ARPA Broadband Infrastructure

Background Information

Montana is committed to fulfill the purpose of the American Rescue Plan Act's directive for the expansion of broadband Internet access to Montana's regions and locals that remain unserved or underserved. The Department of Administration (DOA) has established the ConnectMT ("Program") under the "Connect Montana Act", SB 297 to oversee the operation of the award allocation process.

As designated by the ARPA financial allocation to the State of Montana, the state will receive $275 million to be allocated via competitive allocation awards to applicants who commit at a minimum 20% of the proposed project funds cost and who also commit to deploying enhanced and improved internet communications in Montana. Such funding authority is pursuant to section 9901 of the American Rescue Plan Act of 2021, H.R. 1319, Public Law No. 117-2; furthermore it is pursuant to Montana's 67th Legislature HB 632, [1] Implementing the American Rescue Plan Act (ARPA); also pursuant to Montana’s 67th Legislature SB 297, signed May 11, 2021 establishing Broadband Infrastructure Deployment Laws and establishing the Montana Broadband Deployment Program, signed May 11, 2021, herein referred to as the "Connect Montana Act" [2].

On March 11, 2021, the American Rescue Plan Act (ARPA-21) was signed into law by the President [3] Section 9901 of ARPA-21 amended Title VI of the Social Security Act [4] (the Act) to add section 602, which establishes the Coronavirus State Fiscal Recovery Fund, and section 603, which establishes the Coronavirus Local Fiscal Recovery Fund (together, the Fiscal Recovery Funds) [5] under the u.S. Treasury's Interim Final Rule (IFR), 31 CFR Part 35, the Secretary of the Treasury (Treasury) issued its Interim Final Rule to implement the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund established under the ARPA-21. In addition, on September 20, 2021, the u.S. Treasury issued its guide for Section 604 of ARPA-21 [6].

Notice of Application Guidance

Before completing your application, please review the [Application Guidance].

Responsive proposers are hereby notified that all proposals are ultimately subject to the review and approval of the Communications Advisory Commission, authorized by House Bill 632[1] (https://www.covidreliefmt.org/forms/init/edit/16516084-256-4bc0-88b0-3fab48cbeaa#_#) after the governor’s final approval. Before the deadline.


Notice of Right to Challenge

- Entities have the right to challenge proposed projects. Use the following link to submit a challenge: Broadband Infrastructure Challenge Application. (https://www.covidreliefmt.org/subm/3f9a6666-89a-4ebe-98c1-1d5f7717264631/armbroadband-infrastructure-challenge)

To allow multiple people to collaborate on this application, click here (https://submittable.help/en/articles/3654810/how-can-i-invite-people-to-collaborate-with-me-on-a-submission) for more information.

Funds Distribution Method

- Funds will be distributed via EFT - Should funding be awarded for the proposed project, all allocation funds are disbursed via ACH.

Application Checklist

The Broadband Infrastructure application will require at a minimum the following documents:

- Applicant affidavit upload
- Budgeting engineering designs, diagrams, and maps that demonstrate the viability of the proposal project with certification stamps
- Certification from manufacturer or professional engineer of equipment to be utilized
- Certification of professional engineer
- Documentation showing project served unserved or underserved areas
- Demonstration that installed broadband infrastructure is scalable to speeds of at least 100 Mbps download and 100 Mbps upload
- Evidence of community support for project
- Executive summary
- Itemized approvals that will be required prior to project construction with corresponding entity that will provide approval
- List of eligible elements to be purchased or utilized
- Map of complete project area or list of addresses served
- Organizational support evidence
- Project budget
- Project financials
- Project schedule
- Provide unqualified CPA compiled, reviewed, or audited financial statements
- Source of funding summary
- Total number of passings spreadsheet
- Use of funds spreadsheet

This field is for the applicant’s reference only.
Part I - Project Background Information

Project Name *

Applicant Organization Name *

Applicant Organization’s Mailing Address *

Country

Address

Address Line 2 (optional)

City

State, Province, or Region Zip or Postal Code

Historical Financial Statements

1) Provide historical, unqualified CPA compiled, reviewed, or audited financial statements for the applicant organization.

2) Confidential - Yes/No - DO YOU CONSIDER FINANCIAL STATEMENTS CONFIDENTIAL?
   - YES - The following question will dictate how these documents are provided. If confidential, answer “Yes” below and follow the link to provide these documents through a secure portal along with any other required information that is considered confidential.
   - NO - Answer “No” to the question below and upload the required financial statements.

