

Capital Projects Fund Broadband Infrastructure Program Grant Application

The Florida Office of Broadband (Office) appreciates your interest in the Florida Capital Projects Fund – Broadband Infrastructure Program (BIP). These projects are being supported, in whole or in part, by federal award number CPFFN0205 awarded to Florida by the U.S. Department of the Treasury. To make an application for grant funding, please complete this Application Packet in its entirety and include supporting documentation. A list of required documentation to be submitted is set forth in the Appendix.

Applicants may designate portions of information provided on their application and/or any supporting documentation as “**Proprietary Confidential Business Information**” or “**Trade Secret**” under Florida Statutes. Such claims of confidentiality must be clearly articulated, made at the time of submittal, and include the citation allowing exclusion. The Applicant must identify each portion of the application and/or supporting documentation deemed confidential **and** provide a redacted version of the same material which may be disclosed, pursuant to Florida Statutes, to the Office concurrent with when the claim of confidentiality or proprietary protection is asserted. All sections claimed confidential by an Applicant will be kept confidential by the Department.

To maximize your chances of receiving an award, please be mindful of two key objectives as you prepare your application:

- **Level of Responsiveness:** Provide all required information for the questions below, along with the specified attachments. The responses should be comprehensive, detailed, and clear.
- **Grant Selection Criteria:** Review the Broadband Infrastructure Program Scoring and Evaluation Criteria and ensure that your proposal comprehensively addresses the listed Evaluation Criteria and Consideration factors.

This is a competitive grant application and eligibility for funding is based on scoring a minimum of 250 points out of a maximum 500 points. Based on the number of applicants, the amounts applied for and awarded, and the score given to each application, the potential exists that not all applicants scored as eligible for funding will be awarded funding.

To complete, your application must include all details in the following mentioned sections:

1. Application Overview
2. Project Dashboard
3. Executive Summary
4. Project Readiness and Deployment
5. Digital Equity & Inclusion
6. Economic and Community Impact
7. Project Budget
8. Non-Federal Funding Sources & Community Support
9. Network Capability & Scalability
10. Project Viability & Sustainability
11. Affordability and Adoption Assistance
12. Appendix for Key Attachments (This section lists the required attachments. (You are free to include other additional attachments as necessary to support your application.)

This Program is a cost reimbursement program. Therefore, funding will be provided at regular intervals to grant recipients after expenses have been incurred to reimburse for those expenses. The period(s) when reimbursement may be requested and the methods to request reimbursement will be set forth in the grant agreement between the Department and an awardee and follow all state and federal requirements.

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1. Application Overview

General Information		
Proposal / Project Title		
Applicant Information		
Organization Information		
Organization Legal Name		
If "Doing Business As" Name		
Mailing Address		
Website		
Primary Contact		
Name		
Title		
Phone Number(s)		
Email Address(s)		
Prior Grant Background		
Receipt of Prior Grant (Y/N) from State of Florida	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Receipt of Prior Grant (Y/N) from Federal Program	<input type="checkbox"/> Yes	<input type="checkbox"/> No
State of Florida Vendor Number		
Organization Type		
Applicant Category	<input type="checkbox"/> Incorporated Business or Partnership <input type="checkbox"/> Political Subdivision** <input type="checkbox"/> Florida Non-Profit <input type="checkbox"/> Tribal <input type="checkbox"/> Florida Limited Liability Corporation (organized to expand broadband) <small>** A political subdivision includes any county, city, village, town, special district, or other political subdivision or public corporation.</small>	

2. Project Dashboard

Project Information
Project Funding
Please complete the table below summarizing the source, amount, and type of funds contributed to the project as leverage. Applicants should also indicate if the leverage is secured or not.

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Grant Funds Requested		Grant % of Project Budget	
Non-federal Leverage		Leverage % of Project Budget	
Local-Leverage		Local Leverage % of Project Budget	
Total Project Budget			
Has non-federal leverage funds been secured?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Has any Federal Funding been awarded in the project area to provide broadband Internet service?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes, provide name of the Federal program and amount of funds received			
Prior Grant Background pertaining to use of CPF funds			
Will the CPF funds be used in project areas (to provide minimum speeds of 100 Mbps download and 20 Mbps upload speeds) already funded by state/federal program?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please provide the documentation supporting the same. (Please include separate attachment and label as " Attachment 1 ")			
Project Cost Information			
Total Project Cost		Average Cost Per Location Served (<i>all locations or structures</i>)	
Upfront Cost Requirements		Average Cost per Housing Unit	
Cost of Building and/or Extending Infrastructure to Customer Premises		Average Cost per Business	
Project Timeline			
Please use the table below to complete a project schedule outlining major milestones and their timing. All CPF BIP projects must be complete by December 31, 2026.			
Project Start Date		Customer Premises	
		Installations Begin	
Project Construction Activity Begins		Installations End	

