Broadband, Equity, Access and Deployment

NH BEAD Subgrantee Selection Process: Project Application Phase Webinar
**January 2025**

Team Introductions

New Hampshire Department of
Business and Economic Affairs (BEA)
Office of Broadband Initiatives

- **Matthew Conserva,** Program Manager
- **Wayne Goulet,** Broadband Administrator
- **Kate Castaldo-Rice,** Broadband Administrator
- **Meaghan Littlefield,** Broadband Administrator
- **Bridget Patterson,** Broadband Accountant

Guidehouse
Supporting consulting team

- **Harrison Phelan,** Director
- **Jake Landry,** Project Manager
- **Sam Lewis,** Senior Business Analyst
- **Justin Ferguson,** Business Analyst

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Today's Agenda
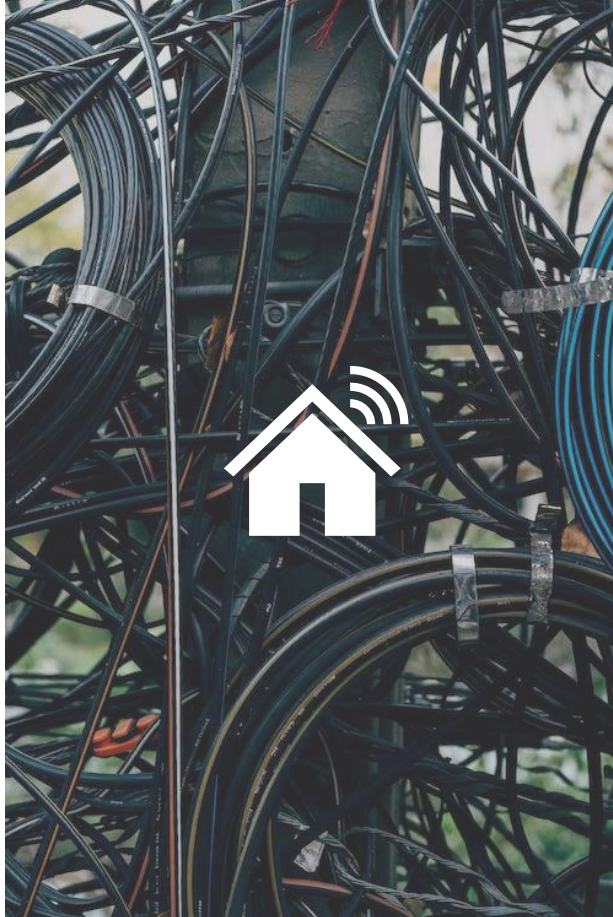
Overview of New Hampshire's BEAD Program

- Goals of New Hampshire's BEAD program

- Overview of key milestones and where we are today

Overview of the Project Application Phase

- Goals of the Project Application Phase

- Summary of BEAD eligibility in New Hampshire

- Qualifications required to participate in the Project Application Phase

Participating in the Project Application Phase

- Step-by-step guide to participating in the Project Application Phase

- Next steps to submit project application materials

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Overview of New Hampshire's BEAD Program

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Goals of New Hampshire's BEAD Program

New Hampshire's Initial Proposal Volume II was approved by NTIA on June 3, 2024.

NH BEAD Program Goals

- **Ensure universal coverage across all unserved and underserved locations in the state,** maximizing deployment of end-to-end fiber, and only using non-fiber where fiber costs are extremely high.

- **Prioritize projects providing broadband access to unserved and underserved locations** and eligible community anchor institutions, over other digital equity and inclusion priorities.

- **Conduct subgrantee selection process within one year** of Initial Proposal approval, and complete implementation within four years of receiving funds.

- **Focus on enhancing broadband affordability**, expanding residents' access to internet-capable devices, and boosting household adoption rates.

