these public dollars, the Kansas Office of Broadband Development also encourages partnership projects that optimize public infrastructure through a collective investment such as:

- Projects proposed in KDOT construction corridors or in conjunction with state or local 'Dig Once' efforts
- Municipal, County, or regional projects that are part of a community's strategic broadband plan
- Scalable robust co-investment projects
- Partnership projects that involve broadband networks owned, operated by, or affiliated with local governments, non-profits, and co-operatives (providers with less pressure to generate profits and with a commitment to service entire communities) will be prioritized

PROGRAM OVERVIEW

The objective of the CPF Program administered through the Kansas Office of Broadband Development (KOBD) is to provide access to high-quality, reliable broadband in Kansas with priority given to applications that address unserved areas, economically distressed communities, and areas of compelling need. Applicants are expected to engage community leaders and stakeholders in the development of projects that are strategic, scalable, and bridge critical access gaps to support quality of life considerations and economic viability for Kansas citizens and communities.

Key Information:

- The CPF Program total funding for the State of Kansas: \$83.5M
- Required applicant match: 5% to 87% of total project cost. Applicant match will be as low as 5% for difficult to serve areas, especially in rural Kansas, to as high as 87% in areas adjacent to existing well-served areas involving cost efficient expansion
- Solicitation date: July 25, 2022
- Rolling application window: 4 weeks
- Potential award date: Mid-September through early November, based on an application window opening date of July 25, 2022
- Project period: 24 months from award
- Maximum individual award: \$10M*

* - Note: Projects over \$10M may be submitted but will only be considered as a multi-phased approach with a maximum of \$10M awarded in the first phase. If the initial phase is funded, the Kansas Office of Broadband Development does not guarantee future phases will be automatically funded as each successive project phase will need to be re-submitted for award consideration.

GRANT TIMELINE*

KOBD will be accepting applications and evaluating projects on a rolling basis. The application window will be open for four weeks and divided into two phases. After the first two weeks of the application period, the first set of applications will be published for “Phase 1” public comment. The Phase 1 public comment window will last two weeks and will be followed by a two-week applicant response window. On week four, the application window ends, and the remaining applications will be published for Phase 2 public comment. This will be followed by a two-week applicant response window. Applicant interviews will follow applicant response windows, which will be followed by Kansas Department of Commerce leadership grant selection and award announcements.

Image 1: Phased CPF Program Timeline

25-Jul	1-Aug	8-Aug	15-Aug	22-Aug	29-Aug	5-Sep	12-Sep	19-Sep	26-Sep	3-Oct	10-Oct	17-Oct	24-Oct
Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14
Phase 1 Application Window		Phase 1 Public Comment Window & Grant Evaluation		Applicant Response Window to Public Comment		Grant Evaluation Period		Applicant Interviews		Final Deliberations	KDC Leadership		
		Phase 2 Application Window		Phase 2 Public Comment Window & Grant Evaluation		Applicant Response Window to Public Comment		Grant Evaluation Period		Applicant Interviews		Final Deliberations	KDC Leadership

- July 14: Opportunity Announced
- July 21: Grant Webinar, Guidelines Posted, Intent to Apply
- July 25: Application Window (4 weeks)
- August 8 – August 19: Phase 1 Public Comment Window: 2 weeks per application
- August 22 – September 2: Phase 1 Applicant Response to Public Comment: 2 weeks per application
- August 22 – September 2: Phase 2 Public Comment Window: 2 weeks per application
- September 6 – September 16: Phase 2 Applicant Response to Public Comment: 2 weeks per application
- Applicant Interviews and Final Applicant Deliberations: estimated 4 weeks*
- Awards Announced mid-September through early November, based on an application window opening date of July 25, 2022.

KOBD reserves the right to request additional information regarding applications throughout the application review period.

* - timeline subject to change due to overall application volume

ELIGIBLE APPLICANTS

Applicants must be authorized to provide broadband services in the area proposed to be served. Eligible applicants include:

- Levels or units of government (e.g., municipalities or counties)
- Tribal Governments
- Private entities
- Co-operatives
- Electric Utilities

- Non-profit organizations
- Those authorized to provide broadband services in the proposed service area

Service providers will be required to be an active participant in federal subsidy programs prior to application submission to optimize digital inclusivity and adoption including partnering with school districts and colleges to raise awareness of subsidy programs. (i.e., Lifeline, Affordable Connectivity Program, Emergency Connectivity Fund). Service providers are also encouraged to partner with local housing agencies to take advantage of programs that benefit multi-dwelling units. Applicant must be an established service provider that has been operating for a minimum of three years in the State of Kansas.

ELIGIBLE AREAS

The purpose of the grant is to facilitate broadband access to unserved and underserved areas with demonstrated need and may include residential, business, and community anchor institution locations. Unserved is defined as a designated geographic area in which households or businesses are without a fixed, terrestrial connection supporting at least 100 Mbps download and 20 Mbps upload speeds. An underserved area is defined as a designated geographic area in which households or businesses are without a fixed, terrestrial connection supporting less than 100 Mbps download and 100 Mbps upload speeds and greater than 100 Mbps download and 20 Mbps upload. Proposed service areas are not required to be contiguous. However, non-contiguous areas more than 10 miles apart must include an explanation of how the economic and community impact is the same for the proposed areas. Middle-mile expenses are eligible for grant funding only when they are necessary for the provision of last-mile services described in the application. All projects must directly enable work, education, and healthcare monitoring.

Applications may be considered for areas with certified awards through the FCC Rural Development Opportunity Fund (RDOF) served by wireless with less than 100/20 Mbps speeds enabled (Minimum Performance Tier (<25/3Mbps) and Baseline Performance Tier (<50/5Mbps)). Recipients must ensure there is additional public benefit and a justification for using additional public funding to deploy to those locations. Service areas with certified awards through the FCC with more than 100/20 Mbps wireline/fiber will considered ineligible for grant award.

ELIGIBLE COSTS

The CPF Program funds up to \$83.5M of the eligible broadband infrastructure deployment costs for an eligible broadband project. Eligible broadband project expenses are capital expenses directly related to the deployment of a qualified broadband project, including 5% of pre-project development costs and uses, including data gathering, feasibility studies, engineering design, work related to environmental historical, and cultural reviews, permitting. All remaining pre-project costs are eligible under matching funds. Eligible costs also include materials, supplies, equipment, and construction of “last-mile” infrastructure expenses. Last-mile is defined as the final leg connecting a broadband service provider’s network to the end-user customer’s on-premises telecommunication equipment. Broadband infrastructure must provide access to additional residential, business, and community anchor institution locations.

Middle-mile expenses are eligible for grant funding only when associated with last-mile services described in the application. Grant expenses must be incurred, and funds *expended* during the project period per the official grant agreement.

- Projects over \$10M may be submitted but will only be considered as a multi-phased approach with a maximum of \$10M awarded in the first phase. Future phases will be considered for future broadband funding opportunities. If the initial phase is funded, the KOBD does not guarantee future phases will be automatically funded as each successive project phase will need to be re-submitted for award consideration.
- Eligible project costs: deployment-related costs associated with the broadband infrastructure build required for engineering, installation, and/or acquisition of middle-mile and last-mile broadband infrastructure to provide broadband access to additional residential, business, and community anchor institution locations. Middle-mile expenditures are eligible only when necessary to provide last-mile services.

