

# DRAFT/PREDECISIONAL

## Overview of BEAD Local Planning Grant Program

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[Letter to County Executives, Administrators, and Administrative Coordinators](#)

[Opt-In Participation Form](#)

#### *Performance Period or Term of Agreement and key deliverables*

The performance period for the funding is two years.

Anticipated performance period is the grant award date through May 1, 2025

Some initial deliverables submitted via an interim report related to ongoing planning progress will be due to PSC by June 19, 2023.

The Commission recognizes that ongoing planning is expected after June 19. Any initial deliverables provided by June 19 will be aggregated as part of the Wisconsin Five Year Plan and/or Wisconsin Digital Equity and Inclusion Plan.

By June 19, it will be expected that each participating entity would have convened their initial planning group, began outreach to stakeholders in their community, identified a preliminary regional broadband vision and draft goals, and identified key barriers and opportunities related to internet for all in their community.

Submitting an already complete active broadband plan or plans to meet this requirement is allowable and welcome.

#### *Budget / Financial Information and Costs*

The following cost categories will be allowable.

- Labor (salary and fringe)
- Contract, Consultant fees
- Training
- Travel
- Other (for example supplies, food, event space, postage, printing, outreach materials, technology for staff, software licensing, etc.)

Refer to the forthcoming grant agreements for specific federal requirements (this will be available prior to March 7, 2023).

The [Code of Federal Regulations, 2 CFR 200](#) will apply.

The budget must connect to the activities in the scope of work as proposed by the applicant and approved by the Commission.

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The Commission will not ask for any matching or in-kind funding.

The funds will not be allowed to purchase equipment.

The funds will not be allowed to be used as match for any broadband infrastructure funding.

As far as financial reporting, the funding will be reimbursement based on actual documented costs.

No federal financial reporting will be required.

## *Allowable categories of activities under federal BEAD planning funding:*

- Research and data collection, including initial identification of unserved locations and underserved locations consistent with the rules, regulations, and processes the Federal Communications Commission has established for making these determinations in the Broadband DATA Maps;
- Publications, outreach, and communications support;
- Providing technical assistance to potential subgrantees, including through workshops and events; that support the development of the state 5-year action plan;
- Training for employees of political subdivisions of Wisconsin, and related staffing capacity or consulting or contracted support to effectuate the goals of the BEAD Program;
- Asset mapping across the County / Regional to catalogue broadband adoption, affordability, equity, access and deployment activities occurring within Wisconsin;
- Conducting surveys of unserved, underserved, and underrepresented communities to better understand barriers to internet adoption;
- Costs associated with meeting the local coordination requirements including capacity building at the local and regional levels or contracted support;

## *Required and Optional Deliverables*

The program reporting will include both interim and final reports that will largely be related to the awardees progress towards their promised deliverables that the applicant proposes, and Commission approves.

All recipients will be expected to deliver documentation of the following by June 19, 2023:

- Convene an initial planning group or provide documentation of meetings of an existing group.
- Begin outreach to stakeholders in their community / region related to broadband planning.
- Identify a preliminary regional broadband vision and draft goals.
- Identified key barriers and opportunities related to internet for all in their community / region.

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*Submitting an already complete active broadband plan or plan(s) to meet these requirements is allowable and welcome.*

**Examples of likely allowable activities that may be proposed by BEAD Local Planning Sub-awardees:**

- Conduct outreach to improve and challenge the National Broadband Map.
- Hire or allocate existing staff time to broadband planning; including but not limited to embedding broadband into regional and economic plans, or other community planning activities.
- Allocate existing staff time to participate in technical assistance workshops or webinars.
- Convening industry stakeholders to identify strategies related to financing broadband or preparing workforce.
- Hire or allocate staff to refine or review permitting process related to broadband deployment.
- Training staff, elected officials, or local broadband champions to improve their knowledge of broadband, internet adoption, or federal grant administration.
- Host and document event(s) to discuss broadband and barriers to adoption.
- Purchase Software licenses or data (mapping software, speed-tests) related to broadband planning, permitting, or adoption.
- Conduct surveys or promote existing surveys of citizens on their broadband needs and barriers.
- Hire or allocate staff time to perform analyses of the survey results, state and federal maps, data and existing resources related to broadband adoption.
- Send flyers advertising broadband listening session and digital equity events.
- Hosting meetings with potential internet service provider partners.
- Get outreach materials translated into other languages.
- Hire translators and/or interpreters and/or childcare providers to support Wisconsin residents participation in planning meetings.
- Create models for best practice public private partnerships for broadband deployment.
- Any other activities proposed by the sub-awardee that are allowable by the funding and approved by the Commission.