Local Agency Technical Assistance

Live Webinar for Grant Applicants

Presented on August 2, 2022

Communications Division, Broadband Deployment Team

California Public
Utilities Commission

Today's Agenda

- Legislation and Timeline
- Program Overview
  - Eligible Entities, Uses, Amounts
- Grant Process and Resources
- Reimbursement and Reporting
- Q & A

Break (five minutes)

- Application Breakdown
- Q & A
- Adjournment
- Contact Information

Pasadena City Hall

Moderated Q&A
(After intro and application sections)

- Please ask general questions in the chat as we go along
  - Will be read and answered by staff, either orally or via email
- Please send specific questions about your application via email to: broadband.techassist@cpuc.ca.gov

"Oh no! Applications opened yesterday and mine's not in!"

DON'T PANIC

Applications will be analyzed in monthly batches, *not* necessarily first-in, first-out.

We're more likely to approve a well put-together application than a rushed one.

Governor Newsom Signs SB 156 (and other) Broadband Legislation to Help Bridge the Digital Divide

Middle Mile, $3.25 billion

- Build, operate and maintain an open-access, state-owned middle mile network.

Last Mile, $2 billion

- Set up last-mile broadband connections that will connect homes and businesses with local networks.

Loan Loss Reserve, $750 million

- Loan loss reserve fund to enable local governments and nonprofits to secure financing for broadband infrastructure.

Local Agency Technical Assistance, $50 million

- Technical assistance to local governments to prepare for broadband implementation.

California Advanced Services Fund (CASF) program changes

Wide-ranging changes to the CASF Public Utilities Code section 281 statute

Decision (D.) 22-02-026 (approved Feb. 24, 2022)

- Established the Local Agency Technical Assistance grant program
- $50 million for eligible local governments and Tribal governments* to facilitate deployment of last-mile broadband infrastructure projects.
- "These grants will support local agencies and Tribes in their efforts to expand broadband to families and communities where sufficient service and Internet access are lacking."
- "Commission … intends to periodically review and adjust the program via resolution, including the scope of reimbursable activities, to ensure that the funds are efficiently and effectively disbursed."

* 10 Percent of the program is reserved for Tribal governments, plus if that reserve is exhausted, 10 percent of the unawarded remainder will also be reserved.

Local Agency Technical Assistance Timeline

- Formal public process and venue for CASF Public Housing, Infrastructure, Consortia, and Adoption Accounts as well as Technical Assistance and Loan Loss Reserve Account. CPUC *California Advanced Services Fund (CASF)* Proceeding (R. 20-08-021)
- Local Agency Technical Assistance Funds to be awarded by December 31, 2024, unless demand for funds is exhausted sooner.

Who is Eligible for Technical Assistance?

A "local agency" is any local government entity authorized by law to provide broadband internet access service, including:

a) city;
b) county, including a county service area;
c) community service district;
d) public utility district:
e) municipal utility district;
f) joint powers authority;
g) local educational agency (as defined by Education Code section 47640);
h) sovereign tribal government; and
i) electrical cooperative (as defined by Public Utilities Code section 2776)

What about Metropolitan Planning Organizations, Councils of Government, etc.?

- It's complicated. Decision **specifically** declined to declare them as eligible entities, so we recommend a member jurisdiction be the official applicant. A MPO/CoG can be contracted party.

Eligible Uses of Technical Assistance

Pre-construction costs towards developing broadband network projects that benefit unserved and underserved* Californians. Examples:

- Environmental, feasibility, engineering design studies or reports
- Needs assessments, market studies, broadband plans, business plans
- Forming a Joint Powers Authority

Reimbursement for work products that support local agencies in providing broadband service to communities. Examples:

- Consultant and community-based organization services secured to complete reimbursed work products.
- Local agency staff may also conduct work if incremental to regular roles.

* "Unserved and underserved" means one or more households or businesses that are not currently served by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed.

How much can be awarded, and by whom?

$50 million total budget, to be awarded by Dec. 31, 2024.

