

Broadband Ready Communities Grant Application Guide



Broadband Ready Communities

April 22, 2024

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Significant changes to Broadband Ready Grant 1.0 are highlighted in the guidebook by the following symbol

1.1. Overview of the Grant Program

The Broadband Ready Community 2.0 Grant program's goal is to equip constituents with the necessary resources and digital skills to utilize broadband infrastructure. By **collaborating with local officials and counties**, we are addressing the digital divide as Tennessee prepares to receive unprecedented investment in broadband infrastructure. This further expands the 2017 TBAA's Broadband Ready Communities Program.

1.2. Key Dates

Broadband Ready Communities grant opportunity application opens on May 15th, 2024, and closes the applications on June 28th, 2024. The anticipated announcement for the awards will be September 2024.

1.3. Federal Award Information

1.3.1. Funding Availability

This non-competitive grant prioritizes counties or local governments that did not receive funding in BRC round 1. If funds remain, TNECD may consider supporting local governments in counties that were funded in round 1. While the BRC program is non-competitive, incomplete applications may not meet the completeness review and would not be recommended for funding.

1.3.2. Award Amount

The maximum grant request allowable under the Broadband Ready Communities Program is \$100,000.

1.3.3. Match Requirements

There is no match requirement.

1.3.4. Period of Performance

All contracts with grantees must be in effect by November 30th, 2024. Funds must be expended by December 30th, 2026.

2.1. Eligible Applicants

The following are eligible to apply for a Broadband Ready Communities Grant:



- Any county or local government that has a Broadband Ready designation that did not receive funding in BRC Round 1. In Round 2, the local government does not require a letter of support from the county government.
- Counties or local governments without a Broadband Ready designation must submit the executed ordinance with their application. A sample ordinance is available on the website: [TNECD Broadband Communities page](#).

2.2. Eligible Communities

Any project that is in a county with a Median Family Income at or below 300% of the Federal Poverty Guidelines for a default household size of 3 (\$65,880). This is all counties except: Cheatham, Davidson, Fayette, Knox, Loudon, Maury, Robertson, Rutherford, Sumner, Tipton, Williamson, or Wilson. **Note:** Counties with AMIs above \$65,880 are still eligible to apply if they show that they are serving a target population (defined in the next section).

2.3. Eligible Target Populations

If the project is in Cheatham, Davidson, Fayette, Knox, Loudon, Maury, Robertson, Rutherford, Sumner, Tipton, Williamson, or Wilson Counties, the

project must serve one of the following eligible populations:

- Providing Services in a Qualified Census Tracts
- Low-or-moderate income households or communities
- Households that experienced unemployment
- Households that experienced increased food or housing insecurity
- Households that qualify for the Children’s Health Insurance Program
- Households that qualify for Childcare Subsidies through the Child Care Development Fund (CCDF) Program, or Medicaid

2.4. Use of Project Funds

2.4.1. Digital Opportunity Priorities

Applicants must have efforts for promoting digital opportunity that align with the Tennessee Digital Opportunity Plan. Examples of areas where counties may focus their digital opportunity efforts are telehealth, workforce development, and education. The planned efforts should include at least three of the five elements of digital inclusion (as defined by the National Digital Inclusion Alliance [NDIA]), which are:

- Affordable, robust broadband internet service
- Internet-enabled devices that meet the needs of the user
- Access to digital literacy training
- Quality technical support
- Applications or online content designed to enable and encourage self-sufficiency, participation, and collaboration

2.4.2. Required Use of a Development District Professional Grant Administrator

All awardees must utilize a Development District Professional Grant Administrator throughout the grant cycle. Upon completeness review and contract signing, the awardee will receive an initial \$1,000 drawdown to pay for application review by the Development District. The remaining 5% - 6% will

reimburse grant administrative activities performed by Development District staff under the Administrative expense contract category throughout the contract term.