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Project Construction Activity Complete		Overall Projection Completion Date		
Please list any risk factors that would change or delay the proposed project schedule				
Communities Served				
Please list the number of communities and counties that will be served in the proposed project area as a result of the grant award.				
Number of Communities				
Number of Counties				
Premises Passed or Covered				
Please list the number of "premises passed or covered" for each segment listed below in the proposed project area.				
Segments	Homes	Businesses	Community Anchor Institutions	Total
Unserved Locations: No provider or <25/3 Mbps				
Underserved Locations: ≥ 25/3 Mbps to <100/20 Mbps				
Evidence Demonstrating the Unserved Nature of the Project Area Attachment (Please include separate attachment and label as " Attachment 2 ")	The Applicant must provide evidence demonstrating the proposed project area is unserved/underserved. Evidence provided must be sufficient to conclude that the area is indeed unserved/underserved, and deployment of proposed broadband Internet infrastructure will directly enable work, education, and health monitoring in the proposed project area.			
	<p>Confirmation</p> <p>Check this box to confirm that evidence demonstrating the unserved nature of the project area is included in the Appendix. <input type="checkbox"/></p>			
Technology				
Please indicate the type(s) of broadband technology that will be deployed in the proposed project area.				
Type(s)	[___] Fiber Optic	[___] Coaxial Cable	[___] Terrestrial Fixed Wireless	
	[___] DSL	[___] Combination	[___] Other (State below) -----	
Fiber Project: Infrastructure Metrics				
Total Fiber Miles to be Deployed within the Proposed Project Area				

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Fiber Miles by Deployment Method (should equal total)	New Fiber	Upgraded Fiber	Leased Fiber
Fixed Wireless Project: Infrastructure Metrics			
	New Construction	Leased	
Number of Towers			
Number of Base Stations			
Coverage Footprint (Sq. Miles)			
Spectrum Frequency Band(s) Being Applied			
Service Offering			
	Lowest Speed	Highest Speed	
Commercially Available Speed from Proposed Project			
Community			
Number of Support Letters			
Number of Project Partners			
Local Technology Planning Team			
Does the county in which the proposed project area is located have an active Local Technology Planning Team or is actively involved in regional planning team?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Affordable Connectivity Program (ACP)			
<p>Applicants are required to participate in the ACP and should indicate whether they currently provide or plan to provide a lower cost monthly subscription plan to qualifying households. Applicants proposing to low-cost service offering must provide eligible customers with a similar level of service to that which is provided to non-eligible customers. The monthly cost of service for qualifying households should be included in the application. Additionally, a description of how the applicant will qualify eligible households should also be included.</p>			
Are you a participant in the FCC's Affordable Connectivity Program (ACP)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Do you provide a low-cost service offering in conjunction with the ACP to eligible households?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

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<p>Briefly describe at least one low-cost option offered at broadband Internet speeds of 100/100, sufficient for a household with multiple users to simultaneously engage in telework, remote learning, and healthcare services.</p>	
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3. Executive Summary

Instructions: Please provide a succinct summary for the topics below.

<p>Project Overview</p>
<p>Please provide a high-level, introductory overview of the project. The project summary should include a brief description of the proposed project, the impacted geographic area, the impact to the community served, the technology to be deployed, and the speeds offered.</p>
<p>Problem Statement</p>
<p>Please describe the broadband-related problems and challenges facing your targeted communities and customers. 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.</p>
<p>Applicants should briefly describe how the development of necessary broadband infrastructure in the project area(s) will support residents and businesses with sufficient broadband Internet service speeds for participation in work, education, and health monitoring that will last into the future.</p>
<p>Economic Development Business Case</p>
<p>Briefly describe how the proposed project will support economic development and the enablement of work (both education and job opportunity) within your targeted community.</p>
<p>Description of Solution and Services</p>
<p>Please provide a general overview of your solution, including a) network technology; b) Internet services (range of speeds offered); c) business strategy to drive adoption.</p>