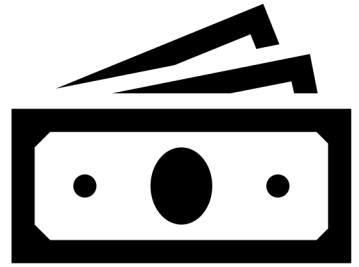
- Awards up to $1 million per agency per fiscal year

CPUC staff determination (aka "ministerial review" in the CPUC Decision)

- Up to $500,000 per local agency or tribal government *per fiscal year*
- Staff may recommend *any* application for resolution

Commission determination via **resolution** after public comment

- Up to $1 million, via a Commission vote on a formal resolution
- 30-day public comment period



Funding Decisions & Kick-Off

- Decisions are communicated via email
- Submit required forms within 30 days of award
  - Consent Form (accepts grant)
  - Payee Data Record (for taxes)
  - Assurances with Title IV of the Civil Rights Act (federal)
- Begin work!

Grantee Reporting

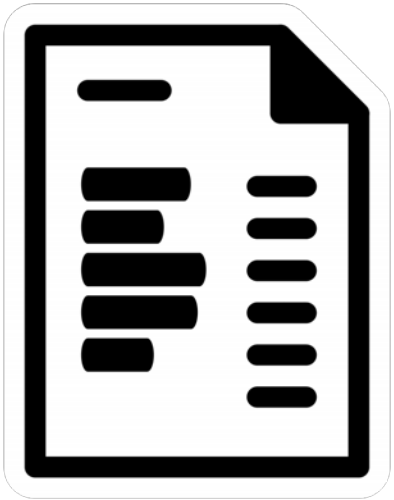
Reporting is required for pre-construction technical assistance in service of "developing broadband network projects that benefit unserved and underserved Californians."

- Work Product Payment Requests with Invoices
- Final Report / Final Work Product
- Final Payment Request and Completion Report

Recordkeeping to comply with rules as outlined in LATA Grantee Manual, CPUC Decision 22-02-026, and U.S. Treasury Rules for State and Local Fiscal Recovery Funds.

How Reimbursement Works

- LATA funding is for reimbursable work products.
- Provide invoice with work product so we can approve payment.
- Work product examples:
    - Engineering or Feasibility Study
    - Broadband Plan
    - Network Design



Grant Process

Step 1. Proposal

- Download application at https://bitly.CPUCLATA
- Complete application and supporting documents
- Submit materials to Broadband.TechAssist@cpuc.ca.gov

Applicant

Step 2. Review

- Staff review applications
- May request incomplete Items via email
- Approve/deny grants, inform applicants, post online

CPUC Staff

Step 3. Project

- Sign and return forms
- Conduct project with a consultant and/or staff
- Submit work products with payment requests
- Final report and reimbursement

