



Broadband Initiatives Program (BIP)

Application Process



1. Application Information

- **1-A. Name, Address, and Federal ID for Applicant**
- **1-B. Name and Contact Information of Person to be Contacted on Matters Involving this Application:**
- **1-C. Other Required Identification Numbers (DUNS & CRR)**



General Application Information - continued

- **1-D Eligible Entities**
- **1-E. RUS Borrower Status**
- **1-F. Applicant Federal Debt
Delinquency Explanation**



2. Project Description

- Provide three or four sentences that most concisely describe the proposed project.
- Your answer will be published on recovery.gov and broadbandusa.gov to showcase the types of proposals received.
- [Limit 400 characters]

3. Multiple Submissions for BIP or BTOP:

- Identify any other applications that you have submitted for BIP or BTOP
- Project Type
 - BIP Infrastructure
 - BTOP Infrastructure
 - BTOP Public Computer Center
 - BTOP Sustainable Broadband Adoption

4. Rural Area Determination:

- At least 75 %of the proposed service area to be funded falls within rural areas that are unserved or underserved. If you answer “yes,” proceed to Question 5. If you answer “no” proceed to Question 6.
-
- Yes
 - No

5. Applications for Rural Areas

- a) If you answered Yes to Question 4, please choose the BIP broadband infrastructure category to which you are applying:
 - BIP– Last Mile Remote Area
 - BIP– Last Mile Non-Remote Area
 - BIP– Middle Mile Project
- b) Would you like this Application for Rural Areas to also be considered for BTOP funding?
 - Yes
 - No (Implies Single Filing with BIP)



6. Applications for All Other Areas:

- all applications to fund broadband infrastructure projects in areas that are less than 75% rural must be submitted to NTIA for consideration under BTOP.**

7. Eligibility Factors

- **a) Fully Completed Application:** Applicant has submitted a completed application and provided all supporting documentation required for the application.
 - Yes
 - No
- **b) Timely Completion:** The Project will be substantially complete within two years of the award date, and the project will be fully complete within three years of the award date.
 - Yes
 - No

Eligibility Factors - continued

- **c) Technical Feasibility:** For projects seeking more than \$1 million funding, the Applicant has submitted a certification, from a Professional Engineer, that attests that: a) the system will deliver the stated performance; and b) the proposed project will be substantially complete within two years, and fully complete within three years.
 - ❑ Yes
 - ❑ No
 - ❑ NA
- **d) Broadband Speed:** The Applicant provides two-way data transmission with advertised speeds of at least 768 kbps downstream and 200 kbps upstream.
 - ❑ Yes
 - ❑ No

Eligibility Factors - continued

- **e) Nondiscrimination and Interconnection:** Applicant understands and agrees to comply with the nondiscrimination and interconnection obligations outlined in the NOFA.
 - Yes
 - No
- **f) Last Mile Coverage Obligation:** If applying for a last mile Broadband Infrastructure project, applicant understands and agrees to comply with the last mile coverage obligations as outlined in the NOFA.
 - Yes
 - No

Eligibility Factors - continued

(Additional Factors for BIP)

- **g) Eligible Service Area for BIP:** At least 75 % of the proposed funded service area qualifies as unserved and underserved rural areas in accordance with the NOFA.
 - Yes
 - No
- **h) Fully Funded:** Applicant understands and agrees that the project will be fully funded in accordance with the requirements of the NOFA.
 - Yes
 - No

Eligibility Factors - continued

(Additional Factors for BIP)

- **i) Financial Feasibility and Sustainability:**
Applicant understands and agrees that only projects that RUS determines to be financially feasible and/or economically sustainable will be eligible under this NOFA
- Yes
- No

- **Additional Factors for BTOP** – Refer to BTOP Guidance

8. Executive Summary of Project

- Opportunity the proposed system seeks to address
- A general description of the proposed funded service areas (location, number of communities, etc.)
- Number of households and businesses passed
- Number of community anchor institutions, public safety entities, and critical community organizations passed and/or involved with project (e.g., health care, education, libraries, etc.)
- Proposed services and applications for the proposed funded service areas and users
- Approach to addressing the non-discrimination and interconnection obligations
- Type of broadband system that will be deployed (network type and technology standard)
- Qualifications of the applicant that demonstrate the ability to implement and operate a broadband infrastructure, and/or be a sustainable broadband services provider
- Overall infrastructure cost of the broadband system
- Overall expected subscriber projections for the project
- Number of jobs estimated to be created or saved as a result of this project



Description of BTOP Project Purpose

9. BTOP Statutory Purpose

10. Description of BTOP Project Purpose

11. BTOP Enhanced Services for Health Care Delivery, Education, and Children:

(Refer to BTOP Guidance)



12. Proposed Funded Service Area Maps:

- Please attach service area maps for each proposed service area to be funded, identifying the service area as: a) unserved; b) underserved; or c) for BIP, at least 75% rural.