Biden-Harris Administration Approves Colorado and New Hampshire's "Internet for All" Initial Proposals

FOR IMMEDIATE RELEASE
June 11, 2024

News Media Contact
NTIA, Office of Public Affairs

Two States Requested Access to BEAD Funds Totaling Over $1 billion

WASHINGTON – The Department of Commerce's National Telecommunications and Information Administration (NTIA) has approved Colorado and New Hampshire's Initial Proposals for the Broadband Equity, Access, and Deployment (BEAD) program, a cornerstone of the Biden-Harris Administration's "Internet for All" initiative.

This approval enables Colorado and New Hampshire to request access to funding and begin implementation of the BEAD program—a major step towards closing the digital divide and meeting the President's goal of connecting everyone in America with affordable, reliable, high-speed Internet service.

Today's action allows states to request access to:

- **New Hampshire**: More than $196 million
- **Colorado**: More than $826 million

The BEAD Program awarded New Hampshire $196.5 million to connect all unserved and underserved locations to broadband over the next 5 years

Overview of New Hampshire's BEAD program
Todays focus is Phase 2 of the BEAD Subgrantee Selection Process.

Five-Year Action Plan	Initial Proposal	Challenge Process	Subgrantee Selection	Final Proposal
Submitted August 2023	Approved June 2024	July – October 2024	Kickoff November 2024	Due twelve months after initial proposal's approval

Phase 1: Prospective Applicant Pre-Qualification Evaluation **(Ongoing since November 21)**
- Prospective applicants will submit organization-level information to demonstrate their ability to meet BEAD program requirements.
- The Pre-Qualification window will remain open through the Project Application Phase.
- It is strongly advised that prospective applicants complete the pre-qualification process prior to Phase 2.

Phase 2: BEAD Project Application Phase **(Open January 6 – February 5)**
- Applicants who have completed Phase 1 will be invited to submit project-specific applications for BEAD funding.
- These applications will include bids for specific Project Service Areas (PSAs) and detailed project-level information.

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Overview of the Project Application Phase

Phase 2: The BEAD Project Application Phase

The Project Application is a mandatory step in the BEAD subgrantee selection process. **The main objective is to solicit applications to serve specific project areas.**

BEAD Eligibility Within New Hampshire Project Service Areas
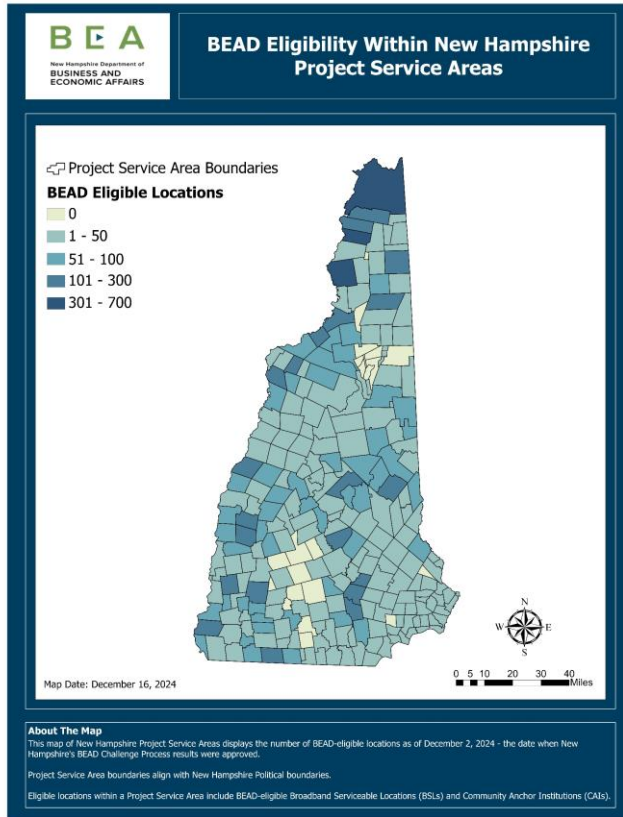
New Hampshire has identified:

- 232 Project Service Areas (PSAs)

- 9,527 Broadband Serviceable Locations (BSLs) eligible for BEAD funding.