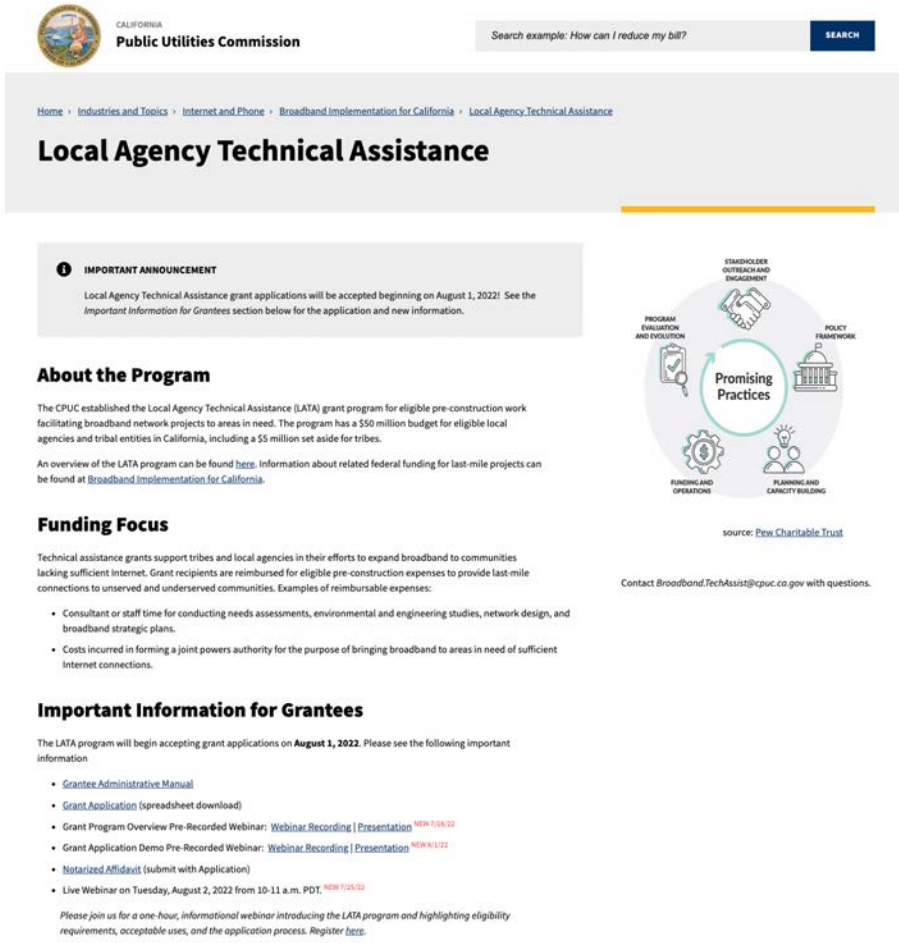
Grantee

Application & Resources

https://bit.ly/CPUCLATA

(case sensitive)

- Application
- Grantee Manual
- Pre-Recorded Webinars
- CPUC Guidelines
- More



CALIFORNIA
Public Utilities Commission

Search example: How can I reduce my bill?

SEARCH

Home › Industries and Topics › Internet and Phone › Broadband Implementation for California › Local Agency Technical Assistance

Local Agency Technical Assistance

IMPORTANT ANNOUNCEMENT

Local Agency Technical Assistance grant applications will be accepted beginning on August 1, 2022! See the *Important Information for Grantees* section below for the application and new information.

About the Program

The CPUC established the Local Agency Technical Assistance (LATA) grant program for eligible pre-construction work facilitating broadband network projects to areas in need. The program has a $50 million budget for eligible local agencies and tribal entities in California, including a $5 million set aside for tribes.

An overview of the LATA program can be found here. Information about related federal funding for last-mile projects can be found at Broadband Implementation for California.

Funding Focus

Technical assistance grants support tribes and local agencies in their efforts to expand broadband to communities lacking sufficient Internet. Grant recipients are reimbursed for eligible pre-construction expenses to provide last-mile connections to unserved and underserved communities. Examples of reimbursable expenses:

- Consultant or staff time for conducting needs assessments, environmental and engineering studies, network design, and broadband strategic plans.
- Costs incurred in forming a joint powers authority for the purpose of bringing broadband to areas in need of sufficient Internet connections.

Important Information for Grantees

The LATA program will begin accepting grant applications on **August 1, 2022**. Please see the following important information

- Grantee Administrative Manual
- Grant Application (spreadsheet download)
- Grant Program Overview Pre-Recorded Webinar: Webinar Recording | Presentation NEW 7/18/22
- Grant Application Demo Pre-Recorded Webinar: Webinar Recording | Presentation NEW 8/1/22
- Notarized Affidavit (submit with Application)
- Live Webinar on Tuesday, August 2, 2022 from 10-11 a.m. PDT. NEW 7/25/22

Please join us for a one-hour, informational webinar introducing the LATA program and highlighting eligibility requirements, acceptable uses, and the application process. Register here.

source: Pew Charitable Trust

Contact *Broadband.TechAssist@cpuc.ca.gov* with questions.

Grantee Administrative Manual

Guidance for applicants and grantees:

- Application Spreadsheet
- Supplemental Application Materials
- Application Review and Approval Process
- Program Contact and Submission Process
- Payment and Reporting Requirements
- Other Requirements

