



BROADBAND CPF APPLICATION AND FUNDING REVIEW PACKET

This Oklahoma CPF Broadband Investment Grant Application is used to score applicants and award CPF Broadband Investment grants to provide last mile service. This is a one-time allocation of American Rescue Plan Act funding received by Oklahoma that has not been otherwise allocated. Funding under this opportunity will require a 25% match for all funds awarded to an applicant.

This opportunity is not soliciting applications for software updates or cyber security programs. Please provide all required information for the questions, along with the specified attachments in the proper format.

Project Proposal Overview

Project Name: *Enter Project Name*

Organization Name:

Primary Contact

Name: *Enter First and Last Name*

Email: *Enter Email Address*

Phone: *Enter Phone Number*

Project Lawyer

Name: *Enter First and Last Name*

Email: *Enter Email Address*

Phone: *Enter Phone Number*

Project Cost: *Enter Project Cost*

Project Cost Breakdown: *The submitter must complete the template below. An incomplete project cost breakdown or a breakdown provided in a different format may result in delays in project review. The goal of the budget is to provide a clear and concise description of the expenses requested to support the activities in your application. A successful budget will show what each expense is, how much it costs, and the calculation used to get that amount.*

Proposed Project Cost Breakdown		
Total Requested Amount	\$ XXXXX	Total of all below sections
	\$ XXXXX (Total for Section)	Details
<i>Example:</i>	<i>Example: \$35.00/hour x 4 hours/day x 5 days/month x 12 months = \$8,400.</i>	<i>Example: The installer will be responsible for ...</i>

<i>Installer (e.g. Optical Network Terminals, Fiber cable, etc.</i>		
Capital (Real Property)	\$ XXXXX (Total for Section)	Details
<i>Example: Land and Building (to house provider equipment and aggregation structures)</i>	<i>Example:</i>	<i>Example:</i>
Capital (Other)	\$ XXXXX (Total for Section)	Details
<i>Include equipment if it has a useful life of > one year and a per-unit acquisition cost \geq\$5,000</i>		
<i>Network Operations Equipment</i>	<i>Example:</i>	<i>Example:</i>
Services	\$ XXXXX (Total for Section)	Details
<i>Example:</i>	<i>Example: \$</i>	<i>Example:</i>
Supplies	\$ XXXXX (Total for Section)	Details
<i>Include equipment if it has a useful life of < one year, or per-unit acquisition cost < \$5,000</i>		
<i>Example: Fiber Cable</i>	<i>Example:</i>	<i>Example:</i>

Please provide a narrative for the budget above and label as “**Attachment Budget Narrative.**” The narrative may include tables for clarification purposes. The budget narrative should clearly correspond to the information provided in the detailed budget above. The narrative should also identify all major budget categories and the total sums for those categories, explain how the costs were estimated and justify the need for each cost.

Please provide a budget summary schedule, and label as “**Attachment Budget Schedule.**” The schedule should include a breakdown of the budget for each calendar year of the project, emphasizing project milestones.

Please calculate the cost per pass that reflects all planning and construction costs. The cost elements should include engineering design; permitting; pre-construction costs; outside plant materials (e.g., fiber, poles, hardware, conduit, etc.); labor; and construction management.



Enter Answer to the Above Question Here

Please limit your response to less than 200 words for each section.

Project Overview

Provide a high-level, introductory overview of the project.

Project description to include how the project is a necessary investment based on a critical need that is responsive to an identified need to achieve or maintain an adequate minimum level of service. Also, whether the project is a cost-effective means for meeting that need, taking into account available alternatives.

Enter Answer to the Above Question Here

Please discuss the targeted regions/communities of the project, and specifically address: (a) location of the communities; (b) market size; (c) economic conditions of the service areas (e.g., household income, unemployment data, poverty rates); (d) targeted customers (e.g., enterprise, agriculture, healthcare, education, public safety, etc.).

Enter Answer to the Above Question Here

Describe the broadband-related problems and challenges facing your targeted regions and communities.

Please address (a) needs and gaps; (b) shortcomings of existing solutions; (c) challenges with prior attempts to resolve the problem; (d) how this project significantly solves the problem.

Enter Answer to the Above Question Here

Provide a general overview of your solution.

Please include (a) network technology; (b) internet services (range of speeds offered); (c) business strategy to drive adoption. In addition, what goods or services will you need to complete this project?