2.4.3. Eligible Uses

Grant funding for Broadband Ready Communities is intended to support activities and initiatives that promote digital opportunity. The following are eligible activities that the funds may be used for:

a) Digital skills training

Grant funds may be utilized to design, develop, and implement digital skills training programs aimed at enhancing the digital literacy of residents. Examples of eligible costs are fees for curriculum development, instructor wages, curriculum supplies, software licenses, and facilities necessary for conducting training sessions. The program should support skilling programs and access to basic or advanced digital tools.

b) Education and workforce development

Grant funds may be used to establish and enhance educational and workforce development initiatives including adult education, digital skills training in K-12 schools, workplace preparation and education, apprenticeships, and industry- relevant credentialing or micro-learning programs.

c) Equipment/devices

Grant funding may be leveraged for procurement and distribution of necessary free or low-cost equipment and devices, such as computers and tablets, to further the goal of broadband readiness and bridge the digital divide.

d) Marketing and public outreach low-cost internet plans

Grant funds may be used for the creation and implementation of marketing campaigns to raise awareness about the low-cost internet plans like Lifeline. These include expenses related to:

- Developing promotional materials such as:
- Printed communications (e.g., brochures, flyers, pamphlets)
- Digital content (e.g., videos, animations, infographics)
- Other traditional advertising methods (e.g., radio broadcasts)
- Labor for grassroots door-to-door outreach

2.4.4. Ineligible Uses

Grant funding for Broadband Ready Communities may not be used for these activities:

- Any costs related to the construction, acquisition, or improvement of middle mile and last mile infrastructure
- Public Wi-Fi Projects: Costs of Wi-Fi construction, repair, rehabilitation, installation, improvement, and acquisition of real property or pre-project development costs and uses for public Wi-Fi, including data gathering, feasibility studies, public feedback processes, equity assessments and planning, needs assessments, permitting, planning, engineering design.
- Travel costs unrelated to the project implementation and direct services. (Travel is allowed for direct services.)
- Discounts or subsidized broadband service
- Incentives for incorporation of broadband across different sectors
- Promotional items and memorabilia or other costs designed solely to promote the grant-holding agency
- Entertainment (food, amusement, diversion, social activities, other associated costs)
- Grants and awards



- Scholarships or vouchers to fund industry-relevant credentialing
- Capital purchases (Vehicles or Land acquisition)
- Fundraising activities
- Expenses incurred prior to the date of the grant award announcement
- Payment of interest or principal on outstanding debt instruments, or other debt service costs
- Fees or issuance costs associated with the issuance of new debt
- Activities to support or oppose collective bargaining
- Costs that are not reasonable, necessary, or allocable to the grant

2.5.3 Examples of Ideal Projects

Based on the information provided, here are examples of ideal projects for the Broadband Ready Communities (BRC):

- **A County Government project aims to enhance digital literacy for senior citizens:** The county recognizes a unique gap in its community: a significant portion of the population is over the age of 65. The project aims to address this by equipping community spaces with adaptive technology for seniors and providing digital training focused on internet safety.
- **Through collaboration with nonprofit organizations, the County Government expedites enrollment in low-cost internet plans by:** Training nonprofits and partners to conduct in-person outreach on affordable internet options, utilizing nonprofits' consistent community engagement to reach residents, distributes devices and providing digital skills training to underserved communities through nonprofit partners.
- **Partnering with school districts, the County Government supports free or low-cost device distribution:** Recognizing the unique gap where a

majority of school children lack access to devices at home, the County Government procures updated equipment to be sent home and partners with a local community college to provide free after-school digital skilling programs for students.

03 | Application

3.1 Applicant Qualifications

3.1.1 System Award Management (SAM) Registration

Each applicant must obtain a SAM Unique Entity ID from SAM.gov in order to be eligible to receive funding from the Connected Community Facilities Grant Program. To obtain a Unique Entity Identifier (UEI) and please access the directions: <https://sam.gov/content/entity-registration>.