Q&A Session

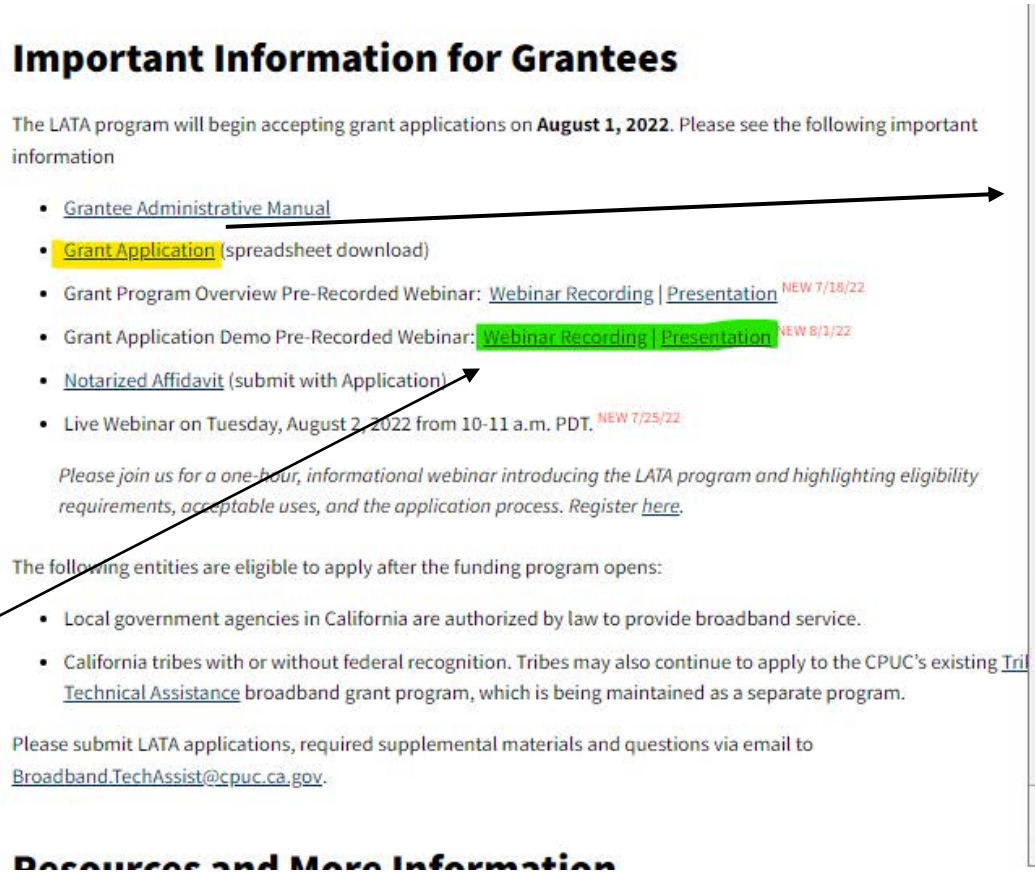
- Please ask general questions in the chat
  - Will be read and answered by staff, either orally or via email
- Please send specific questions about *your* application via email to: broadband.techassist@cpuc.ca.gov

See you back in five minutes!

Technical Assistance Application

Application Form

- Available as an Excel file on the Technical Assistance webpage: https://bit.ly/CPUCLATA
- Click link to prompt/start download
- Application walk-through webinar



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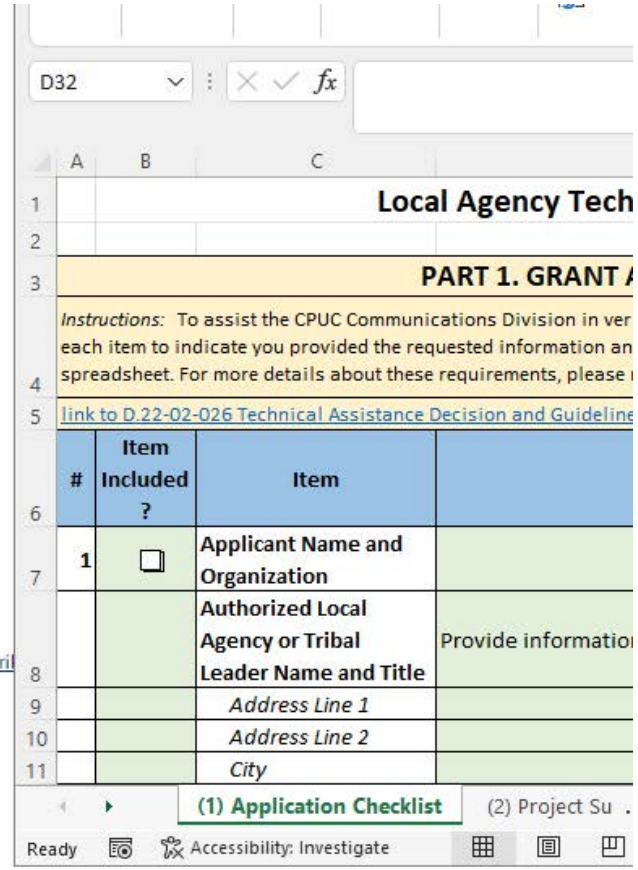
The following entities are eligible to apply after the funding program opens:

- Local government agencies in California are authorized by law to provide broadband service.
- California tribes with or without federal recognition. Tribes may also continue to apply to the CPUC's existing Tri Technical Assistance broadband grant program, which is being maintained as a separate program.

