MISSOURI BROADBAND EQUITY, ACCESS, AND DEPLOYMENT PROGRAM APPLICATION – GUIDE TO APPLY

Introduction

The Office of Broadband Development (OBD) is allowing applicants to submit applications on a Project level basis rather than by individual Application Areas. All Application Areas within a given county that share the same Project level information such as Project Work Plan, Affordability, Labor/Workforce, Technology, and Timeline, can be submitted as one application. The mechanisms for applying are laid out below. Each applicant should apply for any number of projects they want to within a particular county (does not have to be all Application Areas in a county).

Any single applicant or group of applicants that are related companies may not apply for more than $300 million in funding in Round 1. Applicants will be responsible for tracking the cumulative requests submitted through OBD's grants portal. OBD will accept the first application submitted chronologically and every subsequent application until an application brings the cumulative total to more than $300 million; the application that brings the cumulative total above $300 million and all subsequent applications will not be accepted by OBD. OBD will decide whether there will be a cumulative cap for Round 2 at a later time.

Applicants can submit as many applications as they'd like that adhere to the requirements of the Program but can't apply for the same Application Area more than once in the same Round or Subround.

The application is largely two pieces:
- Questions relating to the Project level (about 95%)
- Questions relating to the Application Area level (about 5%)

OBD understands that for some questions (ex. Project Budget submission) will require best estimates from applicants due to the lack of guarantee they will be awarded all Application Areas they envision being part of their Project.

There will be a reconciliation period following award announcements but prior to execution of the subgrant agreement where the awarded applicant will be required to provide a detailed, finalized breakdown of the Project budget and other details which were answered as best estimates in the application. OBD will evaluate these materials to determine their reasonableness and to ensure adequate parity to the scoreable sections of the original application prior to entering into a subgrant agreement.

For each Round and Subround of BEAD Scoring Applications, there will be a chance to submit the Pre-Qualification Application unless an applicant already submitted it in the

previous Round. The BEAD Scoring Application can be started and filled out as long as the applicant started the Pre-Qualification Application but in order to submit the BEAD Scoring Application, the Pre-Qualification Application must be submitted to OBD 15 days prior to the close of a BEAD Scoring Round or Subround, in order to address any potential curing, and be approved by OBD.
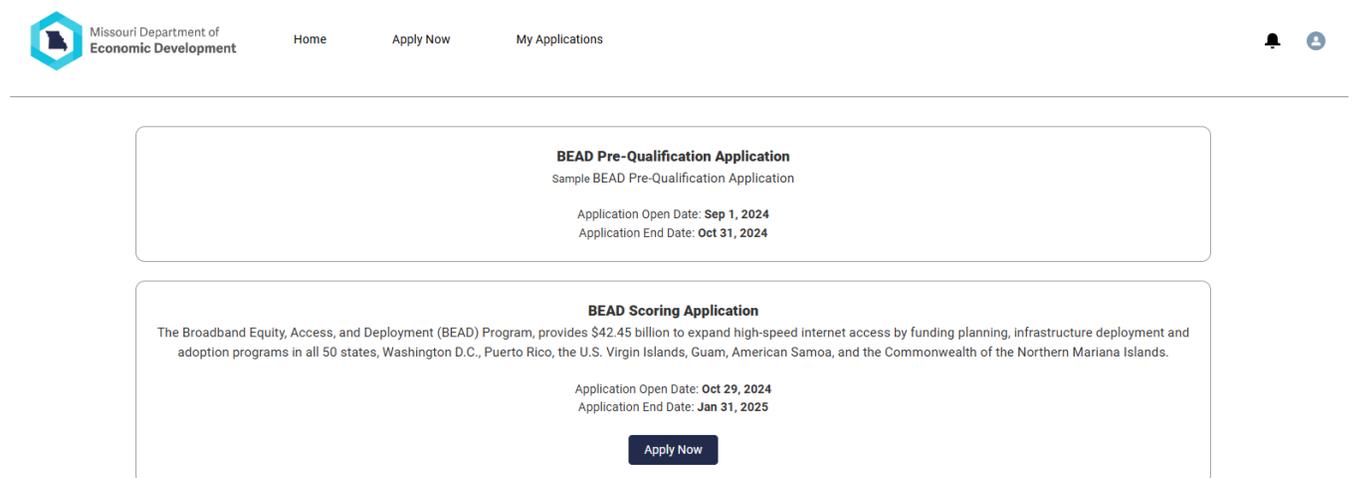
Application Walkthrough