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Targeted Communities and Customer Segments
<p>The applicant should specifically address how the proposed connectivity solution will benefit the local residents, businesses and community anchor institutions.</p> <p>Please discuss the targeted beneficiaries 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); c) targeted customers (e.g., enterprise, agriculture, healthcare, education, public safety, etc.).</p> <p>When determining the communities to be served, applicants may choose to consider any available data including but not limited to documentation of existing broadband Internet service performance, federal and/or state collected broadband data, user speed test results, interviews with community members and business owners, reports from community organizations, and any other information they deem relevant.</p>
Project Benefits
<p>Please discuss the anticipated community and economic benefits that will be realized by the distinct customer segments – e.g., residents, businesses, community anchor institutions, public safety, etc. Please describe how the deploying broadband Internet infrastructure will support work, education, health monitoring, and economic development for area residents and business.</p>
Mission and Operating History
<p>Please discuss your organization’s mission and operating history. Indicate whether or not your organization is registered with the State of Florida and licensed to provide broadband Internet services.</p>
Execution and Sustainability
<p>Please discuss the capabilities, experiences, and track record for your organization and its partners to successfully implement, operate, and sustain this project. Please reference unique resources, market presence, and experience in implementing similar projects.</p>

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4. Project Readiness and Deployment

Project Location and Service Area	
<p>Project Location: Please provide a description of the project area and/or the location of the project’s service area (e.g., RPC district, rural status, breadth of communities involved etc.)</p>	
<p>List of Counties Served: Please list all counties served. Also indicate whether coverage is full or partial coverage.</p>	
Name of County	Fully or Partially Served
<p>List of Communities Served: Please list all cities and towns served. Also indicate whether coverage is full or partial coverage.</p>	
Name of Community (Town, City)	Fully or Partially Served
Service Area Map	
<p>Project Map: As a separate attachment in the Appendix, 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 information as applicable:</p> <ul style="list-style-type: none"> ▪ 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. ▪ Middle-Mile Project: Includes the routes high-capacity broadband infrastructure traverses to connect communities to the Internet backbone, does not connect directly to end-user locations, and enables interconnecting Internet service providers to provide last-mile broadband service. <p>Applicants are required to indicate whether their application is for a last mile project or a middle mile project. Last mile projects are designed to deliver high-speed internet service to eligible locations while middle mile projects are designed to deliver greater backhaul capacity to unserved areas to support future last mile connections. Label the map as “Attachment 4A”.</p>	
Confirmation	
<p>Check this box to confirm that the Map is included in both PDF and electronic versions. <input type="checkbox"/></p>	
Network Map	
<p>Narrative of Geographic Coverage: Please provide a narrative that describes the geographic coverage of the proposed project. Middle-Mile applicants are encouraged to identify one or more last mile partners that will deploy last mile services to unserved locations should the middle-mile project be approved for grant funding.</p>	

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Network Map: Please include a detailed network map in the Appendix and label the map as “Attachment 4B.”

Maps should be included in both PDF version, and a spatial data version (e.g., .shp, .kmz, or .kml) as an electronic attachment. Please see infrastructure type specific instructions below.

Last Mile / Middle-Mile Fiber Project or Combination: Please include a route map that shows: a) service area with boundaries; b) lateral miles and middle-mile (separate colors); c) all premises served by the network (residents, businesses, institutions); d) all peering points with middle-mile and colocation facilities; e) names of places, boundaries, buildings, road/street names or other features that 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 stations (e.g., fiber or microwave); d) backhaul interconnection points to the Internet backbone; e) location of any existing and leased facilities (separately color coded).

Confirmation

Check this box to confirm that a detailed Network Map is included in the Appendix:

Detailed, Reasonable Project Schedule

Applicants should provide a detailed project schedule outlining the individual tasks and their timing for the project including broadband deployment tasks and activities necessary for project completion. Project schedule should indicate the individual tasks involved in the project and the expected completion date of the activity.

Applicants should note that the Office will obligate/award all project funds before December 31, 2024, and all projects are required to be completed by Dec. 31, 2026.

Project Schedule Narrative: Please provide a detailed narrative regarding your project schedule. Please address a) project start and end dates; b) key dependencies; c) key risk factors and mitigation strategies.

Government Approvals and Permits: Please address whether all required government approvals and permits for this project to begin construction have been identified and included in the project schedule. This includes permissions required from various government authorities (e.g., municipal, city, township, county, state) regarding such areas as planning, zoning, rights of way, roadwork, railroad crossings, etc.

Please itemize the approvals that will be required prior to project construction with the corresponding entity that will provide approval, and a brief description of the process required to obtain approval. Include the permitting process as a step on the Project Schedule.

Detailed Project Schedule: Please include a detailed project schedule in the Appendix and label as “Attachment 4C.”