Please submit LATA applications, required supplemental materials and questions via email to Broadband.TechAssist@cpuc.ca.gov.

Resources and More Information



D32

	A	B	C
1			Local Agency Tech
2			
3			PART 1. GRANT A
4			*Instructions:* To assist the CPUC Communications Division in ver each item to indicate you provided the requested information an spreadsheet. For more details about these requirements, please
5			link to D.22-02-026 Technical Assistance Decision and Guideline
6	#	Item Included ?	Item
7	1	❑	Applicant Name and Organization
8			Authorized Local Agency or Tribal Leader Name and Title — Provide informatio
9			*Address Line 1*
10			*Address Line 2*
11			*City*

(1) Application Checklist | (2) Project Su

Ready | Accessibility: Investigate

Application Components

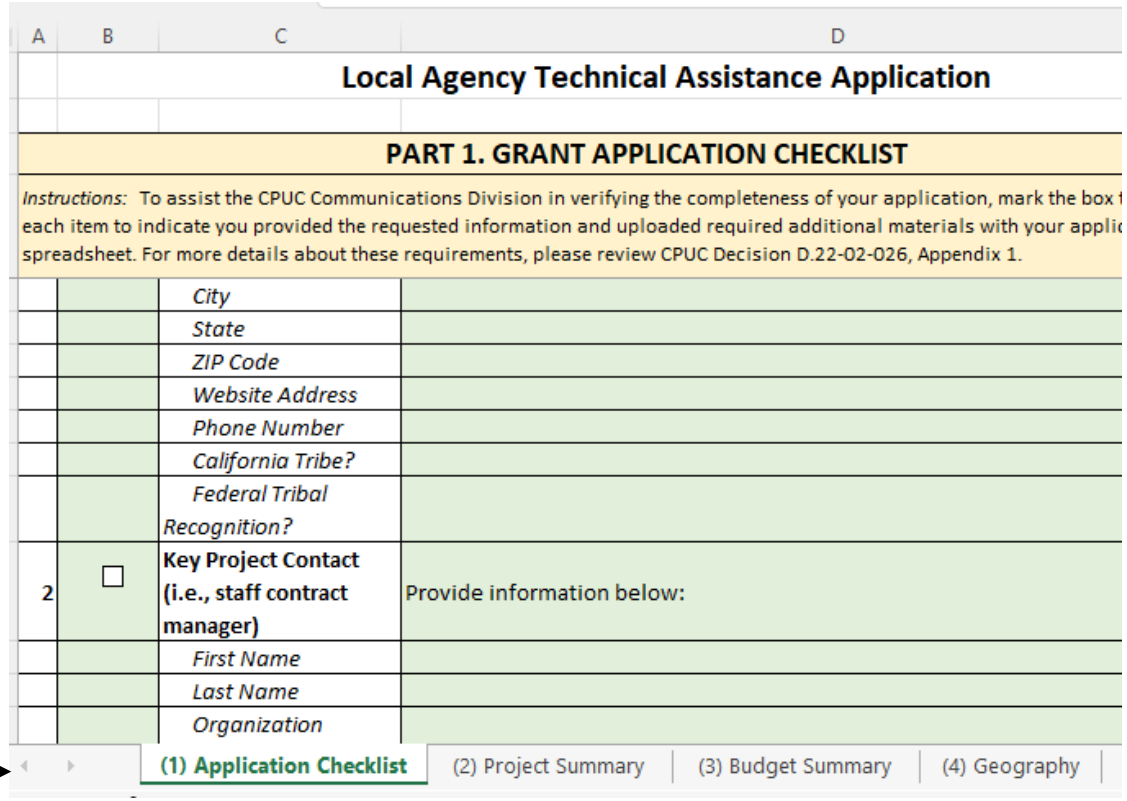
Fillable spreadsheets (4 tabs):