INELIGIBLE COSTS

Ineligible costs include, but are not limited to:

- Acquisition of spectrum licenses
- Operating expenses
- Short-term operation leases
- Satisfaction of any obligation
- Payment of interest or principal on outstanding debt instruments
- Maintenance expenses related to the project.
- Infrastructure not directly connected to service provision for an end-user in the proposed area
- Indirect labor costs (fringe/benefits, travel, meals, lodging, paid time off, etc.)
- Long term capital asset purchases/leases, although cost allocation for use during the project period will be considered on a case-by-case basis

INTENT TO APPLY

Potential applicants should submit an Intent to Apply within 1 week after Guidelines are published. The Intent to Apply is for communication purposes and capacity planning for the grant administration process. It does not eliminate potential grantees from applying should the deadline be missed, nor does it commit an applicant to apply. The Intent To Apply notice should contain the following information:

- Applicant Business/Organization Name & Business Address
- Primary Business Contact(s) (Name, Email, Phone)
- Proposed service area including County(s), City(s) (Optional)
- Estimated Project Amount and Estimated Grant Request (Optional)
- Proposed project scope, services and access speeds to be provided
- Proposed co-investors, key partners, and community anchors

The INTENT TO APPLY should be submitted through the Submittable portal by 5pm CST on July 28, 2022.

APPLICATION PROCESS

The Kansas Office of Broadband Development will conduct a webinar informing potential applicants of the CPF Program grant opportunity and the guidelines will be posted online for applicants to review. To apply for the grant award, applicants will be invited to submit information on an established online portal. This information will then be reviewed by an executive committee. This process will evaluate the project proposal, the technical project plan, and the proposed budget. Business, economic, and community development professionals and technical experts will be enlisted to review project submissions. Applicants being considered for the award will participate in a final interview to be held via an interactive meeting platform. Once the final recommendation has been developed, the Kansas Department of Commerce leadership will review and finalize the award recommendations.

KOBD encourages Recipients to ensure that capital projects incorporate strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate. This includes local hire provisions, not only to promote effective and efficient delivery of high-quality infrastructure projects but also to support the economic recovery through strong employment opportunities for workers.

APPLICATION SUBMISSION

The application information allows potential applicants to begin formulating a response to the grant opportunity. The application window will be open for four weeks. After initial applications have been reviewed and grant funds awarded, if additional funds are available then a new round of application period will be implemented. KOBD reserves the right to modify the program guidelines as needed to generate an adequate number of viable projects.

The application contains three primary sections: Project Proposal, Technical Project Plan, and Project Budget. The components for the application submission can be found below with indicators of the requested response (upload, drop-down, text box, etc.).

The submission will include documents designated for public posting during a public comment period. Citizens will be provided the opportunity to comment on proposed projects during the Public Comment Period. If there are multiple applications that cover the same service area, KOBD will select the project that provides the greatest benefit to Kansans.

PUBLIC COMMENT PERIOD

To ensure transparency and the best use of taxpayer funds, the application and selection process will include a two-week public comment period followed by a two-week applicant response period. This period is intended to provide an opportunity for providers, elected officials, and constituents to either express support or to inform KOBD of any issues or concerns with an application or its proposed service area. All comments expressing concern collected during the public comment period will be considered “challenges” and are subject to public disclosure. Public comment submitters will be deemed as “challengers”.

Public Comments Regarding Service Areas with Projects Underway

For service areas where projects are already underway, the public comment shall contain information demonstrating that the provider has begun construction activities. The project must provide a broadband network in the proposed project area with access to the Internet at speeds equal to or greater than 100 Mbps for downloading and 20 Mbps for uploading. Service provider must submit proof that work has started on a project to complete broadband infrastructure in applicant's proposed service area. Examples of evidence to prove that an infrastructure project is underway would be:

- Planning and / or Engineering plans and associated drawings – Required
- Permitting requests - Required
- Application for franchise agreement (required, if applicable)
- Generated bill of materials - Desired
- Purchase orders for equipment on the bill of materials - Desired
- Invoices for engineering or construction activities for building broadband infrastructure in proposed service area - Required

Evidence submitted will be deemed proprietary in nature and not subject to disclosure.

Public Comments Regarding Service Area with Projects Planned But Not Underway

For proposed service areas where projects are planned, but not underway, the public comment shall contain information demonstrating that the service provider has begun the planning phase of the project. If these conditions are met, the KOBD will consider denying the applicant's proposal. However, to do so, public comment from challenger must include the following information as noted for consideration:

- Provider commitment to completing construction of the broadband infrastructure and provides a broadband network to the proposed project area with speeds equal to or greater than 100/20 Mbps;
- Provider commitment that stated project will complete no later than 18 months after the date grant awards are made under the program and would be funded by the service provider;
- Current Federal Communications Commission (FCC) Form 477 and National Broadband Availability Map (NBAM) information for the proposed project service area;
- Minimum/maximum speeds available in the proposed project service area;
- A map in .kmz format detailing the proposed service area containing the following:
 - Number of serviceable locations each marked with an identifier within the proposed project area, including the speeds those serviceable locations are able to receive;
 - Street level data of customers receiving service within the proposed project area;
- Through the use of the project area map submitted by the applicant, a map indicating where the protested serviceable locations are within the proposed project area;
- Heat maps (if applicable) indicating received signal strength indicator (RSSI) in the challenged area.

Public Comments For Areas Where Service Already Exists

KOBD will require a provider submitting a challenge to provide speed test results in the proposed project area in which the provider submitting the challenge states that broadband

service is currently available at minimum speeds of 100/20 Mbps. Such speed test results shall be provided in a way that documents speed test provider, downstream and upstream speed results, physical address of where the speed test was conducted and associated latency. Additional attributes may be prescribed by KOBD at their discretion. Where 100/20 Mbps or higher service exists, public comment should include the following:

- Survey or date and time stamped speed test data for a majority of consumers in the designated area
- Testimonials collected within three months of the application due date from the majority of consumers (name and address must be included) in the proposed service area

Submissions must provide the data source and/or methodology used to develop this information and provide the raw data used to justify this proposal.

Other Public Comments

Remaining public comments that are outside of the previously listed categories should be placed in “Other” public comments. The “Other” public comments are intended to capture any other feedback that providers, elected officials, and constituents wish to express in support of or to document concerns regarding an application or its proposed service area.

A signed and notarized affidavit will be required for all submitted public comments. The affidavit must affirm that the protest and attached information are true.

Applicant Response Period

Upon completion of the public commentary period, KOBD will notify each applicant of such challenge(s). The applicant shall have ten business days after notification to provide any supplemental information regarding the challenged application to KOBD (known as Applicant Response Period).

The KOBD will evaluate the information submitted in a challenge and will not award a grant if the information submitted is credible.

Public Comments Compliance

The following items are applicable in instances where KOBD denies an application for a grant based on a “Planned But Not Underway” challenge:

- If not complete within 18 months, KOBD reserves the right to:
 - Prohibit challenger from submitting challenges on any future KOBD administered grant applications for two years
 - Prohibit challenger from applying for any grant programs administered by KOBD for the following two fiscal years.