3.2 Content and Form of Applications

Applications will be submitted via the grant managements software SmartSimple. Grantees will need to register with Smart Simple at the below mentioned link in order to access the grant application.

Link: https://ecd.grants.tn.gov/s_Login.jsp

Sub-Recipient Grant Management Enterprise Solution(SR-GMES)

Sub-recipient /Applicant login in here

Email

Password

Log In

Forgot Password?

State Employee Login Here

To register or view Grant funding opportunities: Click Here

Training Videos Watch Here

Our new website will be ready soon!

This system may contain Government information, which is restricted to authorized users ONLY. Unauthorized access, use, misuse, or modification of this computer system or of the data contained herein or in transit to/from this system constitutes a violation of state and federal laws including, but not limited to Title 18, United States Code, Section 1030, and may subject the individual to Criminal and Civil penalties pursuant to Title 26, United States Code, Sections 7213(a), 7213A (the Taxpayer Browsing Protection Act), and 7431.

This system and equipment are subject to monitoring to ensure proper performance of applicable security features or procedures. Such monitoring may result in the acquisition, recording and analysis of all data being communicated, transmitted, processed, or stored in this system by a user. If monitoring reveals possible evidence of criminal activity, such evidence may be provided to Law Enforcement Personnel.

ANYONE USING THIS SYSTEM EXPRESSLY CONSENTS TO SUCH MONITORING and SHOULD HAVE NO EXPECTATION OF PRIVACY for any information stored or communicated via this system.

SmartSimple Registration Page

3.2.1 General Information

The applicant should be prepared to provide identifying information including the legal entity name, Federal Employer Identification Number (FEIN), System Award Management (SAM) Unique Entity ID (UEI), mailing address, and primary contact information.

3.2.2 Project Information

The applicant will need to provide information including project descriptions, information about the service area, facility information, project implementation information, and information on the project timeline.

3.2.3 Budget Information



For each budget category with a [^], there must be **multiple line items** within the category and justifications for the necessity and basis for the listed costs. **The individual items and concise description will be pulled into the subrecipient contract.**

Construction

Applicants must provide a high-level budget (only one line will be available) and description of any proposed construction costs for the project. Examples of construction costs are costs related to the construction, repair, rehabilitation, installation, and improvement of facilities.

Architect/engineering fees

Applicants must provide a high-level budget (only one line will be available) and description of proposed architect and engineering costs for the project. Examples of architect and engineering costs are costs related to engineering, architectural, and project management costs involved in design and constructing the proposed project. Engineering expenses can be included if they fall within the contract period. Mileage rates charged as a part of engineering expenses should be brought down to the state level regulations (\$0.655/mile), which also needs to be shown on the invoices.

Professional fees, grant, and award[^]

Applicants must provide multiple lines items and a detailed description of any proposed professional fees and grant and award costs for the project. Examples of professional fees are legal and auditing fees, public feedback processes, equity assessments and planning, needs assessments, permitting, planning, architectural design, engineering design, and work related to environmental, historical, and cultural reviews. Fees for external consultants or agencies engaged to design and/or implement grassroots marketing campaigns (i.e. flyers, local Facebook ads) for the low-cost internet plans may also be included in the section. This section also covers the organization's awards, grants, subsidies, and other pass-through expenditures to individuals and to other organizations including allocations to affiliated organizations.

Supplies, telephone, postage & shipping, occupancy, equipment, rental & maintenance, printing & publications



Applicants must provide a high-level budget (only three lines will be available) Cost will be broken between three-line items: Supplies, Occupancy, and Contingency.

Examples of supplies costs are devices, updating public wi-fi equipment, telecommunications equipment, and shipping.

Examples of occupancy cost are the cost of long-term leases (for terms greater than five years) of facilities, including indefeasible right of-use (IRU) agreements and capital leases.

Should your organization choose to add a contingency amount to account for market fluctuation or an increase in shipping costs, ensure this amount does not exceed 15% of the cost of the Item.