Part 1 – Application Checklist

Part 2 – Project Summary

Part 3 – Budget Summary

Part 4 – Geography



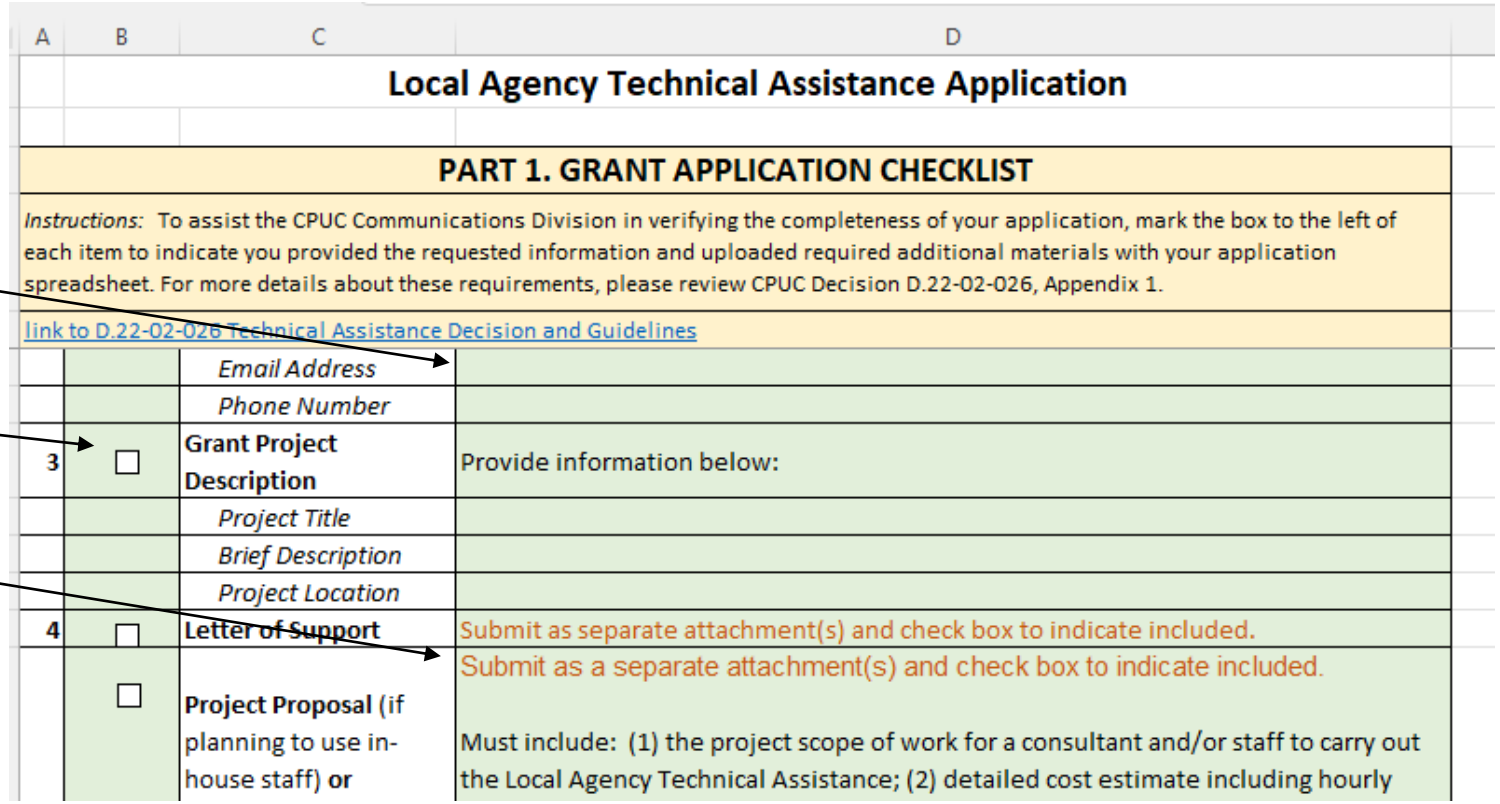
A	B	C	D
		Local Agency Technical Assistance Application	
		PART 1. GRANT APPLICATION CHECKLIST	
		Instructions: To assist the CPUC Communications Division in verifying the completeness of your application, mark the box t each item to indicate you provided the requested information and uploaded required additional materials with your applic spreadsheet. For more details about these requirements, please review CPUC Decision D.22-02-026, Appendix 1.	
		City	
		State	
		ZIP Code	
		Website Address	
		Phone Number	
		California Tribe?	
		Federal Tribal Recognition?	
2	☐	**Key Project Contact (i.e., staff contract manager)**	Provide information below:
		First Name	
		Last Name	
		Organization	