Confirmation

Check this box to confirm that the Project Schedule is included in the Appendix:

**** Other Special Reviews:** Please note that construction projects may require other reviews – e.g., Environmental, Historical Architecture and Resources, etc. Evidence of an applicant’s project readiness include, but are not limited

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to, an engineering and design plan signed and stamped by a licensed engineer, evidence that financing is secured, permits identified and secured, other approvals secured or in process (e.g., environmental, historic, etc.), project schedule thorough and complete, other evidence of readiness to build, manage, and operate the project. Please ensure that your project plan reflects the time to apply and obtain these authorizations.

Detailed Engineering Design
<i>Technology and Engineering System:</i> Please provide details regarding the network technology, including a) architecture; b) standards; c) equipment; d) vendors (if already chosen); e) design parameters used in the system (e.g., oversubscription ratio calculations, bandwidth consumption per user, link loss, data rates per link, redundancy requirements, and technical specifications). For wireless projects, please also include propagation assumptions and underlying evidence.
Professional Engineering Certification: Applicants MUST PROVIDE a certification from a Professional Engineer. Please include a signed copy of the Certification in Appendix and label as “ Attachment 4D. ”
Confirmation
Check this box to ensure that you have included a signed Professional Engineering Certification. Absent this document, your application will be deemed “Incomplete”: <input type="checkbox"/>

5. Digital Equity and Inclusion

Monthly Cost of Service	
Monthly Cost of Service: Applicants are encouraged to ensure that the cost of service for their service is affordable to those they intend to serve. List all service offerings and associated monthly cost below.	
Service Offering	Monthly Service Cost
Data Caps	
Applicants should describe if their service offerings will be subject to any data cap of any kind.	
Participation in ACP or Other Low-Cost Service Offering(s)	
All the CPF Broadband Infrastructure Program grant recipients are required to participate in the FCC’s Affordable Connectivity Program (ACP) to qualify, and applicants must show evidence of their participation in the program (https://www.fcc.gov/acp). Applicants should describe a low-cost service offering for the proposed service area(s).	

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Opportunity Zone(s)
Applicants should identify and include any federal Qualified Opportunity Zones (QOZs) in their applications, in whole or in part, where applicable. QOZs are an economic development tool with the purpose of spurring economic growth and job creation in low-income communities.
Digital Literacy Training
Training Requirements: Applicants should describe any proposed digital literacy training events, materials, and resources that will be provided to residents and businesses impacted by the proposed connectivity. Partnerships with local training organizations (e.g., libraries, non-profit organizations, etc.) are highly encouraged and evidence of those partnerships and commitments should be included with the application. Include the number and type of events in measurable metrics, and the anticipated outcomes from related activities.

6. Economic and Community Impact

Broadband Impact & Percentage of Premises Passed
Serviceable User Segments: Please state the number of premises passed or covered by the proposed broadband infrastructure for the speed tiers identified below. Premises that will benefit from the proposed broadband infrastructure include these categories: businesses, and community anchor institutions (e.g., public safety, education, healthcare, government offices, municipalities, nonprofits, co-operatives, and private entities, etc.). Please include these in the Appendix and label as “Attachment 6.”

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		Premises in Service Area by User Segment					
Current Speed (Mbps)		≤25/3	≤25/3	≤25/3	<100/10	<100/20	<100/20
Future Minimum Available Speed After Build (Mbps)		100/20	100/100	1G/1G and above	100/20	100/100	1G/1G and above
Premises	Homes						
	Businesses						
	Farms						
	Community Anchor Institutions						
Total							

Economic and Workforce Impact

Applicants should provide evidence of the economic impact of their projects. This impact could be through direct economic expansion of local businesses or through indirect economic impacts for residents and others in the community. Applicants should demonstrate that they are aware of the economic impact their projects will have on the communities they intend to serve. Additionally, applicants should show any evidence of direct job creation related to their deployments of broadband infrastructure.

Benefits to Targeted Customer Segments

Narrative on Benefits to Targeted Customers: Please provide a detailed narrative regarding examples of the specific community and economic benefits of connecting the following user segments. Describe how the proposed project will promote economic growth and development in the community and how it will occur. Please see Example A (below) for several general factors to consider during your outreach and communication efforts with community stakeholders. The narrative should be relevant to the specific circumstances of your project. Generalized examples will receive limited consideration.

Homes / Residential Units	
Businesses	
Community Anchor Institutions	

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Other (please specify)	
Benefits to Community	
Applicants should provide a list of communities that will benefit from the project. Applicants should submit letters of support from impacted community anchor institutions / organizations that describe the benefits to be gained from the proposed project.	
Describe any prioritization efforts to hire local workers and/or workers from historically disadvantaged communities for this project.	
Describe and account for any direct job creation in the proposed service area related to this project, if funded. Provide supplemental evidence, if available.	
Describe recent economic development opportunities in the community. Provide supplemental evidence, if available.	