13. Proposed Funded Service Area (Last Mile Project):

- Service Area Name
- List of the contiguous census blocks
- Total population using the last decennial Census
- Total number of Households
- Total number of Businesses
- Total number of Critical Community Facilities, Community Anchor Institutions and Public Safety Entities
- Individual census designated communities or “other areas”



Last Mile Project - continued

- Clarify the individual census designated communities in the proposed funded service area as being rural as defined in the NOFA or non rural, and specify the number of square miles in each census community.



Last Mile Project - continued

- Status of the census designated community or "other area" as unserved, underserved, or Served

14. Proposed Funded Service Area (Middle Mile Project)

- Middle mile span name
- List of contiguous census blocks for proposed middle mile project
- List of associated last mile service areas indicating the following
 - Status of census designated community or “other area” as rural
 - Status of the census designated community or “other area” as unserved, underserved, or served



15. Non-Funded Service Area

- Total population using the last decennial Census
- Total number of Households
- Total number of Businesses
- Total subscriber numbers



16. Coverage Waiver

- There is a presumption that applicant will provide service to the entire territory of each census block included in the proposed funded service area, unless the applicant provides a reasoned explanation as to why providing coverage for the entire census block is infeasible.

17. Methodology for Area Status:

- Describe the methodology, source of data, and analytical approaches used to determine whether the proposed funded service areas are classified as “unserved,” “underserved,” or for BIP, at least 75% rural.



18. Middle Mile Benefits

- Identify the last mile service areas for which your middle mile project will provide service.
- List the service providers with whom the proposed network proposes to interconnect at a minimum identifying the community that the facilities will be terminating.



19. Broadband Service Offerings for Last Mile Project

- Please download and upload Attachment “A” describing the proposed broadband service features for download/upload speeds, and price



20. Service Offerings for Middle Mile Project

- Please download and upload Attachment “B” describing the service offerings including speed, price, and other facts that demonstrate the value of your service.



21. Existing Broadband Service Providers and Services Offered

- Please complete and upload a table based on the formats provided in Attachment “C”. For last mile projects, describe the service offerings currently being advertised in the proposed funded service area. For middle mile projects, describe the middle mile service offerings currently being advertised in the last mile service areas of the proposed middle mile project.



22. Description of Network Openness

- Please explain how the proposed project will be consistent with the NOFA's non-discrimination and network interconnection obligations

BTOP Only Questions

- **23. Non-Discrimination Obligations (applicable to Last Mile and Middle Mile Applicants)**
- **24. Interconnection Obligations (applicable to Last Mile Applicants)**
- **25. Interconnection Obligations (applicable to Middle Mile Applicants)**
- **26. Cost per Household**
(Refer to BTOP Guidance)



27. Affordability

- Explain why the pricing for your broadband service offerings are affordable in comparison to the pricing of existing broadband services in proposed funded service area.

28. Technology Type

- Please identify the network technology(ies) that will be used to deliver service to the final link to customer premises

29. System Design

- The key network components that enable connectivity from the end-user to the Internet backbone – showing what will be funded versus what already exists
- For wireless access, state the frequency, how much spectrum is available, technology used, morphology of the area, topology of the area, power levels at the user devices, whether or not mobile
- Specific advantages for using this particular technology strategy, taking into account service offering capacity, speed, reliability, and cost effectiveness

30. Network Diagram

- All the network elements and the capacity, facilities, and mileage between each element
- The types of facilities used in connecting all the network elements (fiber, copper, microwave, etc.)
- The points-of-connection with the backbone service providers, if applicable
- The proposed Aggregation Node facilities that will provide the egress point(s) from the broadband backbone to the networks of the selected service provider(s) and the selected Internet Service Provider(s) and any other value-added services that may be provided in the new infrastructure



31. Certification by Professional Engineer

- The certification must indicate that the proposed broadband system will work as described in the System Design and Network Diagram sections, and can deliver the proposed services outlined in the Proposed Service Offerings Section. Moreover, the certification must indicate that Applicant can meet the proposed build-out timeframe and will substantially complete the project within two years, and complete it within three years



32. Buy American Requirement

- Are you seeking a waiver of the Buy America provision?
 - Yes. If yes, please provide a legal justification.
 - No



33. Choice of Service Provider

- Does the project's infrastructure and the company's business plan allow more than one provider to serve end users in the proposed funded service area?
 - Yes
 - No



34. Infrastructure Build-out Timeline

- Using the formats provided in Attachment “E” please complete and upload the project plan and the build-out timeline showing the following on a quarterly basis for each year of the project



35. Licenses, Regulatory Approvals and Agreements

- Please list all of the licenses and regulatory approvals required to implement and operate the proposed project, and indicate the status of each.