(1) Application Checklist | (2) Project Summary | (3) Budget Summary | (4) Geography

Application Checklist Tab

Checklist of required documents and other information to include:

- **Fillable fields**
- **Boxes to check**
- **Attachments (orange text)**



A	B	C	D
		Local Agency Technical Assistance Application	
		PART 1. GRANT APPLICATION CHECKLIST	
		Instructions: To assist the CPUC Communications Division in verifying the completeness of your application, mark the box to the left of each item to indicate you provided the requested information and uploaded required additional materials with your application spreadsheet. For more details about these requirements, please review CPUC Decision D.22-02-026, Appendix 1.	
		link to D.22-02-026 Technical Assistance Decision and Guidelines	
		Email Address	
		Phone Number	
3	☐	**Grant Project Description**	Provide information below:
		Project Title	
		Brief Description	
		Project Location	
4	☐	**Letter of Support**	Submit as separate attachment(s) and check box to indicate included.
	☐	**Project Proposal** (if planning to use in-house staff) **or**	Submit as a separate attachment(s) and check box to indicate included. Must include: (1) the project scope of work for a consultant and/or staff to carry out the Local Agency Technical Assistance; (2) detailed cost estimate including hourly

Project and Budget Summary Tabs

(2) Project Summary | (3) Budget Summary

Local Agency Technical Assistance Application

PART 2: PROJECT SUMMARY

Instructions: Please provide the following information about a broadband technical assistance project that supports a local agency or Tribe. Project types may include but are not limited to: needs assessments, market studies, broadband strategic plans, business plans; environmental, feasibility, engineering design studies or reports; forming a joint powers authority; consultant and community-based organization services.

Name and Location of Proposed Grant Project	
Type of Project and Scope	
Total Budget ($)	

PART 3. BUDGET SUMMARY

Instructions: Please provide the following budget summary information for your proposed grant project. Identify each reimburseable work product expected to result from the proposed contract (if outsourcing) or project proposal (if in-house staff). Add additional space if needed.

Applicant (Local Agency or Tribe):						
Project Name:						
	Year 1			**Year 2**		
Budget Line Item	**Work Product**	**Work Product**	**Work Product**	**Work Product**	**Work Product**	**Work Product**
Work Product Title (e.g, RFP Development, Needs Assessment, Strategic Broadband Plan)						
Timeline (weeks from project start)						
Work Product Costs (for consultants, subconsultants, organizations, and/or staff)	**Cost**	**Cost**	**Cost**	**Cost**	**Cost**	**Cost**

- Fillable fields
- Summary of Project Proposal and/or proposed contract(s)

Geography Tab

- Application must specify where you are proposing funding.
- Include as much geographic information as possible.
  - County/Counties, City/Cities, Zip Codes, Census Blocks, etc.
- Applications with overlapping jurisdictions -> resolution
  - Excludes cities in county/counties, and tribes

Local Agency Technical Assistance Application

PART 4: GEOGRAPHIC INFORMATION

Instructions: Please provide a description of the geographic location(s) that the applicant intends for service to be provided as a result of the technical assitance project(s). The CPUC requests this information since local agencies with geographically overlapping jurisdictions are encouraged to collaborate. Applicant(s) should provide as much detail on the intended geographic location(s) as possible