Enter Answer to the Above Question Here

Please describe the competitive bidding procedures to be utilized to procure the necessary goods or services.

Enter Answer to the Above Question Here

Please describe how your procurement process prioritizes employers that can demonstrate their workforce meets high safety and training standards.

Enter Answer to the Above Question Here

Project Timeline: (all projects must expend funds before December 31, 2026) identify anticipated start date, completion date, and any milestone dates/goals. Include how the project will be completed and operational by October 2, 2026.

Enter Project Timeline

Please describe how this project will positively impact targeted communities (i.e., workforce, etc.).

Enter Answer to the Above Question Here

Project Location Data and Maps

Please provide the FCC Issued Provider ID number and the total number of planned miles of fiber to be deployed.

Enter Answer to the Above Question Here

Please provide a description of the project area (e.g., residential location, business, or community anchor institution.) For Treasury reporting purposes, include the address, fabric ID number (Broadband Serviceable Fabric Locations), the latitude/longitude at the structure where service will be installed (broken out by type; residential, business, or community anchor institution), and the technology used to offer service at the location.¹

Enter Answer to the Above Question Here

Fabric ID #	Type of Location Served <i>(Residential, Business, Community Anchor Institution)</i>	Latitude/Longitude of the BSL	Speed tier at the location pre-CPF investment (a. 25/3 Mbps or below; b. between 25/3 Mbps and 100/20 Mbps)	Planned project speed by the end of the CPF investment	Planned project technology type (a. Fiber; b. Coaxial Cable; c. Terrestrial Fixed Wireless; d. Other (specify))

Using the most recent census data, please indicate the percentage of served (*speeds equal to or greater than 100/20 Mbps*), underserved (*speeds greater than 25/3 Mbps and less than 100/20 Mbps*), and unserved (*speeds less than 25/3 Mbps*) of the proposed project's service location, per location type.

¹ Per Treasury's Compliance and Reporting Guidance, the type of location for residential is the number of housing units. The latitude/longitude data for each location to which service is designed to be installed should be situated at the structure that is the broadband serviceable location. Enter the longitude data for the location to which service is installed. The highly preferred and Treasury-encouraged method for generating latitude/longitude data for each location to which service is to be installed is through the use of a commercially available GPS-encoded device physically present at the location. More guidance regarding this preferred method, Geolocation with GPS in the Field, can be found in Geolocation Methods (<https://www.usac.org/wp-content/uploads/high-cost/documents/Tools/HUBBGeolocationMethods.pdf>).

Location Type	Total Number of Locations	% Served	% Underserved	% Unserved
Residential				
Businesses				
Community Anchor Institution				

Service Area Project Map

As a separate attachment, please include a service map of the proposed project area in both PDF version and an electronic version in either .shp, .kmz, or .kml format. Please ensure that your map includes the following:

- Last-Mile Project: Includes the service area boundaries and also include place names, boundaries, buildings, road/street names or other features that clearly identify the project coverage area.

Label the map as “**Proposed Service Area Project Map**”

Please indicate whether this project is in an area that has no previous service provider.

Enter Answer to the Above Question Here

Network Map and Narrative of Geographic Coverage

Please provide a narrative that describes the geographic coverage of the proposed project. The project narrative should include a list of locations for households, businesses, and community anchor institutions within the project area to be served.

Enter Answer to the Above Question Here

Please include a detailed network map and label as “**Network Coverage Map.**” Maps should be included in both PDF versions and a spatial data version (e.g., .shp, .kmz, or .kml). Please see infrastructure type specific instructions below.

Network Technology (Last Mile): Please include a route map that shows: (a) service area with boundaries with type of technology used; (b) lateral miles and middle-mile (separate colors); (c) all premises served by the network (residents, businesses, farms, institutions); (d) all peering points with middle-mile and colocation facilities; (e) name of places,



boundaries, buildings, road/street names, or other features to clearly identify the project coverage area; (f) location of any existing and leased facilities (separately color coded).

Wireless Project: The coverage map should show: (a) coverage area; (b) location of all towers and base stations; (c) backhaul to the base station (e.g., fiber or microwave?); (d) backhaul interconnection points to the internet backbone; (e) location of any existing and leased facilities (separately color coded).

Project Readiness and Planning

Please indicate whether your project plan includes a broadband network owned, operated by or affiliated with either: (1) a local government/Tribal entity; (2) a non-profit; or (3) a co-operative.