Applicants can access the application from the Missouri Department of Economic Development Grant Portal.
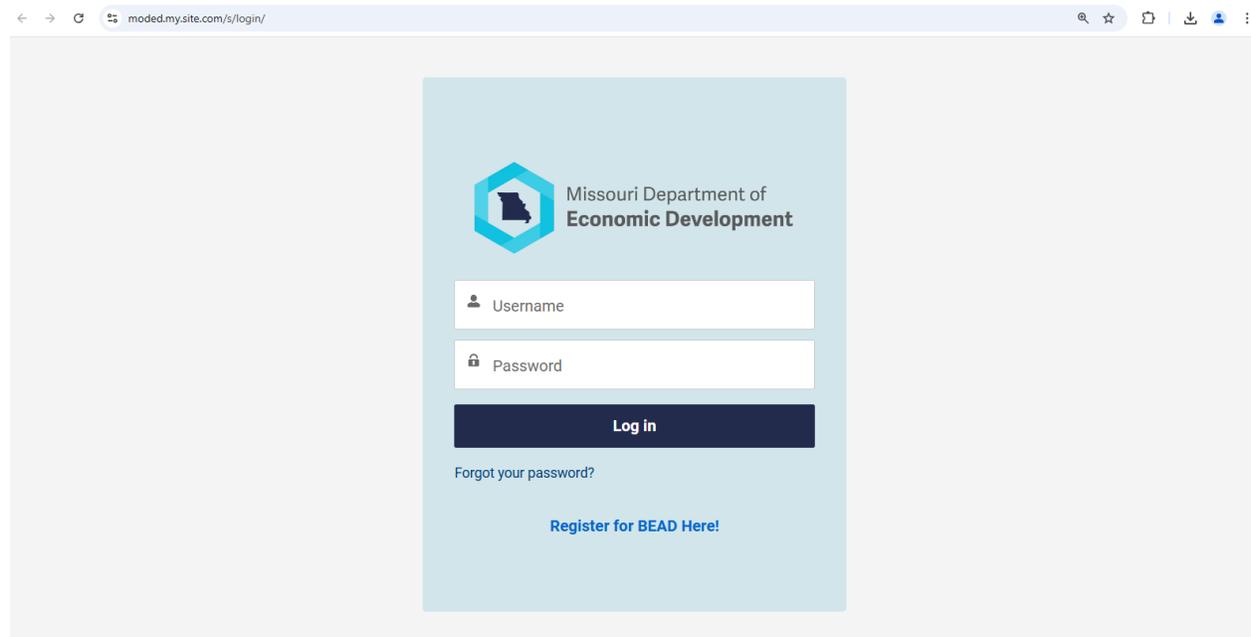
Once in the portal, mitigate to the "Apply Now" tab and select "More Information".

As long as an applicant has started their Pre-Qualification Application, the system will allow an applicant to select "Apply Now".

2

Applicants can keep track of their applications they've started under the "My Applications" tab.

There are seven sections plus an Application Area Level section to be filled out for each Application Area selected in an application.

There are two save buttons: Save & Next vs Save For Later.

The "Save & Next" button only saves a section if all required fields (marked by an asterisk *) are completed. The "Save For Later" button saves all progress for a section even if not all required fields are completed. <u>Applicants are advised to click the Save For Later button when moving to a new section to save their progress for the section they were just working on.</u>

There are many questions prompting applicants to upload documents to satisfy requirements of the Program. Once files are uploaded to fields and a section is fully completed by an applicant (the section "goes green"), those files cannot be deleted.

The application software is not able to export files that were submitted by an applicant nor a .pdf of the application after submission. Applicants can however continue to access the application in its submitted state after submission.

[Note, this guide shows preselected inputs for branching questions in order to trigger the branching options available. They are not prescriptive of how certain questions should be answered.]

Section I – Application Information

* Title

* 1.) Applicant name?

The input for "Title" should be the name of the county the applicant is applying for Application Areas within. The applicant name should be the same as what the applicant listed on its Pre-Qualification application (as the same entity name that will appear on the subgrant agreement) and Account they registered as.