Applicants seeking to serve a BEAD PSA must:

- Submit a comprehensive application demonstrating their capacity to deliver reliable, high-speed broadband to all unserved and underserved locations within the PSA.

- Complete the Project Application Form and submit required documentation.

Applicants must first complete the Pre-Qualification Process, detailed in the Pre-Qualification Guide, in order to be considered for BEAD funding. It is recommended that the applicant completes the Pre-Qualification Process prior to submitting their Project Application(s), as the Project Application will not be considered until the Pre-Qualification is complete. Only one Pre-Qualification needs to be completed by each applicant, regardless of how many Project Applications the applicant plans to submit.

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Requirements for the Project Application Phase

Project specific requirements for subgrantees deploying network facilities.

Project Plan Information

Applicants must demonstrate their capacity to deliver reliable, high-speed broadband to unserved and underserved locations and Community Anchor Institutions (CAIs). To do so, applicants must:

- Specify which Project Service Area (PSA) the application will cover.
- Provide a unique project name and organization contact information.
- Estimate the projects' physical infrastructure requirements including a technical narrative and network diagram, and an estimated project timeline.
- Include a professional engineer certification that certifies the accuracy and completeness of the materials uploaded in this section, including supporting documentation of the professional engineer's license.
- Include detailed information on risk mitigation strategies to promote network resiliency and reliability.

Project Financial Information

It is crucial for applicants to demonstrate they are financially qualified to meet the obligation associated with BEAD projects. To do so, applicants must:

- Obtain a letter of credit valued at no less than 25% of the subaward or request a waiver issued by NTIA that establishes alternate options to fulfill the requirement.
- Submit a detailed project budget.
- Provide a pro forma statement and explain assumptions.
- Submit a low-cost service plan.

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Participating in the Project Application Phase

Step-By-Step Guide to Submit Project Application Materials
Review the Project Application Guidance and prepare relevant documents.

1a Download guidance

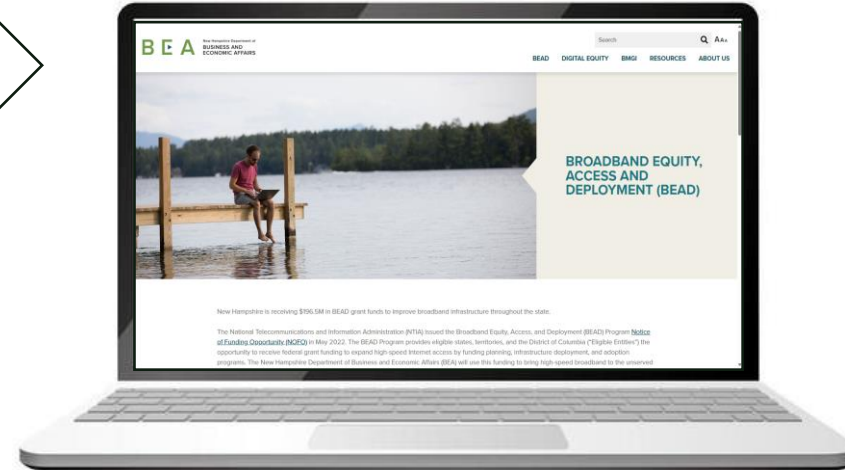Review the Project Application Guidance, found on BEA's subgrantee selection page.

1b Prepare documents

Prepare relevant documents outlined in the Document Submission Guide in the Appendix.