Grant/project administration (limited to 6% of total budget or indirect cost rate if a negotiated indirect cost rate agreement is in place)

Applicants must provide a high-level budget (only one line will be available) and description of proposed administrative cost for the project. Administrative expenses refer to indirect costs associated with operating the program. Examples of covered administrative costs are:

- **Reporting Activities:** Administration activities includes carrying out performance accountability requirements e.g. compiling monthly expenditure reports, aggregating quarterly performance data,
- **Planning Activities:** All planning activities pertaining to the grant excluding strategizing and implementation of developed plan.
- **Budgeting & Accounting:** Budgeting and accounting services to track grant funds and prepare reimbursement requests.
- **Environmental Review**
- **Federal Grant Compliance:** Activities done for complying to Federal grant regulations such a Davis-Bacon compliance, financial management, procurement, close out etc.

Note: If an applicant has a current Negotiated Indirect Costs Rate Agreement (NICRA), the applicant may use their current NICRA to charge indirect costs to the award. However, if the applicant does not have a current NICRA, they may elect to use the de minimis rate of 6 percent of the modified total direct costs to charge indirect costs to the award pursuant to 2 CFR 200.414(f).

Other non-personnel[^]

Applicants must provide multiple line items and a detailed description of any proposed non-personnel costs for the project. Examples of other non-personnel costs are any other upfront costs not covered in other categories, such as permits, required licenses, sales tax applicable to new equipment purchases and warehousing expenses, and miscellaneous minor material.

Capital purchase[^]

Applicants must provide multiple line items and a detailed description of any proposed capital costs for the project. Examples of capital purchase costs include significant investments such as assistive technology (e.g., mobility devices such as walkers and wheelchairs, as well as hardware, software, and peripherals that assist people with disabilities in accessing computers or other information technologies), special purpose equipment, equipment for hands-on learning activities (e.g., power tools, wiring lab, simulating lab) valued at \$10,000 per unit or more.

3.2.5 Additional Uploads

The upload section of the application will allow applicants to upload the following required and optional documents. Templates for the additional uploads are also linked in the application.

- W9 Form
- Grant Payment Setup Form
- The Government partnership agreement, if applicable
- Community partner agreement(s), if applicable
- Community support letter(s), if applicable
- BRC Resolution, if not already designated a BRC

04 | Application Review Process

4.1 Review Process

This is a non-competitive grant opportunity; hence, submitted proposals will not undergo a competitive scoring process. This review will include assessing that administrative information is complete and correct and that the applicant is in good standing with their other federally funded projects.

The applicant's adherence to application instructions and completion of budget and other supplementary attachments will be examined at this stage as well.

05 | TNECD Award Administration

5.1 TNECD Award Notices

If an applicant is awarded funding, the TNECD Broadband Grants Officer will issue a subrecipient agreement. By signing the document, the recipient agrees to comply with all terms, conditions, and provisions set forth. If an applicant is awarded funding, TNECD Broadband office is not under any obligation to provide additional funding in connection with that award or make any future awards.

5.2 Reimbursement Grant

This grant operates on a reimbursement basis. Applicants are permitted to submit invoices once per month for reimbursement of eligible expenses.



In certain circumstances, ECD may provide payment to the applicant for unpaid invoices related to work completed by a contractor on construction projects. This provision will be evaluated on a case-by-case basis and addressed during the post-award phase.

5.3 Compliance with State and Federal Guidelines

5.3.1 *Fair labor practices*

Applicants must provide record of and plans to be in compliance with federal labor and employment laws. The following is a general summary of laws that applicants must comply with; this summary is not exhaustive. For the exhaustive list of federal labor and employment laws, reference State and Local Fiscal Recovery Funds FAQs ([FAQ Question 2.21](#)).