BEAD Application Number	Status	Created Date
App-003472	In Progress	Nov 13, 2024

SECTION I – Application Information

* Title

Laclede

* 1.) Applicant name?

Example Broadband Company

A title for the application will populate under the "My Applications" tab. The naming convention follows: *Application # - Account Name - Round/Subround # - County Input.*

App-003472 - 2 PM on High Street - Round 1 - Laclede	BEAD Scoring Application	In Progress	11/13/2024, 10:57 AM

If submitting multiple applications within a county, denote this by adding a "-##" at the end of the county name. For the example above, if an applicant was going to submit three applications in Laclede County, the "Title" for the first Laclede application should be "Laclede-01" then the next "Laclede-02" and so on.

Applicants should select all technologies that will be provided on a *Project level basis*, not individual Application Areas.

* 2.1.) Fiber-optic technology
- (●) Yes
- ( ) No

    * 2.1.1.) What is the monthly price of the Applicant's 1 Gbps/1Gbps fiber plan in the applied application area?

    [   ]

    * 2.1.2.) Upload speed of technology. Note: Input in Mbps.

    [   ]

    * 2.1.3.) Download speed of technology. Note: Input in Mbps.

    [   ]

    * 2.1.4.) Latency of technology. Note: Input in milliseconds.

    [   ]

    * 2.1.5.) Useful life of the network assets. Note: Input in number of years.

    [   ]

    * 2.1.6.) Describe plans to upgrade network assets into a higher speed tier without requiring additional public funds.

    [   ]

* 2.2.) Cable Modem/Hybrid fiber-coaxial technology

◉ Yes
◯ No

* 2.2.1.) What is the monthly price of the Applicant's 100/20 Mbps non-fiber plan in the applied application area?

[   ]

* 2.2.2.) Upload speed of technology. Note: Input in Mbps.

[   ]

* 2.2.3.) Download speed of technology. Note: Input in Mbps.

[   ]

* 2.2.4.) Latency of technology. Note: Input in milliseconds.

[   ]

* 2.2.5.) Useful life of the network assets. Note: Input in number of years.

[   ]

* 2.2.6.) Describe plans to upgrade network assets into a higher speed tier without requiring additional public funds.

[   ]

* 2.3.) Terrestrial fixed wireless technology utilizing entirely licensed spectrum or using a hybrid of licensed and unlicensed spectrum

◉ Yes
◯ No

* 2.3.1.) What is the monthly price of the Applicant's 100/20 Mbps non-fiber plan in the applied application area?

[   ]

* 2.3.2.) Upload speed of technology. Note: Input in Mbps.

[   ]

* 2.3.3.) Download speed of technology. Note: Input in Mbps.

[   ]

* 2.3.4.) Latency of technology. Note: Input in milliseconds.

[   ]

* 2.3.5.) Useful life of the network assets. Note: Input in number of years.

[   ]

* 2.3.6.) Describe plans to upgrade network assets into a higher speed tier without requiring additional public funds.

[   ]

* 2.4.) Mixture of fiber and non-fiber technologies

(●) Yes

( ) No

* 2.4.1.) What is the monthly price of the Applicant's 1 Gbps/1Gbps fiber plan in the applied application area?

[   ]

* 2.4.2.) What is the monthly price of the Applicant's 100/20 Mbps non-fiber plan in the applied application area?

[   ]

2.4.3.) Non-fiber technology type?

* Cable Modem/Hybrid fiber-coaxial technology?

( ) Yes

( ) No

* Terrestrial fixed wireless technology utilizing entirely licensed spectrum or using a hybrid of licensed and unlicensed spectrum?

( ) Yes

( ) No

* 2.4.4.) Upload speed of non-fiber technology. Note: Input in Mbps.

[   ]

* 2.4.5.) Download speed of non-fiber technology. Note: Input in Mbps.

[   ]

* 2.4.6.) Latency of non-fiber technology. Note: Input in milliseconds.

[   ]

* 2.4.7.) Useful life of the network assets. Note: Input in number of years.

[   ]

* 2.4.8.) Describe plans to upgrade network assets into a higher speed tier without requiring additional public funds.