Enter Answer to the Above Question Here

Please discuss any investment made by community members and organizations. Address the following: (a) degree of financial contribution from community-based members and institutions; (b) in-kind resource commitments from community-based members and institutions; (c) evidence to support verification of pledge.

Enter Answer to the Above Question Here

Please list all key partners and their roles.

These partners can include local government; community anchor institutions; project investors; marketing firms; construction contractors; broadband retail service providers; etc. Please cite any letters of support from project partners (upload to the designated portal file?)

Enter Answer to the Above Question Here

Project Funding

Please identify all Federal funding (other than these ARPA CPF Broadband Investment Grants) and all non-Federal funding that has been or will be applied for or has been or will be obtained by the applicant for the project, including the source of the Federal and non-Federal funds, the amount of the funds, and the date upon which the funds will be available for expenditure on the project. Non-Federal funding includes any state, philanthropic, private partnership or co-investment funds. For any such non-Federal funding, please describe the source of the funds in detail.

Enter Answer to the Above Question Here

Applicants who are awarded CPF funding under this opportunity must provide a 25% match to the total funds awarded to the applicant for the approved project(s). The matching funds must be secured and available by or before commencement of an approved project.



Please describe the source of the matching funds and whether and/or when the funds have been or will be secured for the project.

Enter Answer to the Above Question Here

Please list and identify all network assets being leveraged (e.g., middle-mile, data centers, colocation facilities, towers, etc.). This includes all publicly and privately funded assets.

Enter Answer to the Above Question Here

What are the performance indicators (inputs, outputs, and outcomes) that this project will track to capture impact?

Enter Answer to the Above Question Here

Please provide an outline/brief summary of your project plan.

Including the financial capability of the project from the commencement of the construction to completion and beyond the grant period; the sufficiency of resources; how cost-sharing if applicable, will be fully met and committed; and the expertise necessary to undertake and complete the project.

Enter Answer to the Above Question Here

Please provide an outline/brief summary of your community engagement or outreach plan, including Tribal Nations agreements if applicable.

Enter Answer to the Above Question Here

Please address whether all required government approvals and permits for this project to begin construction have been identified and included in the project timeline/schedule.

This includes permissions required from various government authorities (e.g., municipal, city, township, tribal nations, county, state) regarding such areas as planning, zoning, rights of ways, roadwork, railroad crossings, etc. Ensure the "permitting process" is included as a step on the Project Timeline/Schedule.

Enter Answer to the Above Question Here

Please itemize all approvals that will be required prior to project construction including the corresponding entity that is providing the approval. Please also include a brief description of the timeline required to obtain approval.

Enter Answer to the Above Question Here

Please explain how non-English speaking Oklahomans will be able to access broadband services as a result of this project.

Enter Answer to the Above Question Here

Has your organization ever been subject to an audit or state or federal monitoring in the last three years? If yes, describe and provide reports.



Enter Answer to the Above Question Here

Describe all the internal controls that will be used to ensure use of funds is consistent with Capital Project Funds regulations. (e.g., written policies and procedures, standard of conduct, etc.)

Enter Answer to the Above Question Here

Does your organization utilize a financial management system? Would that same system be used to monitor/ track/ report projects financial compliance? If yes, please describe your accounting software and financial management system.

Enter Answer to the Above Question Here

Please provide the job titles and years of experience for individuals who would be responsible for monitoring compliance.

Enter Answer to the Above Question Here

Indicate whether your project is governed by a project labor agreement that offers wages at or above the prevailing rate.

Enter Answer to the Above Question Here

Indicate whether your project is governed by a community benefits agreement that offers wages at or above the prevailing rate.

Enter Answer to the Above Question Here

Indicate whether your project plan will hire local workers, and/or local workers from historically underserved communities?

Enter Answer to the Above Question Here

Indicate whether your project plan will either directly employ the workforce to ensure high labor standards, or your project plan will have policies and procedures in place to ensure contractors and subcontractors meet high labor standards?

Enter Answer to the Above Question Here

Indicate whether your project plan prioritizes employers, contractors, and subcontractors who have no recent violations of federal or state labor and employment laws.

Enter Answer to the Above Question Here

Risk Assessment

Will you be administering the project? If so, describe your prior experience administering federal or state grants. How many years of experience do you have? If not, who will be administering and what is their prior experience?