KEY PROJECT DATA

Key project data will be captured for the applicant and the project including:

- Primary Organizational Contacts (Project and Technical)

- Total Project Amount, Grant Funds Requested and Matching Amount
- City(ies) and County(ies) impacted
- Projected upload and download speeds of the proposed project
- Anticipated impact: # of premises, # of households, # of businesses # of community anchors

GENERAL PROJECT INFORMATION

- Project Contact Information
- Project Name (Organization Name + Geographic Identifier)
- Proposed Target Reach
 - Unserved area: Defined as a designated geographic area in which households or businesses are without a fixed, terrestrial connection supporting at least 100 Mbps download and 20 Mbps upload speeds.
 - Economically Distressed area: An area is economically distressed if it has a per capita income of 80 percent or less of the national average, or if it has an unemployment rate that is, for the most recent 24-month period for which data are available, at least 1 percent greater than the national average unemployment rate. View: [StatsAmerica.org \(http://www.statsamerica.org/distress/\)](http://www.statsamerica.org/distress/)
- Requested Grant Amount
- Total Project Amount
- Counties in the Proposed Service Area
- Cities in the Proposed Service Area
- Census Block Identifiers in the Proposed Service Area [Upload .XLS]: Provide a list (.xls) of the Census Blocks impacted within the proposed service area. Use the 2020 Census Block Identifiers. Use the naming convention: Organization_GeographicIdentifier_CensusBlockIds.xls
- Proposed Infrastructure Type
- Proposed Download/Upload Speed
- Number and Type of Locations Proposed to be Served
 - Households
 - Education Institutions
 - Healthcare Organizations
 - Businesses
 - Municipal Organizations
 - Libraries
 - Total Community Anchor Institutions
- Is the proposed project part of Dig Once initiative or a co-investment project? [Y/N]
- Is the organization proposing this project a participant in the Affordable Connectivity Program? [Y/N]

PROJECT PROPOSAL *PUBLICLY POSTED*

Please upload a zipped file containing the Project Proposal and Public Proposed Service Area map to be published on the program website for public comment.

- Upload fillable PDF provided. NAMING CONVENTION:
OrgName_GeographicIdentifier_PublicProposal

Please include in the responses:

1. An executive summary of the project: This narrative overview should include the goals of the project, needs addressed, a description of the proposed service area, community partners, stakeholders involved, and the intended impact.
2. A description of the location (City(s), County(s), etc.), proposed service areas, partners involved and anticipated improvements.
3. Goals of the project and community need to address including whether the proposed area is unserved or economically distressed or what the compelling need is, if served.
4. The proposed infrastructure and access improvements planned, including the number of proposed connected premises and community anchor institutions, businesses, or other organizations and the recipients to be served by the project.
5. The short and long-term investment benefit to the community and service area proposed.

SERVICE AREA MAP *PUBLICLY POSTED*

The public service area map must document the proposed service area including detail for the proposed service locations. The public map should be in .kmz format and zipped with the Public Proposal.

The public map will reflect all details that need to be disclosed for the public comment phase of the program.

- An outlined shaded service area of the proposed area to be served
- The fiber route(s) and proposed service locations
- Wireless projects: RF prediction map depicting the location of the transmitter, its footprint, and proposed service locations identified
- A legend defining all unique data points on the map

1. FIBER Public Map (KMZ): Provide a public facing map that only depicts the proposed hardline routing (coax or fiber) to be funded by the grant.

- NAMING CONVENTION: OrgName_GeographicIdentifier_PUBLIC_FIBERMap

2. FIXED WIRELESS PUBLIC MAP (KMZ): Provide an RF prediction map depicting the location of the transmitter and its footprint. The map should only indicate coverage areas where -78dBm or better is met.

- NAMING CONVENTION:

OrgName_GeographicIdentifier_PUBLIC_FixedWirelessMap

3. MOBILE WIRELESS Public Map (KMZ): Provide an RF prediction map depicting the location of the transmitter and its footprint as follows. Map should only indicate coverage areas where -102dBm or better is met.

- NAMING CONVENTION:

OrgName_GeographicIdentifier_PUBLIC_MobileWirelessMap

4. HYBRID FIBER – FIXED WIRELESS Public Map (KMZ): Provide a public facing map that only depicts the proposed hardline routing (coax or fiber) to be funded by the grant. For the fixed wireless portion of the service, provide an RF prediction map depicting the location of the transmitter and its footprint. The map should only indicate coverage areas where -78dBm or better is met.

- NAMING CONVENTION: OrgName_GeographicIdentifier_PUBLIC HYBRID FIBER-FIXEDWIRELESSMap

Please ensure all documents identified as “Publicly Posted” do not contain proprietary content. These documents will be posted “as is” to the public.

COMMUNITY PARTNERS, ROLES & LETTERS OF COMMITMENT –

Narrative [Text Box]

Please provide a narrative describing any community partners associated with the projects’ planning, promotion, adoption, or use. Describe each party’s commitment and role in the project. Include any community anchor institutions (CAI) such as municipalities, chambers of commerce, economic development organizations, educational institutions, healthcare organizations, libraries, public safety or other CAIs along with business, non-profits and other community stakeholders.

Letters of Commitment, Letters of Support [Upload]

Please provide letters of commitment outlining the explicit commitment and role of committed partners, and letters of support as indicated. If the project is part of a Dig Once initiative, letters should be included from committed partners. For multiple partners, please consolidate into a single PDF or ZIP file.

Each letter should include the following:

- Dated letter with official organization’s logo at top of letter head
- Body of letter identifying the partner relationship and the role of the organization in the project
- Approving person’s signature authorizing the commitment

Letters of commitment from the partners must include the following additional details:

- Planning, Engineering, and/or Construction partners:
 - Validated estimated costs in proposed budget
 - Confirmation of their ability to complete their specific service / role in the project within the performance period
- Co-Investment partners:
 - Co-investment funding source
 - The amount of co-investment
 - The specific broadband infrastructure program they are applying the co-investment funds to (i.e. -The name of this program)
- Financial partners:
 - Verification that the applicant has sufficient funds available to provide the minimum applicant match amount for the project
 - Letter must include minimum applicant match amount
- Dig Once Initiative: If the project is part of a Dig Once initiative, letters from the Kansas Department of Transportation should be included

JUSTIFICATION FOR THE PROJECT

[Text Box]

Provide a narrative to justify the need for this project and relevant data indicators to support the effort. Provide evidence to make a compelling case for project relative to the proposed service area. This information should include:

1. Detail related to broadband infrastructure deployment designed to directly enable work, education, and healthcare monitoring.
2. A description of how the project addresses a critical need that resulted from or was made apparent or exacerbated by the COVID-19 public health emergency.
3. A description of how this project addresses the critical need of the community to be served.
4. A description of the proposed service area, including whether the area is unserved or economically distressed, or if a specific compelling need exists.

ADOPTION, AFFORDABILITY AND DIGITAL INCLUSION EFFORTS

[Text Box]

Adoption is a key aspect of the success of these projects. Applicants will be asked to describe activities planned to increase adoption awareness. They are encouraged to demonstrate the affordability of the products and services within the proposed service area and how this will address current barriers to broadband access in their project proposal. Applicants are also encouraged to partner with local housing agencies to take advantage of programs that benefit multi-dwelling units. Applicants are expected to participate in ACP and to include the following in their narrative:

- Describe any activities planned to increase adoption awareness
- Describe any resources the applicant will be contributing to the adoption efforts (Include digital literacy training, marketing campaigns, surveys, low-cost service options, etc.)
- Provide supporting documentation that shows the organization is participating in subsidy programs to optimize digital inclusivity and adoption including partnering with school districts and colleges to raise awareness of subsidy programs such as Lifeline, Affordable Connectivity Program, Emergency Connectivity Fund, etc.

A key component of adoption and affordability is pricing. Please provide the following pricing information for both consumer and business customers:

- Speed, associated price point and relevant offer information

TECHNICAL PROJECT PLAN

The Technical Project Plan details the technical elements of the proposed build including:

Proposed service area includes non-contiguous areas more than 10 miles apart [Y/N]
If Yes, provide an explanation of how the economic and community impact is the same for the proposed areas.

[Text Box]

Technical Project Summary [Upload Template Provided]

Provide a technical summary of the proposed project.

To include:

- Overview of proposed improvements and scope of project
- Explanation of why this area was chosen and is unlikely to be served without grant funding
- Explanation of terrain, population density or other factors contributing to cost
- Service-level options, including speed and latency offered
- If 100/100 Mbps cannot be achieved to all locations in the proposed service area, must provide a justification of why only 100/20 Mbps is possible

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NAMING CONVENTION: OrgName_GeographicIdentifier_TechProjectSummary

Density per square mile of the proposed service area [Drop Down]

Service Partners [Text Box]

Describe any service partners or subcontractors associated with the project's deliverables related to deployment and service delivery, including each partner's role in the project. (Text Box, limit characters).