Step-By-Step Guide to Submit Project Application Materials
Download and complete the Project Application Certification Template.
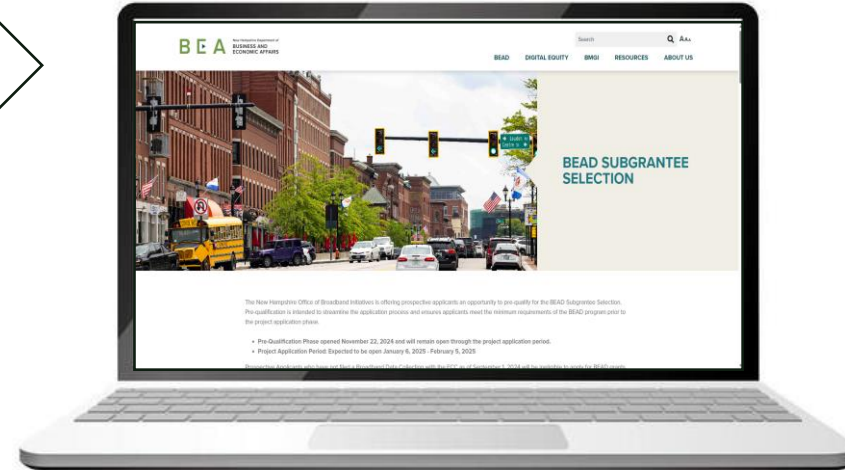
2a | **Complete certifications**

Download the Project Application Certification Template, found on BEA's subgrantee selection page.

2b | **Initial and sign document**

Initial each certification and sign the attestation at the end of the document.
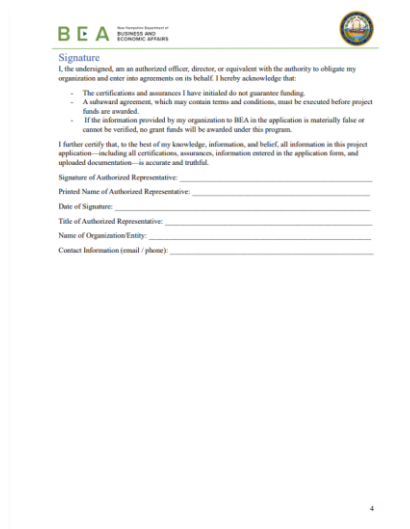
Step-By-Step Guide to Submit Project Application Materials
Select a project area and complete project application intake form.

3a Select Project Service Area(s)

Access the Project Service Areas – Final List, which can be found on BEA's subgrantee selection page at https://www.nheconomy.com/office-of-broadband-initiatives/bead/subgrantee-selection to inform your decision.

3b Complete Project Application Form

Project information:
- Unique name
- Organization information
- Primary contact information
- Select Project Service Area
- Estimate timeline
- Provide monthly price

Financial Information:
- Total cost
- Average cost per passing
- Total Funding Request
- Total Match amount
- Low-cost plan

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Step-By-Step Guide to Submit Project Application Materials
Select a project area and complete project application intake form.

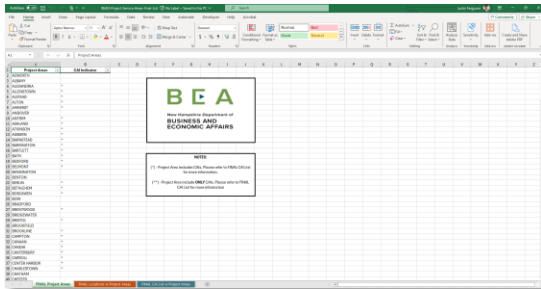## 3c Optional: Complete Non-Served BSLs Template

If you believe a location should not be serviced with BEAD funds, please complete the Non-Served BSLs Template.

Please use this template to list the BEAD-eligible locations that the applicant is not planning to serve in their proposed project. This template must accompany a single project application. For each location, provide the FCC Location ID, Reason Code, and a brief narrative explanation of why the location does not need to served with BEAD funds.

Prospective applicants must also provide additional evidentiary materials to substantiate the Reason Code.