Example A:

Consideration Factors: Please include in your narrative specific examples from your communication with beneficiaries that will be served by this project. We offer these categories to prompt your thinking regarding several types of community and economic benefits.

- Residents: Ability to telework, receive workforce training remotely, remote learning engagement, new housing starts, receive telemedicine services, etc.
- Businesses: Degree of competitiveness, market expansion, workforce development, job creation, attracting new business establishments, etc.
- Farmers and Agricultural Use Customers: Farming efficiency and productivity, new applications for precision agriculture, etc.
- Community Anchor Institutions: Enhancement to capabilities to execute mission in more effective and efficient manner (across schools, libraries, hospitals, clinics, social service centers, community gathering centers, evacuation shelters, etc.)
- Economic Development: Attracting new industrial/commercial operations, increasing scale, capabilities expansion, etc.
- Other: Public safety improvements; other complementary infrastructure improvements; etc.
- Letters of support describing project impact – specific to the target customers’ circumstances

7. Project Budget

Project Budget
Budget Narrative: Please provide a narrative for your budget, and label as “Attachment 7A” and include in Appendix. The narrative may include tables for clarification purposes. The budget narrative should identify all major expenditure categories and the total sums for those categories. Please see Example C (below) for additional information that should be included in the budget narrative.

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Budget Efficiency: Please describe the steps that will be taken to achieve efficiencies in expenditures. These can include a) leveraging existing assets; b) engaging in competitive procurement through request for proposals (RFPs) for major purchases; c) other, etc.

Detailed Budget Schedule: Please provide a detailed budget schedule, and label as “Attachment 7B” and include in Appendix. The budget should show all required units of material and labor, cost per unit, and total cost for each line item.

Confirmation

Check this box to confirm that the Budget Schedule is included in the Appendix:

Example C:

Budget Narrative information: The budget narrative should be written in such a way that an individual not familiar with the project can conceptually understand the rationale, purpose, and calculation of the anticipated cost identified. In addition to identifying all major expenditure categories and the total sums for those categories, the budget narrative should include, but is not limited to, the following:

A breakdown of the costs for each of the major expenditure categories (i.e., Design/Engineering, Building/Land Purchase, Equipment/Materials/Labor, Construction Management/Oversight, Construction, Other Construction Expenses), as well as any additional categories needed to for the installation and deployment of broadband infrastructure in the proposed project area.

Description for each line item in the budget and the calculations used to derive the costs.

- Justifications for expenses related to the proposed project
- Identify which budget items will be covered by the grant funding and which ones will be covered by non-federal funds (e.g., cost-share or in-kind)

Cost Metrics and Key Indicators

Please complete the following metrics. The costs include all expenditures related to network elements, plant, and placement costs.

Fiber Optic Project

Cost per Fiber Mile Deployed (Last Mile Project): Please calculate the cost per fiber mile that reflects all planning and constructions costs. The cost elements should include engineering design; permitting; pre-construction costs (e.g., make ready); outside plant materials (e.g., fiber, poles, hardware, conduit, splitters, etc.); labor; and construction management. Please do not include the costs for network equipment, fiber drops, equipment external to premise (e.g., ONT), customer premise equipment.

Construction Cost per Home Passed: Please calculate the cost per home passed. The cost elements should include the total costs applied in the prior question and then divided by each home passed. Please do not include the costs for the fiber drops or equipment to the particular premise.

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<p>Cost per Premise Connected: Please calculate the incremental cost for each premise connected. This includes the fiber drop, external electronics, and any customer premise equipment not charged to the customer.</p>
<p>Terrestrial Fixed Wireless Project</p>
<p>Cost per Premise Covered: Please calculate the cost for each premise covered by the wireless network. The cost elements should include engineering design; permitting; pre-construction cost; spectrum; tower site acquisition and construction; fiber backhaul construction; labor; construction management; base station equipment. Please do not include the costs for customer equipment – including external equipment (e.g., receivers) and customer premise equipment.</p>
<p>Coaxial Cable Project</p>
<p>Cost per Premise Covered: Please calculate the cost for each premise covered by the cable network. The cost elements should include engineering design, pre-construction cost, labor, and construction management.</p>

8. Non-Federal Funding Sources and Community Support

Leverage of Non-Federal Funding	
Non-Federal Leverage Amount	
Non-Federal Percentage of Total Project Budget	
Non-Federal Funding Source(s): Please discuss source(s) of the non-federal funding leverage.	