Enter Answer to the Above Question Here



What administrative costs do you expect to incur from the funds requested? (Expressed as a percentage or an amount). Does your organization have a Negotiated Indirect Costs Rate Agreement (NICRA) established with a federal agency?

Enter Answer to the Above Question Here

Have you successfully completed a similar project in the past?

If yes, how many years of experience do you have in completing projects similar in scope and size?

Enter Answer to the Above Question Here

Has your organization or entity been administratively responsible for expending, monitoring and compliance reporting for other pandemic relief funds?

If yes, how much funding was received by your organization or entity?

Enter Answer to the Above Question Here

Does your organization receive other Federal Funding?

If yes, please describe the type of funding (i.e., federal agency grant source, specific grant description etc.). How many years of experience does your organization have with other Federal funding and the corresponding federal grant requirements, including the Uniform Guidance.

Enter Answer to the Above Question Here

Is your proposal a pre-existing project or program?

If yes, how much funding has already been committed to the project? Please describe any other assets that have been committed to the project.

Enter Answer to the Above Question Here

Does your organization have a record retention policy, procedure, and/or system to comply with the federal requirement to retain records for 5 years? If yes, please describe. If no, how do you plan to develop a record retention policy, procedure, and/or system?

Enter Answer to the Above Question Here

Is your organization registered in SAM.gov? If yes, please provide the DUNS and unique entity identifier (UEI). Please note that registration in SAM.gov is required prior to the execution of the grant agreement.

Enter Answer to the Above Question Here

Network Scalability Requirement

Please address the current network capacity at the project location and how this capacity effectively supports the proposed speeds.

Enter Answer to the Above Question Here

Is the project designed to reliably meet or exceed symmetrical 100 Mbps speeds?

Enter Answer to the Above Question Here

If the project is not designed to reliably meet or exceed symmetrical 100 Mbps speeds, explain how this is impractical based on either geography, topography, or cost.

Enter Answer to the Above Question Here

For projects that aren't designed to reliably meet or exceed symmetrical 100 Mbps speeds, please confirm that the project is designed to, upon completion, meet or exceed 100 Mbps download speed and between at least 20 Mbps and 100 Mbps upload speed, and be scalable to a minimum of 100 Mbps download speed and 100 Mbps upload speed.

Enter Answer to the Above Question Here

Please discuss the scalability of the proposed network and technology solution, by addressing: (a) the maximum speeds that can be marketed in 10 years; (b) process and required investment for upgrading capacity in the future; (c) the useful life of the assets.

Enter Answer to the Above Question Here

Network Technology

Is your project an investment in fiber-optic infrastructure? Please indicate whether your project ensures that the broadband infrastructure provides "reliable" service at required speeds and your project does not rely on provider's advertised speeds.

Enter Answer to the Above Question Here

Please indicate the type(s) of broadband technology that will be deployed in the proposed project area: Fiber, Coaxial Cable, Terrestrial Fixed Wireless, Other (explain below).

Enter Answer to the Above Question Here

Applicants must certify that the applicant's network design is technically feasible and capable, upon completion of the project, by providing certification from a Professional Engineer or by using an in-house engineer who designs and oversees the implementation of network designs in the regular course of business.

Affordability Requirement

As required for CPF, for projects that serve households, please indicate whether the service provider for the project is currently participating in or plans to participate in the Federal Communications Commission (FCC)'s Affordable Connectivity Program (ACP)?

Enter Answer to the Above Question Here

Please discuss how the service provider will leverage the ACP program to serve qualifying low-income households throughout the lifespan of the program?

Enter Answer to the Above Question Here

Please indicate if your project plan included a consultation with the community on the general affordability needs of target markets in your proposed service area,

Enter Answer to the Above Question Here

Please indicate if your project plan will include at least one low-cost option offered without data usage or caps at speeds that are sufficient for a household with multiple users to simultaneously telework and engage in remote learning that will be offered to all subscribers, regardless income level.

Enter Answer to the Above Question Here

Please address your pricing strategy and programs that may involve: (a) special programs and partnerships that provide discounts to economically disadvantaged customers or institutions with limited budgets (e.g., community institutions); (b) entry-level service tier(s) that provides minimum level of broadband for an affordable rate.

Enter Answer to the Above Question Here

Please confirm your commitment to provide service in the proposed project area after the completion of the project and for a minimum of five years after the period of performance ends. The absence of this commitment will deem your application as “incomplete”.