Removal of locations is contingent on NTIA and BEA review and approval. The information and documents submitted do not guarantee the removal of these locations from the proposed project.

This template and supporting evidence should be submitted alongside the other application materials.

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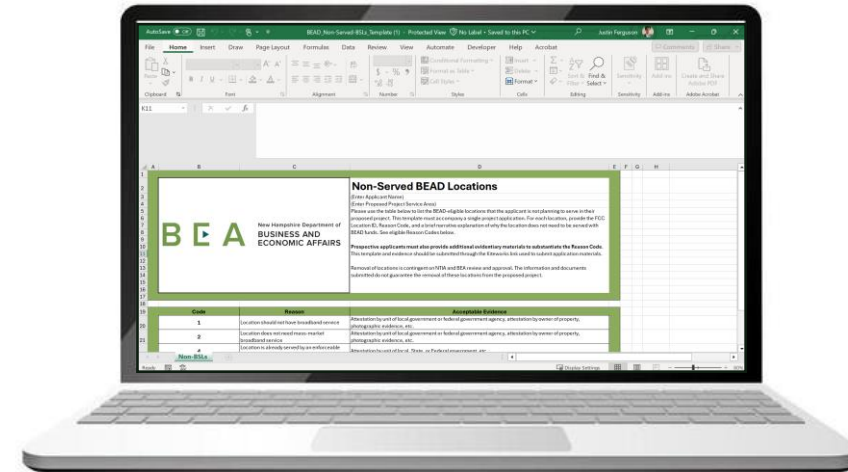
Step-By-Step Guide to Submit Project Application Materials
Create Kiteworks account and submit required documentation.

4a Create Kiteworks account

Once the Project Application Form is submitted, applicants will receive a link to submit the required documents through Kiteworks.

Applicants can log into Kiteworks with the credentials used during the Pre-Qualification Process.

4b Upload documents

Begin uploading required documents outlined in the Appendix of the Project Application Guidance, the Certification Template and the Non-Served BSL Template, if applicable.
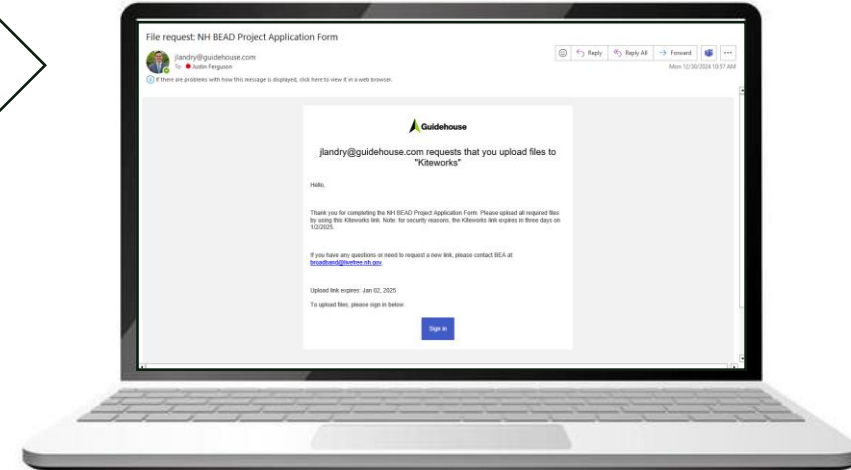
Note: Kiteworks is a secure file transfer system. **The link is only active for 72 hours and each link is only valid for ONE submission.**

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Step-By-Step Guide to Submit Project Application Materials
Review feedback/approval notice and address feedback, if needed.