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<p>Evidence: Please describe the type of proof being submitted (e.g., signed contract for 3rd party investment, letter of credit for loan, funds on balance sheet, etc.)</p>	
<p>Evidence of Leverage Attachment (Please include a separate attachment label as “Attachment 8A”.)</p>	<p style="text-align: center;">Confirmation</p> <p>Check this box to confirm that evidence for non-federal leverage from All contributors is included in the Appendix.</p> <p style="text-align: center;"><input type="checkbox"/></p>

Please list Contributors/Funding Sources of Non-Federal funding or In-kind Contributions that will be used to supplement any funding received through the Broadband Infrastructure Program.	Non-Federal Funding Contributor	Contact Info. (Email and Phone)	Amount (\$)

Financial Commitment from Community Stakeholders

Financial Contribution by Community Stakeholders: Please discuss any financial 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. Please include any evidence in the Appendix, and label as: “**Attachment 8B**.”

Confirmation

Check this box to confirm that evidence, if available, is included in the Appendix regarding any financial commitment from community stakeholders.

Public Private Partnerships

Applicants are encouraged to form a variety of partnerships in support of grant funded projects and provide evidence of these partnerships in their applications. Applicants are to describe any partners, subcontractors, or vendors associated with the project’s deliverables, including but not limited to adoption, deployment, and service delivery. Applicants are to also describe each party’s role in the project. This should include a discussion of whether and to what extent the applicant, as well as its anticipated partners, subcontractors, or vendors are organizations incorporated, headquartered, or with a principal place of business in Florida. Please cite any letters of support from project partners.

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Public-Private Partnerships: Please list and provide a detailed description of any public-private partnerships that have been established to leverage funding to successfully implement, operate, and sustain this project. For the purposes of this grant, Public-Private Partnerships could be both formal and informal. A formal partnership could include a financial relationship between two (2) ISPs to successfully complete the proposed deployment with one of those ISPs being the official grant recipient. The applicant ISP could also, as an example, create an informal partnership with a municipality that provides in-kind services or a community anchor institution(s) that agrees to provide digital literacy training in the community receiving service. The applicant could also, as an example, create an informal partnership with a municipality that provides in-kind services or a community anchor institution(s) that agrees to provide digital literacy training in the community receiving service. Applicants shall provide evidence of these partnerships with letters of support, MOUs, or other similar documents, if applicable.

Evidence of Community Support

Applicants can show community support in a variety of ways. Formal Public-Private Partnerships (PPPs) are the strongest evidence of community support. Applicants should provide the contract, agreement, or similar evidence of the PPP with one or more communities. Applicants must also show evidence that the PPP was created through a competitive bid process and complies with applicable state laws. Applicants without a formal PPP are encouraged to submit letters of support from communities within the proposed service area. These letters could include commitments from the communities or interested parties to materially support the project. This support could be in the form of non-federal funds, permit fee or process reductions, dedication of a single point of contact within the community to ensure project timeliness, waiver of certain requirements, or other methods the community offers in support of the project. Letters of support without such commitments will also be considered. Applicants should provide links to any relevant and published community plans that specifically call for the expansion of service like those proposed in the application.

Degree of Community Support: Please provide a narrative regarding the breadth and depth of community support.

Overview of Letters of Support: Please provide an overview of the letters of support, and specifically address a) number of letters; b) sources; c) degree to which letters are personalized and reflect the unique support of the particular stakeholder; d) specific level of need of the supporter; e) process (and any challenges) to solicit the letters.

Appendix for Letters of Support: Please include all Letters of Support in the Appendix. Please label as "Attachment 8C."

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Confirmation

Check this box to confirm that Letters of Support are included in the Appendix:

Strategic Plan: Please discuss whether, and if so, how this project fits into an existing community strategic plan and Florida Strategic Plan for Broadband.

Community Survey and Feedback: Please discuss whether you conducted any type of a survey to evaluate the needs, gaps, and overall project support. This includes surveys conducted by a Local Technology Planning Team. If so, summarize the results of the survey. Also, if you collected any other feedback from members of your community (e.g., community forum, etc.), please describe that process and summarize the results.

Survey Results: Please attach the results of the survey in the Appendix and label as “Attachment 8D.”

Confirmation

Check this box to confirm that Survey Data, if available, is included in the Appendix:

Degree of Community Economic Development Support: Please provide a narrative regarding the breadth and depth of community support for economic development initiatives.

Local Technology Planning Teams

Planning Team Activities: Please provide a detailed narrative describing how the Local Technology Planning Team worked with the community to help the community understand its: a) current broadband availability; b) locate unserved and underserved businesses and residents; c) identify assets relevant to broadband deployment; d) build partnerships with broadband service providers; and e) identify opportunities to leverage assets and reduce barriers to the deployment of broadband Internet services in the community. Please include a list of all of the Broadband Planning Toolkit activities and reports that were completed and submitted to the Office of Broadband, and any other research, activities, and community outreach that was conducted by the local technology planning team.