[   ]

9

3.) Application area selection

Note: Click here to open the Missouri Broadband Map

Add Project Area's

	Name	⌄	Project Area Info
☐			

Applicants can select as many Application Areas they'd like to apply for within a particular county. Only Application Areas relating to the county input for "Title" should be selected. The example below uses Pike County.

Cancel

🔍 pike   ⊗

	Name		⌄	Total Underserved	⌄	Total Unserved	⌄
☐		pike ✕		5		18	
☐		pike - ✕		13		100	
☐		Pike-4.0					
☐		Pike-6.0		2		39	

Add Project Area's

	Name	⌄	Project Area Info
☐	Pike-22.0		❓ Complete Project Area Details
☐	Pike-4.0		❓ Complete Project Area Details
☐	Pike-6.0		❓ Complete Project Area Details

10

Application areas that were mistakenly chosen can be deleted by clicking the checkbox and selecting "Delete Selected Project Area's".

Applicants should select "Complete Project Area Details" to fill out questions for each Application Area selected at the Application Area Level.

Section I, Question 4 is an optional question that allows an applicant to upload locations for any of the Application Areas selected that they believe are not broadband serviceable. OBD will review submitted locations and make determinations on the validity of the locations submitted.

SECTION – Application Area Level

For each Application Area an applicant selects within a county, they will need to respond to eight questions that will be used for scoring purposes. These are the only questions on the application that applicants will respond to on an Application Area basis. The rest of the questions that are not contained in the Application Area Level should be answered on a Project level basis.

* Planned percentage of fiber?

* Planned percentage of non-fiber technology?

* Will the project require investments that mitigate the effects of natural hazards?

This question will only populate for Application Areas that contain Special Flood Hazard Areas (SFHA).

>Option: Yes

> *** What amount of grant funds will be used to fund investments that mitigate the effects of natural hazards?**
>
> *Note: To accommodate investments that mitigate the effects of natural hazards, the costs (capped at 5% of an application area's Maximum BEAD Outlay) of identified mitigation measures in areas subject to an initial hazard screening will not count toward the percent of maximum outlay requested.*

>Option: No

* Upload any letters of support for the project signed by a local government.
Accepted Formats: .pdf
Upload Files Or Drop files

* Project End Date
Select a date for Project End Date
Format: <u>Dec 31, 2024</u>

This date should correspond to the completion of all construction for the Application Area.

* Input requested Grant Amount:

* Input requested Non-Local Match Amount:

* Input requested Local Match Amount:

SECTION II – Project Specific Uploads

* 1.) Does the applicant require debt financing? Note: If debt financing will be obtained, subrecipients will be required to submit letters of commitment to demonstrate the willingness of the financial institution to provide the funding required to complete the project.

>Option: Yes

1.1.) Upload letters of commitment for debt financing from financial institutions.

* Upload letters of commitment for debt financing here:
Accepted Formats: .pdf, .doc, .docx, .jpg, .xlsx
Upload Files Or Drop files

>Option: No

* 2.) Estimated miles of aerial fiber?

* 3.) Estimated miles of buried fiber?

* 4.) Estimated number of employment opportunities (full-time equivalent) created by the project?

* 5.) Upload pro forma analyses demonstrating sustainability of the project.
Accepted Formats: .pdf, .xlsx
Upload Files Or Drop files

Note: Submit business plans and related analyses that substantiate the sustainability of the proposed project. This can be in the form of pro forma statements or analyses, inclusive of cash flow and balance sheet projections, and should include at least three years of operating cost and cash flow projections post-project completion. Plans should also include risk mitigation strategies as well as predictions of user subscriptions over three years after project completion, Average Revenue Per User (ARPU), and assumptions on subscriber take rates.

* 6.) Upload project budget.
Accepted Formats: .pdf, .xlsx
Upload Files Or Drop files

Note: This should encompass all specific costs related to the project including labor, materials, permits, etc. for each cost category.

* 7.) Upload the Project Work Plan for this project.
Accepted Formats: .pdf
Upload Files Or Drop files

The Project Work Plan must include the following:
- A network design and diagram;
- Detailed project costs;
- Build-out timeline and milestones for project implementation; and

- A capital investment schedule evidencing complete build-out and the initiation of service within four years of the date on which the entity receives the subgrant.
- A description of the technology used, including the mixture of technology, the speeds and latency the technology or technologies, is capable of delivering, the useful life of the assets, and improvements to service that will be possible over the course of the life of the project without additional public funds.