If awarded more than \$10 million:

- 1) Applicants must provide certification that all laborers employed to be working on the project are paid wages at rates not less than those prevailing.
- 2) If certification is not provided, then the applicant must provide a project

employment and local impact report that includes the following:

- The number of contractors and sub-contractors working on the project
 - The number of employees on the project hired directly and hired through a third party
 - The wages and benefits of workers on the project by classification
 - Whether those wages are at rates less than those prevailing
- 3) Compliance for National Labor Relations Act (29 U.S.C. 158(f)):
- Recipients are to provide certification that the project includes a project labor agreement, a pre-hire collective bargaining agreement that is in accordance with the National Labor Relations Act (29 U.S.C. 158(f)) section 8(f).
- 4) Applicants must provide information on whether the project prioritizes local hires.
- 5) Applicants must provide information on whether the project has a Community Benefit Agreement with a description of such agreement.

5.3.2 Civil Rights and Nondiscrimination law

Recipients of Broadband Ready Communities Grants are required to be in compliance with all civil rights and nondiscrimination federal laws related to the use of federal funds. Recipients shall not discriminate or deny benefits or services, on the basis of race, color, national origin (including limited English proficiency), disability, age, sex, sexual orientation, gender identity, or handicap. Recipients are required to agree to, by a form of binding commitment, abide by all civil rights and non-discrimination requirements set forth.

5.3.3 Domestic Preference

Under Uniform Guidance (2 CFR 200.322), grantees must provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes items and construction materials composed of metals, plastics, aggregate (such as optical fiber), and lumber. All items made in whole or in part of these covered materials apply. Grantees should make all efforts to document this preference and ensure subcontractor compliance, including listing

the referenced clause in all subcontracts.

5.4 National Policy Requirements

5.4.1 Uniform Guidance and Cost Principles

Recipients of an award are subject to various federal regulations, including Uniform Administrative Guidance, Cost Principles, and Audit Requirements set forth in 2 CFR Part 200. Subpart D - Post Federal Award Requirements of the Uniform Guidance shall apply to this award, along with Subpart E - Cost Principles and Subpart F - Audit Requirements, including the Single Audit Act, of the Uniform Guidance. For an exhaustive list of uniform guidance requirements, reference [eCFR :: 2 CFR Part 200 - - Uniform Administrative Requirements. Cost Principles. and Audit Requirements for Federal Awards.](#)

5.4.2 Environmental and National Historical Preservation Requirements

Recipients must retain records, permits, and documentation necessary to evidence compliance with all environmental requirements.

The NHPA (16 U.S.C. §§ 470 et seq.) states that recipients are required to inform the awarding agency of any direct or indirect effects the award may have on properties included or eligible for inclusion on the National Register of Historic Places. Recipients may also be inquired to assist with consulting with State or Tribal Historic Preservation Officers, among others, to assess unfavorable effects to historic properties. For more information on the requirements for NHPA and other compliances, see [Federal Historic Preservation Laws \(nps.gov\).](#)

5.4.3 Property Trust Relationship and Public Notice Filings for Grant-Acquired Property

In accordance with § 200.316 Property trust relationship, real property, equipment, and intangible property, that are acquired or improved by a federal award must be held in trust by the recipient as trustee for the beneficiaries of the award under which

the property was improved or acquired. For more information refer to, [eCFR :: 2 CFR 200.316 -- Property trust relationship](#).

5.4.4 Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms

In accordance with 2 CFR. § 200.321, recipients are required to make specific efforts to work with small and minority-owned businesses, women's business enterprises, and firms from labor surplus areas. These efforts ensure we're supporting diverse businesses in the contracting processes.

5.5 Reporting

Grantees will need to submit quarterly reports to TNECD on the following dates: January 3, April 3, July 3, and October 3 of each year. These reports are mandatory until the final expenditure of the grant or until the final report due on April 2027.

These reports should include financial data, programmatic details, and information about any delays or issues encountered during the project implementation. These reporting requirements ensure transparency and accountability throughout the grant period.