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9. Network Capacity and Scalability

Network Capacity and Scalability

Applicants should provide evidence that the proposed network can scale to meet the future connectivity needs of the community and the homes, businesses, and institutions to be served, including the range of speed tiers to be offered to new customers.

Network Capacity: Please address a) total network capacity today; b) how this capacity effectively supports the minimum service speeds of 100/20 Mbps scalable at least to 100/100 Mbps.

Scalability to 100/100 Mbps download/upload or higher: For the purpose of the expansion and improvement of broadband Internet infrastructure under the Broadband Infrastructure Program subgrant program, broadband Internet minimum speeds of 100/20 Mbps scalable, to at least 100/100 Mbps is required. Please provide evidence that the installed broadband infrastructure is capable of meeting minimum speed requirement. This can include, for example, documentation from the equipment manufacturer, or certification from the registered Professional Engineer.

Future-Proofing Today's Investment: 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.

Network Availability

Project Type: Applicant should describe the type of project(s) for which application is submitted. Examples of projects that are eligible for the CPF BIP grant program include:

1. Rural Broadband Infrastructure and Connectivity Projects
2. General Broadband Infrastructure and Connectivity Projects
3. Emergency Services Broadband Infrastructure and Connectivity Projects

Projects must show partnerships between the local governments and the internet service providers and describe sustainable measures to ensure current and future service needs are provided to residents, businesses, and anchor institutions.

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Network Availability: Applicants should briefly describe how they are planning to provide access to the planned network on a non-discriminatory basis.

Florida will give priority to Broadband Infrastructure Projects where networks will be owned, operated, or affiliated with local governments, non-profit organizations, and co-operatives. These entities will make their networks available to any service provider who requests access as long as such access is on a non-discriminatory basis and service is made available to anyone receiving service over the CPF funded network.

Network Deployment Prioritization: Fiber-optic networks deployed directly to the home or business is preferred. Applicants should briefly describe how the proposed project will prioritize fiber-optic network(s) deployed directly to the home or business. If the Applicant is planning to leverage other technologies capable of delivering broadband Internet service of 100/100 Mbps where fiber-optic networks are not economically feasible, or other environmental factors make fiber deployment impractical.

10. Project Viability and Sustainability

Financial Capability and Sustainability

Applicants should establish the long-term sustainability of the network to provide service to the proposed eligible locations and for the likelihood the locations will not be served without state grant funding. Applicants are required to certify their commitment to providing the proposed level of service and cost for a minimum of five (5) years following the completion of the project.

Examples of financial capability and sustainability include, but are not limited to, identification of eligible costs, leveraging existing broadband, financing secured, additional costs identified, financial plan, financial strength demonstrated, and a resolution/applicant affidavit.

Financial Capability: Please provide a detailed narrative description demonstrating the financial capability of the project from the commencement of the construction to completion and beyond the grant period; the sufficiency of resources; how the non-federal project funding requirement will be fully met and committed; and the expertise necessary to undertake and complete the project.

Narrative on Financial Sustainability: Please provide a detailed narrative regarding the key drivers to financial sustainability of this project. Please address the following a) minimum take rate (i.e., percentage of passed or covered premises that become customers) required to achieve positive operating cash flow; b) managing growth of operating expenditures to be in line with revenue growth; c) duration (years and months) to achieve positive operating cash flow.

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Financial Sustainability Risks: Please discuss key risks to financial sustainability and mitigation plans, including a) competition risks that could impede targeted customer penetration rates; b) adoption risks by customers; c) liquidity risk (if the project is taking on debt).

Economic Development Opportunity: Please describe potential local or regional economic development opportunities as a result of the broadband infrastructure development, including a) attracting new economic development project(s); b) potential opportunity for the community to invest in economic development initiatives; and c) workforce development investment initiatives.

Pro Forma Financial Statements: Please provide detailed financial forecasts for the next five (5) years, including: a) income statement; b) cash flow statement; c) balance sheet. These financial statements should be for this project only. The numbers should be consistent with other financial information provided in the application – e.g., Project Budget, amount of other funding source(s), etc. Please include these pro forma statements in Appendix and label as “**Attachment 10A.**”

Confirmation

Please check box to confirm that you have provided a financial forecast spanning 10 years in the Appendix:

Audited Financial Statements: Please provide five (5) years of audited financial statements to demonstrate the project’s financial viability. Confidential information may be submitted and redacted according to Florida’s FOIA laws. Include a copy in the Appendix and label as “**Attachment 10B.**” If not, please explain why you cannot provide audited financial statements.