Service Partners: Letters of Support [Upload]

Please upload letters of commitment or support from each service partner and subcontractor, if available. Please combine multiple letters into a single PDF or ZIP file.

NAMING CONVENTION: OrgName_GeographicIdentifier_ServicePartnerLetters

Network Architecture Diagram [Upload]

- Provide a comprehensive high-level, network architecture diagram for the project and upload a single PDF or ZIP file
- At a minimum, diagram must include network connection point / connection to point of presence, router(s) types, optical line termination units, optical network termination devices, central office / controlled environmental vaults, middle mile and associated fiber/ physical connectivity types

Proprietary Detailed Map of the Proposed Area [Upload]

The private map will reflect all details of the public map, plus other proprietary information needed by KOBD to fully evaluate the application of the proposed service area and must include the following:

- Identification of each proposed last mile fiber routes, including connections to wireless towers if enabled

- Identification of handholes, Point of Presence (POPs) connectivity or Tie-point(s) to existing network, last mile fiber, and middle mile fiber
- Identification of each location to be enabled. Each location will be sequentially numbered so that each location is easily identified GIS maps for the proposed network in .kmz format

DETERMINATION OF THE AVAILABLE BROADBAND SERVICE:

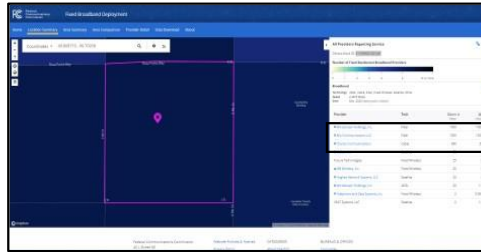
Information provided by the applicant must include an assessment of the current level of broadband access in the proposed service area. The assessment must include comparing the FCC Form 477 data and NTIA's National Broadband Availability Map (NBAM) with the proposed service area to determine the project's ability to provide broadband service to unserved and underserved areas. To conduct the assessment, Applicants must provide the supporting documentation below to compare their proposed service area map versus the FCC Form 477 data and the NTIA's National Broadband Availability Map (NBAM) to determine existing service levels and determine unserved areas. Refer to the most current FCC Form 477 data and the NTIA's National Broadband Availability Map (NBAM) to determine existing service levels and identify unserved areas with proposed service area map.

FCC Form 477 and NTIA National Broadband Availability Map (NBAM) Comparison [Upload]

Please use the embedded spreadsheet named Form477_NBAM.xlsx to upload evidence that demonstrates that the proposed service area lacks minimally adequate access. Eligible evidence includes, but is not limited to:

- a. Data from the most recent FCC Form 477 data set including a list of census blocks to be enabled through the proposed service area - Required
 - Instructions: For each census block, list all service providers as provided by the FCC Form 477 data that provide speeds of 100 / 20 Mbps or greater. (select "x" in column listed "Service Provider Offering 100 / 20 Mbps or Faster". Then list every service provider supporting speeds of 100 / 20 Mbps or greater and associated maximum speed offered in the respective columns for up to three providers).

FCC Form 477 Tool and Required Data



Find existing service providers offering 100M / 20M or above in proposed service area, by census block

Document in spreadsheet, by census block

FCC Form 477 Tool Results Spreadsheet

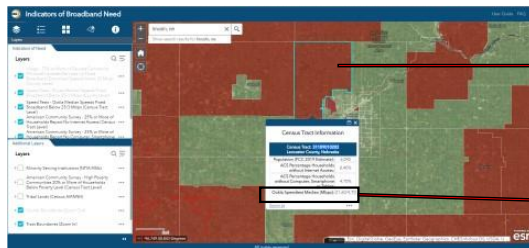
FCC Form 477 Results					
Census Block	Service Provider Offering 100 / 20 Mbps or Faster	Service Provider 1, Max Speed	Service Provider 2, Max Speed	Service Provider 3, Max Speed	Service Provider 4, Max Speed
Example	311090021001047	x	Windstream Holdings, 1G / 1G	Altis Communications, LLC, 1G / 1G	Charter Communications, 940M / 35M
Example	311090021001068	x	Charter Communications, 940M / 35M	N/A	N/A
Example	311090021001266				
Example	31109010101153	x	Windstream Holdings, 100M / 100M	N/A	N/A

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b. Data from the most recent NTIA National Broadband Availability Map (NBAM) including a list of census blocks to be enabled through the proposed service area - Required

- Instructions: Identify the NBAM census tract(s) within the proposed service area that have an average speed of 100 / 20M or greater. For census tracts that exceed the 100 / 20 Mbps average speed, populate “Median Speed Test Equal to or Greater Than 100 / 20 Mbps” column with the median speed

NBAM Tool and Required Data



Select census tract(s) overlapping proposed project area by clicking on map

Find speed test median results for every census tract within proposed service area

Document speed test median results, by census tract

NBAM Results		
Census Tract	Median Speed Test Equal To or Greater Than 100 / 20 Mbps	
Example	31109002400	141.24 / 86.35
Example	31109010300	
Example	31109003718	125.41 / 65.60
Example	31109010202	

- c. Survey data for a majority of consumers in the designated area - Desired
 d. Documentation of existing infrastructure attributes indicating eligibility - Desired
 e. Documentation from website of reported service provider stating that service is not available in proposed project area - Desired

f. Letters from residents, community representatives and other stakeholders that attest to a lack of minimally adequate broadband service (for residential areas, at least 100/20 Mbps). - Desired

g. Data may be in .pdf, .doc, .xls or other commonly available format. Multiple documents should be combined into a single ZIP or PDF file

h. List of census blocks to be enabled through the proposed service area - Required

NAMING CONVENTION: OrgName_GeographicIdentifier_EvidenceData



Form477_NBAM.xlsx

Justification Requirements Documentation [Text Box]:

The following justification documentation must be provided in the project narrative:

1. For each census block where Form 477 shows an existing service provider offering speeds equal to or greater than 100/20 Mbps, applicant must explain why grant funding should be used to enable speeds that already meet or exceed program requirements.
2. For each census tract where NBAM shows an average speed of 100/20 Mbps or greater, applicant must explain why grant funding should be used to enable average service speeds that already meet or exceed minimum program requirements.

The presence of existing infrastructure alone does not disqualify an area from the grant process. For example, fiber for residential service may be constructed in an area but service is not yet available to specific locations, or the address lacks a service drop. Additionally, fiber might run through an area but not be available for residential services along that route (e.g., backhaul service to a tower location). An area will be deemed ineligible if service is available at terrestrial, fixed 100/100 Mbps speeds at specific locations.

Areas already receiving funding for broadband expansion from other sources are ineligible. Ineligible areas include but are not limited to:

- Areas awarded Coronavirus Relief Fund Connectivity Emergency Response Grants (CERG) with more than 100/20 Mbps speeds enabled
- Areas awarded Broadband Acceleration Grants for Year 1 (Acceleration Year 1)
- Areas awarded Broadband Acceleration Grants for Year 2 (Acceleration Year 2)
- Areas awarded NTIA Tribal Broadband Grants
- Areas with certified awards thru the FCC Rural Development Opportunity Fund (RDOF) with more than 100/20 Mbps wireline/fiber speeds enabled

Note: Areas where applicants forfeited grant awards will remain eligible

Previous Kansas Office of Broadband Development programs that have been awarded to a municipality to serve community anchor institutions for public safety or an enterprise-focused award will not be disqualified for a new residential proposal. **NOTE:** Applicants falsifying location eligibility may be subject to grant rescindment and/or restricted from future program participation.