Enter Answer to the Above Question Here

Attestations

Project Readiness and Planning

___ Initial here to confirm that you understand if selected, you will be a subrecipient and required to comply with federal compliance, reporting, and contract requirements, including the Uniform Guidance (2 CFR Part 200). Among other requirements of the Uniform Guidance, you are confirming that you have:

- A financial management system capable of separately tracking individual Federal programs, and providing accurate, current, and complete information
- Written procedures regarding compensation and benefits, procurement (including a conflict-of-interest policy), and allowability of costs
- Established and will maintain effective internal controls over each Federal award to provide reasonable assurance that such awards are managed in compliance with Federal statutes, regulations, and the terms and conditions of the award

_____ Initial here to confirm understanding that subrecipients expending more than \$750,000 total in Federal funds during their fiscal year will be subject to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F regarding audit requirements.²

_____ Initial here to confirm your project will comply with all applicable federal, state, and local permitting law. That your project will be undertaken in a way that is technically sound

² SLFRF and CPF Supplementary Broadband Guidance, (May 17, 2023). <https://home.treasury.gov/system/files/136/SLFRF-and-CPF-Supplementary-Broadband-Guidance.pdf>.

and that meets design and construction methods that are approved, codified, recognized, and fall under acceptable levels of practice or are generally acceptable by the design and construction industry.

___ Initial here to confirm your infrastructure project will obtain all necessary environmental certifications and all necessary permits required.

___ Initial here to confirm if your project is in excess of \$100,000, you will comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor Regulations (29 CFR Part 5).

Capital Expenditure Requirements

___ Initial here to confirm that you agree to complete and meet the substantive requirements of labor reporting for projects receiving \$5 million or more in CPF funding.³

___ Initial here to confirm that you have read and understand fully the real property provisions, laid out under 2 CFR 200, specifically, 2 CFR 200.310 – 2 CFR 200.316 and 2 CFR 200.330.⁴

___ Initial here to confirm that you have undertaken due diligence to ensure that the project will comply with all applicable federal and state laws, including, but not limited to, environmental, siting and permitting laws and regulations.

___ Initial here to confirm you would be able to provide information regarding required programmatic data upon request.⁵

Risk Assessment

___ Initial here to confirm your understanding that 2 CFR Part 200.332 requires the State to perform a risk assessment of applicants focusing on items such as financial stability, management systems and standards, history of performance, audit reports and findings, and ability to implement programs.

³ *Coronavirus Capital Projects Fund Compliance and Reporting Guidance For States, Territories, and Freely Associated States*, pg. 5-6, (September 2023) <https://home.treasury.gov/system/files/136/Revised-CPF-State-Guidance.pdf>

⁴ *SLFRF and CPF Supplementary Broadband Guidance*, (May 17, 2023). <https://home.treasury.gov/system/files/136/SLFRF-and-CPF-Supplementary-Broadband-Guidance.pdf>.

⁵ *Coronavirus Capital Projects Fund Compliance and Reporting Guidance For States, Territories, and Freely Associated States*, pg. 7-9, (September 2023) <https://home.treasury.gov/system/files/136/Revised-CPF-State-Guidance.pdf>



___Initial here to confirm your understanding that 2 CFR Part 200.332 requires any subrecipient that subgrants CPF provided by the State of Oklahoma for this project to its own subrecipients to perform a risk assessment of those potential subrecipients for financial stability, management systems and standards, history of performance, audit reports and findings, and ability to implement programs.

___Initial here to confirm your project will deploy reliable service speeds of 100/100 Mbps (or 100/20 Mbps where allowable) and is designed to address an identified need for additional broadband, the identified need that your project addresses is not met by existing federal or state funding commitments, and your project costs will not be used for costs that will be reimbursed by other federal or state funding sources.

Affordability Requirement

___Initial here to certify that in compliance with CPF requirements, you confirm that the service provider for the project has, or will upon completion of the project, participated in the Federal Communications Commission's Affordable Connectivity Program (ACP) for the lifespan of the Broadband Infrastructure Project, or until the ACP or its successor program(s) are no longer operating, whichever is earlier⁶.

⁶ *Coronavirus Capital Projects Fund FAQ*, pg. 12, FAQ 5.5. (April 28, 2022).
https://home.treasury.gov/system/files/136/Coronavirus-Capital-Projects-Fund-FAQs_FINAL.pdf