Confirmation

Please check this box to confirm that five years of audited statements are included in the Appendix:

Organizational Capability

Organizational Capability: Applicants will be reviewed for their organizational capacity to deploy the proposed project. Examples of an applicant’s organizational capacity include, but are not limited to, quality/experience of partners and project manager, organizational charts, company history, and resumes.

Applicants should provide information to demonstrate that; a) their workforce meets high safety and training standards, including professional certification, licensure and/or robust in-house training; b) prioritization in hiring of local workers and/or workers from historically disadvantaged communities; c) direct employment of their workforce, or policies and practices in place to ensure contractors and subcontractors meet high labor standards; and d) no recent violations of federal and state labor and employment laws.

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Project Resources / Personnel: Are employees hired directly with your company or contracted through another agency? If the workforce is through another agency, describe the policies and practices that ensure contractors/subcontractors meet high labor standards.

Resumes of Key Personnel: Please include resumes of key project personnel in the Appendix and label as “Attachment 10C.”

Confirmation

Please check this box to confirm that resumes and included in the Appendix:

Safety and Training Standards: Describe the safety and training standards in place for your employees, including professional certification, licensure, and/or robust in-house training opportunities.

Violations: Have there been any recent violations of federal or state labor and employment laws by your organization? If so, please describe in detail.

Labor standards: Does your company incorporate strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate? If so, please describe.

Track Record / Past Experience

Please provide details regarding your organization's experience and results in having deployed similar broadband infrastructure projects.

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11. Affordability and Adoption Assistance

Low Price Service Tier
Applicants should provide a narrative regarding low price subscription plan they are either currently providing or plan to provide to qualifying households. Applicants proposing to low price service offering must provide eligible customers with a similar level of service to that which is provided to non-eligible customers. Applicants should describe that speed tiers offered and corresponding non-promotional prices, including associated fees, for each speed tier of broadband service are offered.
Commitment to Improving the Adoption Rate
Applicants should describe how the project demonstrates commitment to improving the adoption rate of broadband services and use to the target markets in the proposed service area including, but not limited to, special service rates, internet-enabled devices that meet the needs of the user, and digital skills training.

Appendix – Required Attachments

Please include the following documents as attachments. The lack of any of these documents may deem the application incomplete. You may also include additional attachments that convey other relevant information regarding your service area, network, business model, and organization as needed to bolster or complete your application.

Attachment	Purpose	File name format
Attachment 1	Prior Grant Background pertaining to use of CPF program funds	[Name]_[Project]_Grant background
Attachment 2	Evidence Demonstrating the Unserved Nature of the Project Area	[Name]_[Project]_Unserved area
Attachment 4A	Service Area Map (PDF File) and please add electronic version	[Name]_[Project]_Service area map
Attachment 4B	Detailed Network Map (passing's and coverage)	[Name]_[Project]_network map
Attachment 4C	Detailed Project Schedule	[Name]_[Project]_Project Schedule
Attachment 4D	Certification from Professional Engineer	[Name]_[Project]_Professional Engineer Certificate
Attachment 6	List of Premises in Service Areas	[Name]_[Project]_Premises in service area
Attachment 7A	Budget Narrative	[Name]_[Project]_Budget narrative

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Attachment	Purpose	File name format
Attachment 7B	Budget Schedule	[Name]_[Project]_Budget schedule
Attachment 8A	Evidence of Non-Federal Funding Attachment	[Name]_[Project]_Other project funding
Attachment 8B	Financial Investment by Community Stakeholders	[Name]_[Project]_Financial investments
Attachment 8C	Letters of Support	[Name]_[Project]_Letters of support
Attachment 8D	Community Survey	[Name]_[Project]_Community survey
Attachment 10A	Pro Forma Financials	[Name]_[Project]_Financials
Attachment 10B	Audited Financial Statements	[Name]_[Project]_Audited statements
Attachment 10C	Resumes of Key Personnel	[Name]_[Project]_Resume
Attachment – Other 1	Recipient must collect from the subrecipient the latitude/longitude at the structure where service will be installed	[Name]_[Project]_Lat Long
Attachment – Other 2	Recipient must collect from the subrecipient the speed tier at the location pre-CPF investment	[Name]_[Project]_Speed tier pre-CPF
Attachment – Other 3	Recipient must collect from the subrecipient the speed and latency at the location post-CPF investment	[Name]_[Project]_Speed tier post-CPF
Additional Attachments	Please add other items as needed to support your application.	[Name]_[Project]_xxx