Project Plan and Milestones [Upload]

Please upload a project plan in XLS or PDF format that includes details relevant to each stage of the project and milestones for each phase of the project, cover the entire project period and align to the proposed project budget.

Though not an exhaustive list, the plan should incorporate the following:

1. Preconstruction Planning - Engineering
2. Permitting - Leasing - Licensing
3. Construction
4. Equipment Installation
5. Project Implementation
6. Adoption and Marketing Outreach
7. Operational Validation Plan

Consolidate multiple files into a single PDF or ZIP file. A template is posted online if desired.

NAMING CONVENTION: OrgName_GeographicIdentifier_ProjectPlan

Technical Infrastructure Proposed: [Select One]

- A. Fiber to Premise
- B. Fixed Wireless
 - o Backhaul
- C. Fiber to the Premise – Fixed Wireless Hybrid Solution
- D. Mobile Wireless
 - o Backhaul

If option A. Fiber to Premise is chosen above:

TECHNICAL INFRASTRUCTURE PROPOSED: FIBER to Premise

1. Provide a detailed description of the proposed fiber project [Text Box]
2. In addition to the PUBLIC MAP provided earlier, provide a detailed PRIVATE/PROPRIETARY map in KMZ UPLOADED AS A ZIP file. Please provide a KMZ map of the project (UPLOAD AS ZIP) to include:

- o Routes of all new plant to be funded by the grant
- o Existing plant (coax or fiber) feeding the proposed build out
- o On the map, please delineate which portions are new or existing
- o Point connections
- o Delineate routing between types: coax and fiber
- o Please identify the map is private/proprietary

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_FIBERMap

PROVIDE A FIBER EQUIPMENT SPREADSHEET (XLS) to include the following: [Upload]

- o Typical equipment used: include manufacture and model number
- o Head end
- o Access gear
- o Cabinets

NAMING CONVENTION: OrgName_GeographicIdentifier_FIBEREQUIP

IF OPTION B. Fixed Wireless is chosen above:

TECHNICAL INFRASTRUCTURE PROPOSED: FIXED WIRELESS

1. Provide a technical overview of the fixed wireless solution proposed [Text Box]
2. FIXED WIRELESS PROJECT MAPS: [Upload] In addition to the PUBLIC Project Map uploaded earlier, please provide the following KMZ project maps for the fixed wireless project proposed. These PRIVATE/PROPRIETARY maps should be labeled as such.

1. FIXED WIRELESS PROJECT MAPS *PROPRIETARY* Internal Review only (KMZ):

- i. SERVICE AREA MAP: Provide a polygon of the desired geography to be covered by the project.

The map should only include areas where -78dBm or better is met. Map should also include:

- Points inside the polygon of all CPE locations for fixed wireless connectivity
- Points for the locations of base station equipment.

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_ServArea

- ii. RF PREDICTION MAP: Provide an RF prediction map depicting the location of the transmitter, its footprint, and a map legend. Use an RSSI scale of -70dBm, -80dBm, -90dBm. Map should also include:

- Base stations
- Where CBEs are located in RF coverage
- Basic antenna orientation

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_RFPredict

iii. BACKHAUL MAP (KMZ)

- A. Point-to-Point (PTP) Backhaul: In Google Earth, draw in the points of each PTP link for review.

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_BackhaulPTP

- B. FIBER Backhaul map should include:

- Routes of all new plant to be funded by the grant
- Point connections
- Delineate routing between types if needed: coax and fiber

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_BackhaulFiber

Please provide a [FIXED WIRELESS Equipment Spreadsheet \(XLS\)](#) with worksheets for the RF Equipment, Customer Premise Equipment (CPE) and Backhaul equipment relative to the proposed project to include the details outlined below.

NAMING CONVENTION: OrgName_GeographicIdentifier_FixedWirelessEQUIP

1. Please provide a RF data worksheet to include:

- a. Base station equipment

- i. Manufacturer
- ii. Model Number
- iii. EIRP

- b. Base station antenna information

- i. Manufacturer
- ii. Model number

- iii. Azimuth
 - iv. Down tilt
 - v. Center Line
- 2. Please provide a Customer Premise Equipment (CPE) worksheet to include:
 - a. A standard CPE configuration to be used in the project. Include manufacturer and model numbers.
 - b. CPE antenna information including:
 - i. Manufacturer
 - ii. Model number
 - iii. Center line
 - iv. Gain of antenna
- 3. Backhaul Equipment worksheet to include equipment appropriate to the backhaul. Please identify the type of Backhaul by the worksheet label (Backhaul PTP or Backhaul).
 - a. Backhaul- Point To Point (PTP) Equipment worksheet to include every PTP link location
 - i. PTP Radio Equipment
 - 1. Manufacturer
 - 2. Model number
 - ii. PTP Antenna information
 - 1. Manufacturer
 - 2. Model number
 - 3. Azimuth
 - 4. Down tilt
 - 5. Center line
 - b. Backhaul-Fiber Equipment worksheet to include
 - i. Typical equipment used including manufacturer and model number
 - ii. Head end
 - iii. Access Gear
 - iv. Cabinets
- 4. Please define the clutter terrain resolution utilized in the RF predictions: (Select option)
 - 30m
 - 10m
 - 1m
 - 3D
 - Other
- 5. Provide projected capacity per base station expectations (Text box)
- 6. Provide projected/designed subscription throughputs (Text box)
- 7. Provide oversubscription ratios (Text Box)
- 8. Describe the Mimo allocation (Drop down)
 - 2x2
 - 2x4
 - 4x4
 - Other

IF OPTION C. Fiber to the Premise – Fixed Wireless Hybrid Solution is chosen above:

The **TECHNICAL INFRASTRUCTURE PROPOSED: HYBRID FIBER – FIXED WIRELESS SOLUTION**

Template will be used. Applicants will populate both the Fiber to the Premise and Fixed Wireless section templates to provide the necessary information as listed below. The file naming convention will have an “HFW” added to the end of each file to distinguish the solution as a hybrid fiber – wireless solution.

FIBER Section

1. Provide a detailed description of the proposed fiber project [Text Box]
2. In addition to the PUBLIC MAP provided earlier, provide a detailed PRIVATE/PROPRIETARY map in KMZ UPLOADED AS A ZIP file. Please provide a KMZ map of the project (UPLOAD AS ZIP) to include:

- o Routes of all new plant to be funded by the grant
- o Existing plant (coax or fiber) feeding the proposed build out
- o On the map, please delineate which portions are new or existing
- o Point connections
- o Delineate routing between types: coax and fiber
- o Please identify the map is private/proprietary

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_FIBERMap_HFW

PROVIDE A FIBER EQUIPMENT SPREADSHEET (XLS) to include the following: [Upload]

- o Typical equipment used: include manufacture and model number
- o Head end
- o Access gear
- o Cabinets

NAMING CONVENTION: OrgName_GeographicIdentifier_FIBEREQUIP_HFW

Fixed Wireless Section

1. Provide a technical overview of the fixed wireless solution proposed [Text Box]
2. FIXED WIRELESS PROJECT MAPS: [Upload] In addition to the PUBLIC Project Map uploaded earlier, please provide the following KMZ project maps for the fixed wireless project proposed. These PRIVATE/PROPRIETARY maps should be labeled as such.

1. FIXED WIRELESS PROJECT MAPS *PROPRIETARY* Internal Review only (KMZ):

- i. SERVICE AREA MAP: Provide a polygon of the desired geography to be covered by the project.

The map should only include areas where -78dBm or better is met. Map should also include:

- Points inside the polygon of all CPE locations for fixed wireless connectivity
- Points for the locations of base station equipment.