5.6 Audit Requirements

Requirements for Non-profit and Government Subrecipients:

If the subrecipient spends \$750,000 or more during the fiscal year on federal awards, the subrecipient is required to undergo a single audit and submit the audit to the federal audit clearing house at fac.gov. For more details on audit requirements, please refer to [eCFR :: 2 CFR Part 200 Subpart F -- Audit Requirements](#).

Each applicant will have to conduct one performance audit during the lifecycle of the grant.

5.7 Monitoring and Site Visits

As part of the grant process, all grantees will undergo monitoring activities, which include a desk review (phone call) or site visit twice during their performance period. The first monitoring check will occur at the midpoint of project completion, when the project is 50% complete as confirmed by the grantee. Another review will take place during the closeout phase. Depending on the risk level determined by TNECD's broadband team, some grantees may undergo additional monitoring, such as a site visit.

5.8 Invoicing

This is a reimbursement grant. Grantees will be required to invoice exact expenses directly to TNECD. Grantees must follow the format prescribed by TNECD, which includes a cover sheet outlining the invoice items against each contractor or make-ready/material charge-out/ inhouse labor expenses along with supporting documentation, including individual invoices and proofs of payment. The file should be submitted to the mail ID ECDBroadband.Invoices@tn.gov.

Grantees will become eligible for the remaining 15% of their invoice reimbursements once the closeout review has been completed. This ensures accountability and transparency throughout the project lifecycle.

5.9. Technical Assistance

TNECD will provide grantees with technical assistance and resources including compliance webinars, invoicing training, and other programming and guidance throughout the contract period.

06 | TNECD Contact Information

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07 | Appendix

7.1 Application Checklist

Completion Status	Document Upload	Notes
	W9 Form	The W-9 Request for Taxpayer Identification Number and Certification can be found here .
	Completed Grant Payment Setup Form	The applicant's banking information to expedite grant disbursement, if awarded. If applicant has submitted a grant payment setup form . The grant payment setup form can be found here
	Inter-Agency Agreement, if applicable	An agreement between applicant and local employee if they will be offering professional services related to the program delivery
	Community Partner Agreement(s), if applicable	
	Broadband Ready Resolution	A sample ordinance is available on the website: TNECD Broadband Communities page .

7.2 Application Questions

Please note that the questions provided here are a representative sample and may be subject to slight modifications. They are intended to assist applicants in initiating their application process.

Eligibility

1. Select your organization type.
2. Which county do you represent or belong to?
3. Does your entity have the Broadband Ready Communities designation already?
4. If your project is located in Cheatham, Davidson, Fayette, Knox, Loudon, Maury, Robertson, Rutherford, Sumner, Tipton, Williamson, or Wilson Counties, please select which populations this proposed project will serve primarily.

Project Information

5. How will the applicant's project activities align with Tennessee's Vision for Digital Opportunity?
6. Which of the five elements of the National Digital Inclusion Alliance's (NDIA) does your planned digital adoption efforts directly address?
7. Please, select the specific activities or offerings that will be proposed.
8. What are the applicant's main priorities or areas of focus for digital adoption (i.e., telehealth, workforce development, education), and why?
9. Who is the target audience or end-user for each proposed activity? (For example, senior citizens, K-12 students, veterans, etc.) Please select your targeted populations from the list on SmartSimple.
10. Please provide the complete address of the locations selected.
11. What are the applicant's specific intended outcomes? (For example, distribute 500 new devices, enroll 60 adult learners in coding class, etc.)

Budget

12. Complete the Grant Budget Worksheet in SmartSimple.

7.2 Frequently Asked Questions

County and Local Coordination

Q: Is a city eligible to apply for the grant?

A: Local governments (or other political subdivisions) may apply for funding. The local government either needs to be a Broadband Ready Community or include a resolution to become a Broadband Ready Community.