36. Construction and Vendor Contracts

- Identify the extent to which you intend to rely on contractors and/or vendors to deploy the network facilities. Please provide any evidence that contractors and/or vendors are ready to enter into agreements with the applicant, should the application be approved.



37. Management Team Resumes

- Provide resumes of the senior management team and project team members significant to the project's success.



38. Organizational Readiness

- Describe key factors to indicate how your organization will be prepared to implement, manage and operate a broadband services network. Describe the organizational governance and management.



39. Organizational Chart

- Please include an organizational chart that details the structure of your organization including any parent, subsidiary, affiliates, or partnership organizations.

40. Legal Opinion

- Please complete and upload the legal opinion (Attachment F) that addresses the applicant's ability to enter into the award documents and that describes all pending litigation matters, and additionally for loan and loan/grant combinations, that addresses the applicant's ability to pledge security as required by the award documents.



41. Government and other Key Partnerships

- Identify each organization, the type and degree of its role and/or contribution, and projected impact.



42. Recovery Act and Other Governmental Collaboration

- Describe how your project will leverage Recovery Act or other state or federal development programs.



43. Partnering with Disadvantaged Small Businesses

- BTOP Only –refer to BTOP Guidance

44. General Overall Budget

- This is an over budget of the entire project indicating
- **Loan Request**
- **Grant Request**
- **Equity**
- **Debt**
- **Bonds**
- **Other Funding**



45. Detailed Budget

- Please download and upload Attachment “G”, a detailed budget of the proposed project.



46. Reasonableness

- Concisely and convincingly explain why the unit price and total number of units required for this project are reasonable to deliver your proposed services in the designated proposed funded service areas. Provide any relevant data and summaries of your analysis.

47. Historical Financial Statements

- Please provide the following financial statements for the last two (2) years: a) Income Statement; b) Balance Sheet; and c) Statement of Cash Flows (CPA audits if available); start-up firms should provide the most recent financial statements



48. Broadband Subscriber Estimates

- Please download and upload Attachment “H”, regarding subscriber projections, including households, businesses, community anchor institutions, public safety entities, and/or critical community facilities for each of your service offerings



49. Other Services

- Please download and upload Attachments “I” and “J”, regarding other services that you plan to sell or provide in addition to broadband Internet access services.



50. Pro Forma 5-Year Financial Forecast and Assumptions

- Balance Sheet, Income Statement, and Statement of Cash Flows for a five year period. Please use the Attachments “K”, “L”, and “M” to document the components of the financials.

51. Commitment of Capital Funding Support

- Name of Party
- Funding Amount [and % of project cost]
- Type of Funding (e.g., grant match, equity, debt, internal, other)
- Use of Funding (infrastructure, working capital, operating losses, other)
- Key Financing Terms and Conditions



BTOP Only Requirements

52. Matching Funds

53. Demonstration of Financial Need

54. Unjust Enrichment

**55. Disclosure of Federal and/or State
Funding Sources**

(Refer to BTOP Guidance)

56. Self Scoring Sheet

- A self scoring sheet is provided for the applicant to calculate their possible score.
- **PROJECT PURPOSE (25)**
- Proportion of Rural Residents Served in Unserved
- Rural Area Targeting
- Remote Area targeting
- Title II Borrower
- Recovery Act and other governmental collaboration



Self Scoring Sheet - continued

■ PROJECT BENEFITS(25)

- Performance of the offered services
- Affordable of services offered
- Choice of service provider
- Critical Community



Self Scoring Sheet - continued

■ PROJECT VIABILITY (25)

- Applicant's organizational capability
- Community Support
- Ability to promptly start project
- Socially and economically disadvantaged small businesses (SDB)

Self Scoring Sheet - continued

- **PROJECT BUDGET AND SUSTAINABILITY**
(25)
- Reasonableness of the budget
- Leverage of outside resources(outside funding/financing requested)
- Extent of grant funding (Grant funds/loan funds)