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_ServArea_HFW

- ii. RF PREDICTION MAP: Provide an RF prediction map depicting the location of the transmitter, its footprint, and a map legend. Use an RSSI scale of -70dBm, -80dBm, -90dBm. Map should also include:

- Base stations
- Where CBEs are located in RF coverage
- Basic antenna orientation

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_RFpredict_HFW

iii. BACKHAUL MAP (KMZ)

A. Point-to-Point (PTP) Backhaul: In Google Earth, draw in the points of each PTP link for review.

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_BackhaulPTP_HFW

B. FIBER Backhaul map should include:

- Routes of all new plant to be funded by the grant
- Point connections
- Delineate routing between types if needed: coax and fiber

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_BackhaulFiber_HFW

Please provide a [FIXED WIRELESS Equipment Spreadsheet \(XLS\)](#) with worksheets for the RF Equipment, Customer Premise Equipment (CPE) and Backhaul equipment relative to the proposed project to include the details outlined below.

NAMING CONVENTION: OrgName_GeographicIdentifier_FixedWirelessEQUIP_HFW

1. Please provide a RF data worksheet to include:

a. Base station equipment

- i. Manufacturer
- ii. Model Number
- iii. EIRP

b. Base station antenna information

- i. Manufacturer
- ii. Model number
- iii. Azimuth
- iv. Down tilt
- v. Center Line

2. Please provide a Customer Premise Equipment (CPE) worksheet to include:

a. A standard CPE configuration to be used in the project. Include manufacturer and model numbers.

b. CPE antenna information including:

- i. Manufacturer
- ii. Model number
- iii. Center line
- iv. Gain of antenna

3. Backhaul Equipment worksheet to include equipment appropriate to the backhaul. Please identify the type of Backhaul by the worksheet label (Backhaul PTP or Backhaul).

a. Backhaul- Point To Point (PTP) Equipment worksheet to include every PTP link location

i. PTP Radio Equipment

1. Manufacturer
2. Model number

ii. PTP Antenna information

1. Manufacturer
2. Model number
3. Azimuth
4. Down tilt
5. Center line

b. Backhaul-Fiber Equipment worksheet to include

- i. Typical equipment used including manufacturer and model number
 - ii. Head end
 - iii. Access Gear
 - iv. Cabinets
- 4. Please define the clutter terrain resolution utilized in the RF predictions: (Select option)
 - 30m
 - 10m
 - 1m
 - 3D
 - Other
- 5. Provide projected capacity per base station expectations (Text box)
- 6. Provide projected/designed subscription throughputs (Text box)
- 7. Provide oversubscription ratios (Text Box)
- 8. Describe the MIMO allocation (Drop down)
 - 2x2
 - 2x4
 - 4x4
 - Other

IF OPTION D. Mobile Wireless Is chosen above:

TECHNICAL INFRASTRUCTURE PROPOSED: MOBILE WIRELESS

Please provide a technical summary of the mobile wireless solution proposed:

MOBILE WIRELESS MAPS: PROJECT MAPS REQUIRED (Private/Proprietary) (KMZ format).

Please upload a Service Area Map, an RF Prediction Map and a Backhaul Map as outlined.

Upload these as a SINGLE ZIP FILE using the naming convention provided.

a. SERVICE AREA MAP: Provide a polygon of the desired geography to be covered by the project. The map should only include areas where -102dBm or better is met. Map should be noted as proprietary and include:

- i. Points inside the polygon of all CPE locations for fixed wireless household connectivity
- ii. Points for the locations of base station equipment.

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_ServiceArea

b. RF PREDICATION MAP: Provide an RF prediction map depicting the location of the transmitter, its footprint, and a map legend. Use an RSRP scale of -92dBm, -102dBm, -106dBm. Identify this map as proprietary. Please include:

- i. Base stations
- ii. Where CBEs are located in RF coverage
- iii. Basic antenna orientation

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_RFPrediction

c. BACKHAUL MAP

i. If Point to Point Backhaul (KMZ):

- In Google Earth, draw in the points of each PTP link for review. Format must be .kmz.

NAMING CONVENTION: OrgName_GeographicIdentifier_PRIVATE_BackhaulPTP

MOBILE WIRELESS Equipment Spreadsheet (XLS)

Provide a Mobile Wireless Equipment Spreadsheet File with the following worksheets: RF Base station equipment and the Backhaul equipment. Upload as a single spreadsheet.

NAMING CONVENTION: OrgName_GeographicIdentifier_MobileWirelessEQUIP

RF data worksheet should include:

- A. Base station equipment
 - Manufacturer
 - Model number
 - EIRP
- B. Base station antenna information
 1. Manufacturer
 2. Model number
 3. Azimuth
 4. Down tilt
 5. Center line

Backhaul Equipment worksheet to include equipment appropriate to the backhaul proposed:

- A. Backhaul- PTP Equipment worksheet to include every PTP link location
 - PTP radio equipment
 - o Manufacturer
 - o Model number
 - PTP Antenna information
 - o Manufacturer
 - o Model number
 - o Azimuth
 - o Down tilt
 - o Center line
- B. Backhaul-Fiber Equipment worksheet to include
 - Typical equipment used including manufacturer and model number
 - Head end
 - Access Gear
 - Cabinets

NAMING CONVENTION: OrgName_GeographicIdentifier_MobileWirelessEQUIP

Provide description of engineered hand-off levels in RSRP. (Text box)

Please describe channel size (5-80) (Text box)

Provide projected capacity per base station expectations (Text box)

Provide oversubscription ratios (Text box)

Describe the MIMO allocation (Drop Down)

- d. 2x2
- e. 2x4
- f. 4x4
- g. Other

Please upload any additional technical reports, predictions, or documents relative to the project important to technical consideration or the review process. If multiple files, please consolidate into a single PDF or ZIP.

NAMING CONVENTION: OrgName_GeographicIdentifier_TechnicalAttachments

Long Term Investment Viability/Scalability [Upload]

KOBD is interested in making long term broadband investments that will prevent near term electronics upgrades from occurring and “leap-frogging” other infrastructure programs to accelerate high speed broadband services to Kansas. As such, if fiber infrastructure will be used in proposed service area projects, applicants are highly encouraged to implement electronics within their respective architecture that can deliver up to 10 Gbps symmetrical speeds at the time of project build. Additional points will be awarded during the application evaluation process should 10 Gbps capable electronics be implemented in applicant’s proposed projects.

Please upload evidence to demonstrate the scalability and capabilities of the proposed project’s technology. Include current technology levels, ability to upgrade, and latency levels. Scalability and future proofing is defined as the ability to achieve up to 10 Gbps symmetrical speeds through initial deployment or capability to upgrade within minimal incremental investment.

NAMING CONVENTION: OrgName_GeographicIdentifier_Scalability

FINANCIAL AND LEGAL

REQUIRED APPLICANT MATCH AND CO-INVESTMENT [Upload]

Levels of participation through matching funding and other co-investment mechanisms are expected to vary statewide on a project-by-project basis in recognition of the variable costs of installing broadband infrastructure. KOBD is implementing a required applicant match sliding scale model for the CPF Program. The new model is intended to:

- Encourage investment in unserved and underserved areas with a special focus on rural and socioeconomically disadvantaged populations
- Enable ISP partners to offer affordable broadband services to potential customers
- Encourage subscriber adoption
- Establish a minimum required applicant match

A minimum applicant match is required based on the cost per location passed sliding scale. If applicants are able to provide incremental matching funds beyond the values derived from the minimum applicant match sliding scale, additional points will be awarded. An example of an applicant providing incremental matching funds beyond the required applicant match is below:

Minimum applicant match derived from the Sliding Scale Match Table / tool is 18.2% of total project cost (see table below). Applicant decides to match at a 23.2% value. Incremental application scoring points will be awarded for the additional 5% of total project cost matched by the applicant.