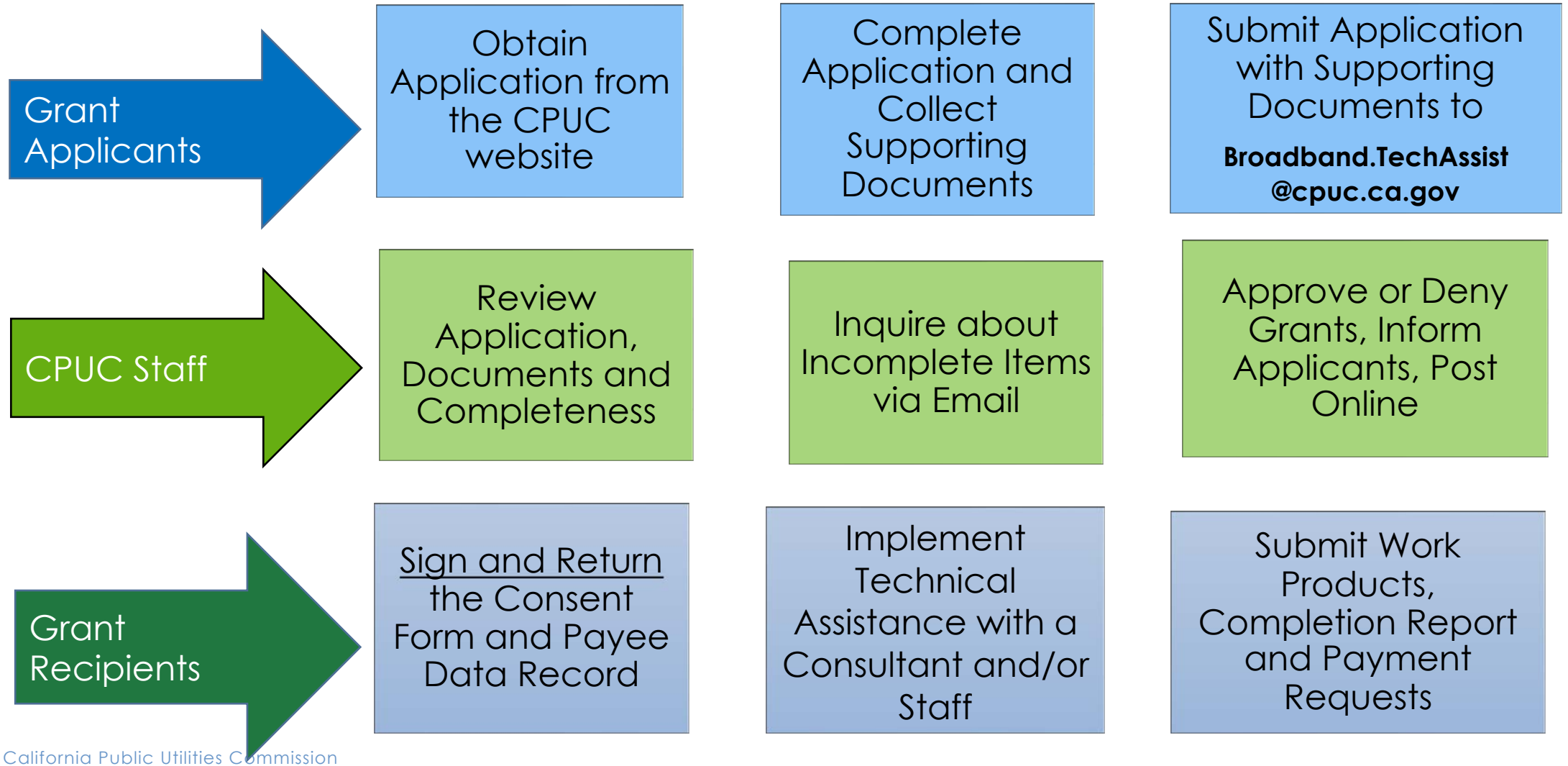
Information Requested	Instructions	Response
Type of Local Agency	Choose from drop down on right.	
	Describe type of Local Agency if not in dropdown.	
Describe Project Location	Provide a short description of the intended geographic location(s) (e.g. city limits, county limits, utility service area) to assist in the review of this application.	
	Submit as separate document and note the file name in this field (if submitting via email). The 'Data Query Tool' on CPUC's California Interactive Broadband Map can be used to	

Supplemental Materials to Upload

1. **Proposal:**
   - **Project Proposal** — if your staff is performing the work

     OR
   - **Proposed Contract** — if a consultant is performing the work
   - Must include detailed scope of work, cost estimates, timeline(s)
2. **Team Resumes/Qualifications**
3. **Letters of Support –** demonstrating collaboration with geographically overlapping agencies
4. **Notarized Affidavit**

Technical Assistance Lifecycle



Links

- **Local Agency Technical Assistance Webpage**
  (Application and instructional materials are here)
  https://bit.ly/CPUCLATA

- **Broadband Deployment Website**
  https://www.cpuc.ca.gov/industries-and-topics/internet-and-phone/broadband-implementation-for-california

- **Tribal Technical Assistance (additional funding for tribes)**
  https://www.cpuc.ca.gov/industries-and-topics/internet-and-phone/california-advanced-services-fund/tribal-technical-assistance

Application Q&A

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LOCAL AGENCY TECHNICAL ASSISTANCE

Broadband.TechAssist@cpuc.ca.gov

Website:

https://bit.ly/CPUCLATA