[*For the purposes of the application submission period, applicants are not required to have an engineer certify the Project Work Plan. However, awarded applicants will be required to provide a finalized Project Work Plan that is certified by a Professional Engineer (PE) stating that the proposed network can deliver broadband service that meets the requisite performance requirements to all locations served by the project*.]

* 8.) Will the applicant seek a waiver to charge more than $30 but no more than $70 for a low-cost service option?

>Option: Yes
>Option: No

* 9.) Will the Project utilize in-kind match?

Valuation of any in-kind benefit classified as matching funds on the application may be subject to adjustment or denial by DED.

>Option: Yes

>   *** 9.1.) Provide a narrative of the source of the in-kind match and it will be used for the project.**

>   *** 9.2.) Upload detailed documentation justifying the valuation of the in-kind match**
>   Accepted Formats: .pdf, .xlsx
>   Upload Files Or Drop files

>Option: No

* 10.) If you are requesting hazard funds for an application area that contains a Special Flood Hazard Area (SFHA), how will the applicant avoid and/or mitigate weather and climate risks?

Note: Applicants in Special Flood Hazard Areas (SFHA) will be required demonstrate that sufficient thought has been put into how their project will avoid and/or mitigate weather and climate risks including, but not limited to:
· Choice of a technology platform suitable to the climate risks of the region, reliance on alternative siting of facilities (e.g. underground construction where appropriate, or location of climate-);
· Retrofitting or hardening of existing assets that are critical to BEAD-funded projects;
· Additional onsite and in-home power resources;
· Use of established plans and processes to deal with extreme weather-related risks;
· The speed of restoration of service in the case of an outage;
· Use of network and facility redundancies to safeguard against threats to infrastructure.

14

* 11.) Upload the signed BEAD Scoring Application Certification Form.
Accepted Formats: .pdf
Upload Files Or Drop files

SECTION III – Affordability

1.) Upload the non-promotional pricing tiers that will be offered to locations on the BEAD funded network through the period of performance.

Note: Download template here.

If different technologies will be deployed to different BEAD-eligible locations, pricing must be disclosed for all the technologies used, including the cost of 100/20 Mbps service for locations served by licensed fixed wireless and the cost of 1/1 Gbps service for locations served by fiber.

These costs should be inclusive of the cost of installation, equipment rental, and any other charges required to receive service.

Additionally, upload proposed speed tiers offered and corresponding non-promotional prices, including associated fees, for each speed tier of broadband service.

* Upload non-promotional pricing tiers here:
Accepted Formats: .pdf, .doc, .docx, .jpg, .xlsx

⬆ Upload Files   Or drop files

2.) Upload the applicant's marketing materials for the project.

Note: If different technologies will be deployed to different BEAD-eligible locations, marketing materials must be disclosed for all the technologies used.

* Upload marketing material here:
Accepted Formats: .pdf, .doc, .docx, .jpg, .xlsx

⬆ Upload Files   Or drop files

* 3.) Does the Applicant commit to charge less than the 2023 Urban Rate Survey Benchmark ($142.59 a month) price for 1 Gbps/1 Gbps service for locations served by fiber?
- ○ Yes
- ○ No

* 4.) Does the Applicant commit to charge less than the 2023 Urban Rate Survey Benchmark ($105.03) price for 100/20 Mbps service for locations served by non-fiber?
- ○ Yes
- ○ No

* 5.) Does the Applicant commit to charging no more than what they generally charge for equivalent service in non-BEAD areas for 1 Gbps/1Gbps service?
- ○ Yes
- ○ No

* 6.) What is the monthly price of the Applicant's 100/20 Mbps non-fiber plan in the applied application area?

SECTION IV – Fair Labor Practices and Highly Skilled Workforce

* 1.) Does the applicant have three years of experience with compliance with federal labor and employment laws on broadband deployment projects?

○ Yes
○ No

* 2.) Describe any violations of federal labor and employment laws. Note: How did the applicant address any violations?

[   ]

3.) Upload the safety records of the applicant, contractors and sub-contractors, as reported in OSHA form 300A for the previous three years.