Matching funds may include an in-kind match of up to 50% of the total match. An In-Kind match requires valuation documentation and is subject to KOBD’s approval. For federal grants

or federal broadband funding, applicant must check with federal funding source to determine allowability.

The minimum applicant match required will be derived from the Sliding Scale Match Table below. This table documents the percentage match that the KOBD will provide to an applicant on a cost per location passed basis. Instructions for use are listed side by side with the table. An embedded excel spreadsheet is attached to assist with determining an applicant's match on a per project basis and is recommended for use. Instructions on how to use this spreadsheet can be found on the first worksheet within the spreadsheet labeled "Instructions". Applicants need only provide total project cost and number of locations passed by the project. Required inputs are highlighted in yellow within the embedded spreadsheet. The excel spreadsheet will determine:

- Cost per location passed
- Minimum applicant match percent
- Minimum applicant project match

Co-Investment

The KOBD highly encourages partnerships between service providers and co-investment sponsors to come together as a team to identify gaps in broadband infrastructure and establish community priorities. Applicants are encouraged to include a co-investment funds which are intended to demonstrate community partnership, involvement, overall support, and capture the degree of need for broadband infrastructure projects. Eligible sources of co-investment funds can be from local, county, and eligible state programs or other contributors (examples: Local ARPA funds, County Commission Grants, private sector investments, non-profit contributions, etc.). For this program, co-investment funds can retire the applicant's match amount. Co-investment funds from local governments will be prioritized and encouraged to help fund broadband expansion programs in partnership with applicants.

Determining Required Minimum Applicant Match [Upload]

Please reference the Sliding Scale Match Table and Instructions for Use section to determine required minimum applicant match value applied to proposed project.

Sliding Scale Match Table	
Cost Per Location Passed	Applicant Match Percentage
\$ 750	86.7%
\$ 1,000	70.0%
\$ 1,500	50.0%
\$ 2,000	40.0%
\$ 2,500	34.0%
\$ 3,000	30.0%
\$ 3,500	28.6%
\$ 4,000	25.0%
\$ 4,500	22.2%
\$ 5,000	20.0%
\$ 5,500	18.2%
\$ 6,000	16.7%
\$ 6,500	15.4%
\$ 7,000	14.3%
\$ 7,500	13.3%
\$ 8,000	12.5%
\$ 8,500	11.8%
\$ 9,000	11.1%
\$ 9,500	10.5%
\$ 10,000	10.0%
\$ 10,500	9.5%
\$ 11,000	9.1%
\$ 11,500	8.7%
\$ 12,000	8.3%
\$ 12,500	8.0%
\$ 13,000	7.7%
\$ 13,500	7.4%
\$ 14,000	7.1%
\$ 14,500	6.9%
\$ 15,000	6.7%
\$ 15,500	6.5%
\$ 16,000	6.3%
\$ 16,500	6.1%
\$ 17,000	5.9%
\$ 17,500	5.7%
\$ 18,000	5.6%
\$ 18,500	5.4%
\$ 19,000	5.3%
\$ 19,500	5.1%
\$ 20,000	5.0%

Instructions for Use

Please use embedded “Minimum Required Applicant Match Calculator” to determine minimum required applicant match. This tool is available to use to assist in determining Cost Per Location Passed, associated Minimum Applicant Match Percentage and Minimum Total Applicant Match value for the project once applicant inputs total project cost and number of locations passed. To use the tool, double click on the icon below with your computer mouse. This tool will also be found in the budget template that will need to be uploaded on the application portal.



app_match_tool_final.
xlsx

For applicants wanting to validate / calculate project match manually, please follow the directions below:

Step 1: Based on the proposed project budget and locations passed, determine cost per location passed (Cost per location passed = Project budget total divided by proposed locations passed).

Step 2: Locate the “Cost Per Location Passed” column in the Sliding Scale Match Table.

Step 3: Based on “Cost Per Location Passed”, find the applicant match percentage.

Step 4: If the cost per location passed falls between two values in the “Cost Per Location Passed” column, please use the lower applicant match percentage.

For project applications that have “Cost Per Location Passed” costs beyond the \$20,000 per location passed level, a 5% applicant match percent should be used.

Example:

Proposed project attributes:

- Total project cost = \$2,000,000
- Total number of locations passed = 370
- Calculated cost per location passed = \$5,405.40

Step 1: The proposed project cost per location passed = \$5,405

Step 2: The \$5,405 amount is between the pre-defined \$5,000 and \$5,500 “Cost Per Location Passed” levels within the Sliding Scale Match Table.

Step 3: The correlating matching percentage values would be 18.2% and 20.0%.

Step 4: Select the lower of the two matching percentage values, which is 18.2%.

Step 5: Multiply match percentage value, 18.2%, by the total project cost, \$2,000,000 (18.2% x \$2,000,000). The \$364,000 is the minimum required applicant match.

Budget and Financial Requirements:

Project budget and financial submission requirements include:

- Budget Narrative [Text Box]
 - Provide explanation of costs that correspond with the information included in the project budget spreadsheet
 - The necessity and basis for costs
 - Reflect only allowable costs consistent with project scope
- Project Budget and Bill of Materials [Upload]
 - Upload a project budget and bill of materials per the appropriate infrastructure template (Fiber, Wireless, Hybrid Fiber – Wireless, and Mobile Wireless). All applicants must complete and submit a Budget using the provided Budget Template, which includes the associated bill of materials. Please also include the Required Applicant Match and Co-Investment. Submissions that do not meet the minimum required applicant match may not be reviewed.
- Financial Validation Documentation: [Upload ZIP file]
OrgName_GeographicIdentifier_BudgetFinancial validation documentation
 - Bank verification letter that proves that there are sufficient funds for the minimum required applicant match amount (NAMING CONVENTION: OrgName_GeographicIdentifier_BankVerification)
 - Last two years of applicant's income statement, balance sheet and cash flow statements (NAMING CONVENTION: OrgName_GeographicIdentifier_FinancialStatement)
 - Matching funding include In-Kind Match (Y/N)
 - If Yes, Upload documentation that validates the in-kind match being submitted with the project. Please combine multiple files into one PDF or ZIP file.
 - NAMING CONVENTION: OrgName_GeographicIdentifier_In-Kind.
 - NOTE: In-kind match valuations must not exceed 50% of the 50% required project match. All claims for reimbursement for in-kind contributions will be analyzed using criteria similar to the program descriptions available here, and that claims for in-kind contributions should be reasonable. Kansas Office of Broadband Development and Kansas Department of Commerce will ultimately have the discretion to determine if an in-kind contribution is acceptable or not.

Applicant attestations will include the following:

- The grant applicant is good financial standing with the State of Kansas
- The grant applicant is not currently involved in pending litigation in association with previous Kansas-sponsored broadband infrastructure grant projects
- The grant applicant is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any federal department or agency
- If a private entity, the grant applicant has been operating in the State of Kansas for no fewer than (3) years. The grant applicant has not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of

embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property

- The grant applicant is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local)
- The grant applicant has not within a three-year period preceding this application/proposal had one or more public transactions (federal, state, or local) terminated for cause or default
- The grant applicant is participating in subsidy programs to optimize digital inclusivity. (i.e., Lifeline, Affordable Connectivity Program, Emergency Connectivity Fund etc.)