Submission of project application materials

Complete

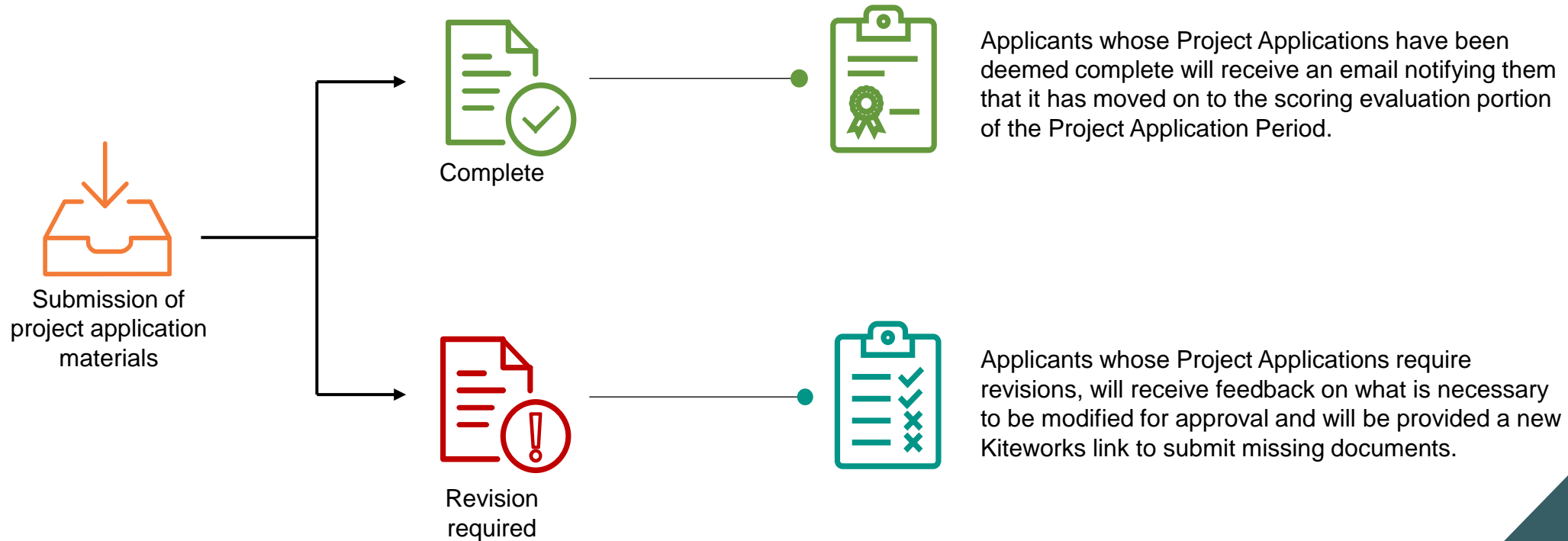Applicants whose Project Applications have been deemed complete will receive an email notifying them that it has moved on to the scoring evaluation portion of the Project Application Period.

Revision required

Applicants whose Project Applications require revisions, will receive feedback on what is necessary to be modified for approval and will be provided a new Kiteworks link to submit missing documents.

Note: In cases where more than one application is submitted for a single PSA, BEA will use the BEAD Scoring Rubric outlined in the Appendix of the Project Application Guidance, to choose which application will serve the PSA.

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Demo of Project Application Submission Process

Next Steps

Next Steps to Submit Project Application Materials

View the NH broadband website. Learn more about the Subgrantee Selection Process, view announcements and updates, and download relevant materials on New Hampshire's BEAD Subgrantee Selection website.

Review the Project Application Guidance. Download the Project Application Guidance for full details of the Project Application Period and prepare documents outlined in the table of the Appendix.

Complete the Project Application Certification Template. Download the Project Application Certification Template and have an authorized signer initial and sign the document.

Select Project Service Area(s) and complete Project Application Form. Review the Project Service Area – Final List and select the PSA you are applying for. Complete the Project Application Form and submit.

Log in to Kiteworks account and upload documents. Once the Project Application Form is submitted you will receive an email with a link to Kiteworks. Log in to Kiteworks with the credentials from the Pre-Qualification Process and upload all required documents.

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