* Upload the safety records here:
Accepted Formats: .pdf, .doc, .docx, .jpg, .xlsx

[⬆ Upload Files | Or drop files]

* 4.) How will the subgrantee will ensure the use of an appropriately skilled workforce, e.g., through Registered Apprenticeships or other joint labor-management training programs that serve all workers?

[   ]

* 5.) What steps will the applicant take to ensure that all members of the project workforce will have appropriate credentials, e.g., appropriate and relevant pre-existing occupational training, certification, and licensure?

[   ]

* 5.) What steps will the applicant take to ensure that all members of the project workforce will have appropriate credentials, e.g., appropriate and relevant pre-existing occupational training, certification, and licensure?

* 6.) Is the entire project workforce (including the subgrantees, contractors, and subcontractors) unionized?

○ Yes
● No

6.1.) List the job titles and size of the non-union portion of the workforce (FTE positions, including for contractors and subcontractors) required to carry out the proposed work over the course of the project and the entity that will employ each portion of the non-union workforce.

Note: Download template here.
For each job title required to carry out the proposed work (including contractors and subcontractors), a description of:

- *Safety training, certification, and/or licensure requirements (e.g., OSHA 10, OSHA 30, confined space, traffic control, or other training as relevant depending on title and work), including whether there is a robust in-house training program with established requirements tied to certifications, titles; and*
- *Information on the professional certifications and/or in-house training in place to ensure that deployment is done at a high standard.*

* Upload completed job titles template here:
Accepted Formats: .pdf, .doc, .docx, .jpg, .xlsx

⬆ Upload Files   Or drop files

* 7.) Will the workforce be directly employed or be performed by a subcontracted workforce?
○ Directly employed.
○ Performed by a subcontracted workforce.
○ Both.

* 8.) What are the entities that the proposed subgrantee plans to contract and subcontract with in carrying out the proposed work?

9.) Upload policies governing the recognition of worker-led safety committees.

Note: Documents submitted should make clear if the policies allow workers to create worker-led workplace safety committees.

* Upload policies governing the recognition of worker-led safety committees here:
Accepted Formats: .pdf, .doc, .docx, .jpg, .xlsx

⬆ Upload Files   Or drop files

18

10.) Upload policies allowing workplace safety committees to raise health and safety concerns.

Note: Documents submitted should make clear if the policies allow workplace safety committees to raise health and safety concerns.

> * Upload policies allowing workplace safety committees to raise health and safety con-
> cerns here:
> Accepted Formats: .pdf, .doc, .docx, .jpg, .xlsx
>
> ⬆ Upload Files | Or drop files

11.) Upload policies indicating what will constitute a reasonable request for a meeting with management and the response to such a request.

Note: Documents submitted should make clear if the policies for management meeting with the committee "on reasonable request" allows for timely responses to health and safety concerns.

> * Upload policies for a meeting with management here:
> Accepted Formats: .pdf, .doc, .docx, .jpg, .xlsx
>
> ⬆ Upload Files | Or drop files

12.) Upload policies indicating how the applicant will respond substantively to health and safety concerns raised by the committee.

Note: Documents submitted should make clear if the policies indicate that management will be responsive to health and safety concerns raised by the committee.

> * Upload policies for applicant reponses to health and safety concerns here?
> Accepted Formats: .pdf, .doc, .docx, .jpg, .xlsx
>
> ⬆ Upload Files | Or drop files

SECTION V – Equitable Workforce Development and Job Quality

* 1.) Describe plan to provide Registered Apprenticeships and pre- apprenticeships tied to a Registered Apprenticeship, joint labor management partnerships, or other high- quality, on-the-job training opportunities.

[ ]

2.) Describe commitments to prioritize hiring by subgrantee, contractors, and subcontractors of Missouri-based workers and members of under-represented communities.

Note: This should include any plans to promote such hiring through effective partnerships among employers, education and training providers, the public workforce system, unions and worker organizations, and community based-organizations that provide relevant training and wraparound services to support workers to access and complete training (such as child care, transportation, mentorship, etc.).

* Describe Commitments to prioritize hiring here:

[ ]

* 3.) Describe applicant's strategies and plans to recruit, use, and retain minority business enterprises (MBEs) and women's business enterprises (WBEs) when possible.

[ ]

* 4.) Describe any commitments that all or a substantial portion of workforce on BEAD projects will be directly employed and that, to the extent a subcontracted workforce will be used, that subcontractors will use high labor standards.