APPLICATION EVALUATION CRITERIA

Application evaluation will be based on the overall quality of the application including the Project Proposal, Technical Project Plan and Financial information presented. KOBD will be evaluating applications based on projects that optimize stewardship of public infrastructure dollars through collective investment and include:

- Projects that address a critical need that resulted from, was made apparent or exacerbated by the COVID-19 public health emergency
- An unserved or underserved area as defined in the definitions section of these guidelines
- An economically distressed area (as described and measured in “Key Definitions” section)
- Community need based on the social vulnerability index
- Prioritization of fiber-optic infrastructure
- Scalability beyond 1 gigabit per second
- Speeds delivered and associated latency
- Anticipated Impact (locations passed)
- Cost reasonableness
- Demographics
- Affordability of Services/Offer Pricing
- Rurality
- Technical viability
- Partnerships
- Dig Once collaboration (through KDOT)
- Municipal and/or County projects that are part of a local strategic broadband plan
- Minimum applicant match and associated applicant match value
- Co-investment partnership projects involving local municipalities, community anchors service provider’s match

APPLICANT INTERVIEW

KOBD will interview final grant candidates and give them an opportunity to ‘make their case’. This meeting should include organization and financial contacts, key project personnel, and partners critical to the overall success of the effort. Co-investment projects should include partners and co-investors in the interview. Participants should be prepared to speak to specific

aspects of the proposed project, the technical project plan, financials submitted and the demonstrated need that supports the project. This interactive meeting will provide an opportunity for grantees to call into focus key aspects of the project, compelling needs of the proposal and answer the question: “Why should the State of Kansas invest in this project?”

FUNDS DISBURSEMENT

The CPF Program will provide structured reimbursements for validated grant expenditures submitted. Grantees are expected to submit supporting documentation for expenditures (i.e., invoices, receipts) and proof of payment if requested. Grantees must submit all required legal and contractual agreements/ documents prior to funds disbursement.

Project extensions will be considered in light of current supply chain and pandemic-related delays on a case-by-case basis. Should actual project costs exceed the proposed/approved budget, grantees will be responsible to complete the proposed project without an increase in the grant award. KOBD reserves the right to partially fund projects that are not completed during the approved project period.

Compliance

KOBD will provide a collaborative partnership, and overall support for CPF Program Grantees in this effort by offering technical support related to report and compliance requirements as listed in the following paragraphs.

Monthly Reporting

In addition to periodic Grantee meetings, KOBD will streamline reporting by providing baseline reporting templates and clear expectations for grantees participating in the program. The monthly reporting includes:

- A narrative update on the status of the project, including notification of any delays
- A monthly budget expenditure report of the project
- A monthly PDF containing supporting project expenditure documentation for reimbursement re-quested (i.e., Invoices/receipts)

Closeout Reporting

Closeout reporting will be required within 45 days of project completion. Project completion and submission of the closeout report are required prior to the final payment. Closeout reporting includes, but not limited to, the following:

- Validation that the broadband infrastructure project build has been completed. This will provide service at the locations and service level speeds specified in the application
- Grantees will be required to submit census block data, .kmz maps, speed test, latency, and network performance validation upon completion of the project
- KOBD will require validation of as-built drawings versus the initial KMZ map submitted with the application through field validation and speed tests as services are turned up at specific locations
- Grantees must complete/submit the required financial documents, legal agreements, and reports

- The Kansas Office of Broadband Development reserves the right to amend the scope of grant awards or partially fund applications

Accountability

Grantee shall create, maintain, and preserve sufficient records to demonstrate their compliance with the requirements of this program. Grantee shall provide such records to KOBD promptly upon written request. KOBD requests may include, but not be limited to, the following:

- Information regarding offer service at the pricing and speed levels specified in the application for the duration of the grant period
- The right to recoup funding for incomplete projects or for lack of adherence to program guidelines
- The right to desk or field audit the project at any time. The project may be subject to state or federal audits

Grantees are required to retain all records for up to five (5) years upon project completion.

KEY DEFINITIONS

Adoption Efforts

Adoption goes beyond access to high-speed internet and speaks to the ability of individuals and communities to harness access for quality-of-life implications. These efforts may include digital literacy training, low-income assistance programs (for equipment and/or broadband service), partnerships with co-working or entrepreneurship organizations, awareness or marketing campaigns, service provision to community anchor institutions and/or additional programming, and other programs designed to meet the needs of the local community.

Applicant Match

At the time of application submission, the applicant must demonstrate available cash reserves in an account(s) of the applicant equal to at least the required amount specified in the sliding scale match table. Matching funds must be used solely for the Project and shall not include any financial assistance from federal sources unless there is a federal statutory exception specifically authorizing the federal financial assistance to be considered as such. An applicant must provide evidence of its ability to comply with this requirement in its application. (www.ecfr.gov)

Broadband

Broadband or high-speed Internet access allows users to access the Internet and Internet-related services at significantly higher speeds than those available through “dial-up” services. Broadband speeds vary significantly depending on the technology and level of service ordered. For additional information, visit the source of this information: [Getting Broadband Q&A | Federal Communications Commission \(fcc.gov\)](#)

Co-Investment

Any funds provided by sources other than the applicant such as local, county, and eligible state programs or other contributors.

Community Anchor Institution

Community anchor institutions means schools, libraries, medical and healthcare providers, public safety entities, community colleges and other institutions of higher education, and other community support organizations and agencies that provide outreach, access, equipment, and support services to facilitate greater use of broadband service by vulnerable populations, including low-income, unemployed, and the aged (www.usac.org).

Economically Distressed Community

An area is economically distressed if it has a per capita income of 80 percent or less of the national average, or if it has an unemployment rate that is, for the most recent 24-month period for which data are available, at least 1 percent greater than the national average unemployment rate. (<http://www.statsamerica.org/distress/distress.aspx>)

Last Mile

Last mile refers to the network infrastructure that carries signals from the network to and from the end-user premise. Depending on the network design and density of the area served, the actual distance of the last mile can be relatively short or may be considerably longer than a mile.

Middle Mile

Middle mile refers to the portion of the telecommunications network that connects a network operator's core network to the local network (last mile) plant. Middle-mile facilities provide fast, large capacity connections and can range from a few miles to a few hundred miles. Grant funding can only be used for middle-mile related costs if it is necessary in order to provide last-mile service.

Partnership

A formal relationship between two or more parties that enter into an agreement for the sake of advancing broadband enablement.

Phased Approach

All projects over \$10M need to be broken down into a series of project stages to spread awards over multiple stages. There will be future funding opportunities to potentially cover remaining stages that have not been awarded in the current grant program.

Project

An applicant's proposal to served qualifying broadband speeds to unserved and/or underserved areas.

Required Applicant Match

The percentage of funds required by the applicant for the program.

Scalability

The capacity to change the size or scale of the broadband architecture to achieve substantially higher speeds (up to 10Gbps) with minimal to no investment.

Sliding Scale

A measure to determine the contribution level required by the State of Kansas based on cost per location passed.

Subsidy

Assistance program applicants are enrolled in to assist with the monthly cost of services. Federal programs include the Affordable Connectivity Program (ACP), Emergency Broadband Benefit (EBB), or Lifeline.

Underserved

For purposes of the CPF Program, an underserved area is defined as a designated geographic area in which households or businesses are without a fixed, terrestrial connection supporting less than 100 Mbps download and 100 Mbps upload speeds and greater than 100 Mbps download and 20 Mbps upload. (<https://home.treasury.gov/system/files/136/Capital-Projects-Fund-Guidance-States-Territories-and-Freely-Associated-States.pdf>)

Unserved

For purposes of the CPF Program, an unserved area is defined as a designated geographic area in which households or businesses are without a fixed, terrestrial connection supporting at least 100 Mbps download and 20 Mbps upload speeds.

(<https://home.treasury.gov/system/files/136/Capital-Projects-Fund-Guidance-States-Territories-and-Freely-Associated-States.pdf>)