Q: What interaction is needed between cities and counties that are both Broadband Ready Communities? For example, if a city a county are designated BRCs. Should both apply or just the county with recognition that the city will be participating in the deployment or dispersion of funds?

A: If the city is in a county that hasn't applied before and the county applies in round 2, priority goes to the county.

Q: Where can I locate the list of counties and other localities with Broadband Ready Communities designation?

A: <https://www.tn.gov/e cd/rural-development/tennessee-broadband-grant-initiative/broadband-ready-community-article.html>

Project Information

Q: What best practices should entities observe when creating a project for the Broadband Ready Communities grant application?

A: Ensure you include information about your community's specific need in bridging the digital divide and how this aligns with TNECD's digital opportunity goals.

Q: What kind of projects does TNECD expect to fund through this grant?

A: The Broadband Ready Communities grant may only be leveraged for the following types of projects:

- Digital skills training
- Education and workforce development
- Equipment/devices
- Marketing and public outreach for low cost internet plans
- Other costs relating to broadband readiness.

Q: Could the grant money be used with an ISP to expand internet into an unserved area of a county?

A: No, public wi-fi projects and last mile construction are not eligible expenses under the BRC grant program.

Q: Are programs for inmates allowed?

A: Yes, as long as these inmates are in county or state facilities.

Q: I've reviewed the Eligibility Requirements and Target Populations guidance on your website and my county does not automatically fit into any of the allowable categories. How will I verify that the individual end users of the proposed project satisfy the state and federal guidance?

A: If the project is located in Cheatham, Davidson, Fayette, Knox, Loudon, Maury, Robertson, Rutherford, Sumner, Tipton, Williamson, or Wilson Counties, the project must serve one of the following eligible populations:

- Providing Services in a Qualified Census Tracts
- Low-or-moderate income households or communities
- Households that experienced unemployment
- Households that experienced increased food or housing insecurity
- Households that qualify for the Children's Health Insurance Program
- Households that qualify for Childcare Subsidies through the Child Care Development Fund (CCDF) Program, or Medicaid

Budget

Q: Do we have to estimate Project Contingency in our budget?

A: No, you do not have to reflect contingency costs in your budget for the Broadband Ready Communities Grant. However, if you would like to budget for contingency in supplies or construction categories, there will be line items available.

Other Requirements

Q: Are there additional requirements applicants should be aware of?

A: Yes, if and when they are awarded a grant. BRC will require all awardees to use a Professional Grant Administrator from your Development District across the grant cycle. The

awardee will receive an initial drawdown of \$1,000 post completeness review and upon contract signing to pay to the Development District for application review. The remaining 5% - 6% will be paid out during the contract term to reimburse grant administrative activities performed by Development District staff through the administrative expense contract category.

Q: Will BRC have to submit quarterly reports if they receive a grant award? If yes, what information will be asked for during the quarterly reporting period?

A: In addition to expenditure and project progress, grantees will be required to report the number of individuals served and the demographic data of those served as well as outcomes of those served.

Key Dates

Q: When will the application launch?

A: The Broadband Ready Communities application portal launched on May 15, 2024, and will close on June 28, 2024.

Q: When is the grant expected to be awarded?

A: The Broadband Ready Communities grant is expected to be awarded in September 2024.

Additional Information

Q: What is TNECD Broadband's website?

A: For more information regarding the Broadband Ready Communities Grant Program, please visit: <https://www.tn.gov/e cd/rural-development/broadband-office/grants.html> and click on the "Broadband Ready Communities" tab.

Q: Will the Broadband Ready Communities Grant Program resources be posted on TNECD's website?

A: To view the slides from or to watch a recording of the Broadband Ready Communities Grant Program webinar, please visit <https://www.tn.gov/e cd/rural-development/broadband-office/grants.html>. Click the "Broadband Ready Communities" tab and then the "Supplemental Materials" tab.



Department of
**Economic &
Community Development**

Digital Adoption
Grant Programs