[ ]

SECTION VI – Missouri Economic Development

* 1.) Describe the applicant's history of providing broadband or other services in the state of Missouri.

[ ]

* 2.) Are the applicant's headquarters or significant offices located in Missouri?

○ Yes
○ No

3.1) Input Address

* **Input Applicant's headquarters:**

* Street Address:

[ ]

* City:

[ ]

* State:

[ ]

* Zip Code:

[ ]

* Country:

[ ]

🗺 Show Map

* 3.2) Are plans in place to establish headquarters or significant office locations in Missouri before the end of the BEAD program's period of performance?

○ Yes
○ No

3.3) If Yes, Please describe plans:

[ ]

* 3.) Describe any plans to use materials produced, in whole or in part, in the state of Missouri, or sourced through Missouri-based companies.

[ ]

* 4.) Describe any plans to use Missouri-based sub-contractors.

[ ]

[Note, the fields in Section VI will be marked optional when the application goes live.]

SECTION VII – Waiver Requests

1.) Will the applicant offer a low-cost service option to end users of BEAD networks that would have been eligible to participate in the Affordable Connectivity Program that meets the following definition?

Note:
Low-Cost Service Option
- *The proposed service option:*
  - *Costs $30 per month or less, inclusive of all taxes, fees, and charges with no additional non-recurring costs or fees to the consumer or no more than the subsidy available through ACP or successor programs, should that subsidy increase to greater than $30 a month OR costs greater than $30 per month but no more than a price approved by OBD that will be no more than $70 per month, provided OBD approves a waiver;*
  - *The price may be adjusted upward annually with notification to OBD by no more than the change in the Consumer Price Index, measured as by the annual average change in CPI published by the Bureau of Labor Statistics for the most recently completed calendar year, starting after the award agreement between OBD and the applicant is signed (e.g., had an applicant signed an agreement for a BEAD award in 2023 they could have adjusted their low-cost plan upward by 4.1 percent after BLS published the annual average change in CPI in 2023 in January of 2024).*
  - *Allows the end user to apply the Affordable Connectivity Benefit subsidy to the service price;*
  - *Provides the greater of (a) typical download speeds of at least 100 Mbps and typical upload speeds of at least 20 Mbps, or the fastest speeds the infrastructure is capable of if less than 100 Mbps/20 Mbps or (b) the performance benchmark for fixed terrestrial broadband service established by the Federal Communications Commission pursuant to Section 706(b) of the Communications Act of 1934, as amended;*
  - *Provides typical latency measurements of no more than 100 milliseconds; and*
  - *Is not subject to data caps, surcharges, or usage-based throttling, and is subject only to the same acceptable use policies to which subscribers to all other broadband internet access service plans offered to home subscribers by the participating subgrantee must adhere;*
  - *In the event the provider later offers a low-cost plan with higher speeds downstream and/or upstream, permits Eligible Subscribers that are subscribed to a low-cost broadband service option to upgrade to the new low-cost offering at no cost;*
- *The proposed service option allows end users to participate in the Affordable Connectivity Program or any successor program, and allows Eligible Subscribers that are eligible for a broadband service subsidy to apply the subsidy to the proposed service option.*
- *The proposed service option and any other pricing commitments made as part of the BEAD program will be posted and included alongside other pricing options in a transparent manner.*

* Applicant will offer a low-cost service option as described above.
- ◯ Yes
- ◯ No

When all required fields of the application have been completed, all sections will "turn green" and the system will recognize them as complete.

- ✓ SECTION I – Application Information
- ✓ SECTION II - Financial
- ✓ SECTION III - Affordability
- ✓ SECTION IV - Fair Labor Practices and Highly Skilled Workforce
- ✓ SECTION V - Equitable Workforce Development and Job Quality
- ✓ SECTION VI – Missouri Economic Development
- ✓ **SECTION VII – Waiver Requests**

As long as the applicant's Pre-Qualification Application has been approved by OBD and the submission date is not past the deadline, a "Submit" button will appear at the

11/15/2024 Version 1.0

bottom of the screen. Once the application is submitted, OBD will begin its review of the application.

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For technical assistance regarding the application, our team can be reached at broadbandgrants@ded.mo.gov or 573-751-4962.