Do you have any documents considered trade secrets or confidential for this application? *

- Yes
- No

This question requires the response of the Authorized Organization Official.

Organizational Support Evidence

Demonstrate the overall organization strength of the Applicant to build, manage, and effectively operate the proposed broadband project, if approved.

Documentation should identify key officers and management personnel with corresponding brief resumes. Organizational structure charts may also be submitted. It is important to provide a detailed description of how organizational strength pertains to level of broadband service delivery and service maintenance.
Organizational support evidence upload *

Select up to 70 files to attach. No files have been attached yet. You may add 70 more files.

Insert examples: articles of organization, etc.

Proof of Good Standing with the Montana Secretary of State

For the section below, please visit https://tobusiness.mt.gov/ and take a screen shot or download a pdf that reflects the business is registered and in good standing with the State of Montana. If you are not required to be registered with the Montana Secretary of State or if this is not applicable to your business, please describe below.

Proof of good standing with the Montana Secretary of State upload *

Upload a file. No files have been attached yet.

Executive Summary Instructions

Provide a brief executive summary narrative that incorporates a concise but comprehensive allocation rationale for official reviewers of the overall project proposal that accomplishes the following:

- Brief summary of project (first paragraph)
- Brief narrative description of the geography and location of the project coverage, include the proposed broadband passings and speed improvements anticipated in the event of project funding
- Briefly describe the deployment/implementation/and installation technology intended to be used and methodology to fulfill and complete the intended project
- Brief description of the applicant’s prior involvement in broadband technology implementation and how the applicant (and/or partners) intend to manage and sustain the project

Describe the project location, type of project construction, number of passings served and speed goals met or exceeded. Identify any project partners for the project. Provide an economic development/community impact rationale for the project. The following is a sample paragraph template to illustrate a response to this request. Please provide unique details from the proposed project to populate this response.

Limit summary to 3 pages, single spaced.

Executive Summary Upload *

Upload a file. No files have been attached yet.

Applicant Letter of Intent *

Upload a file. No files have been attached yet.
Applicant Insurance Information

Insurance Information Upload *

Select up to 10 files to attach. No files have been attached yet. You may add 10 more files.
Include procession by the project leader, proposer of general liability of the vocation/business, and insurance that could be a bond form for the intended project that covers incidents of performance.

Key Contacts

Authorized Organization Official Name *
First Name

Last Name

Authorized Organization Official Phone NUMBER *

Authorized Organization Official Title *

Authorized Organization Official Email Address *
email@example.com

Primary Contact Name *
First Name

Last Name

This will be the primary contact for negotiation and execution of the allocation contract if the project is awarded funding.

Primary Contact Title *
Primary Contact Email Address *

email@example.com

Primary Contact Telephone Number *


Primary Contact Corporate Entity Role *

Example: officer, shareholder, etc.

Applicant's Financial Contact Person Name *

First Name

Last Name

Applicant's Financial Contact Person Telephone Number: *

Applicant's Financial Contact Person Email Address: *

Federal Employer Identification Number: *

SSN/EIN Example: 123456789

A federal Employer Identification Number (EIN) is also known as a federal tax identification number and is used for tax filing purposes. Enter 9 digit number only - no dashes.

State of Montana Vendor Number: *

If you do not already have a State of Montana vendor number, you can register for a state vendor ID. State of Montana vendor registration number instructions and information may be found at the following link: Vendor Registration Portal (https://spb.mt.gov/Vendor-Resources/Vendor-Registration-Portal)

Which of the following will be involved in the creation of this application? *

- Project Manager
- Application Author
- Other

Select all that apply.
Does this proposed project include matching funds from partners? *

- Yes
- No

Verification of Montana Certified Professional Engineer

Certified Professional Engineer Link: [https://ebizws.mt.gov/PUBLICPORTAL/searchform?mylist=licenses](https://ebizws.mt.gov/PUBLICPORTAL/searchform?mylist=licenses)

Name of Montana Certified Professional Engineer working on project *

First Name

Last Name

Provide PE license number *

Project Location *

Provide descriptively the geographical area of the proposed project.

Limit: 250 characters

County Served by Project (select all that apply) *

- BEAVERHEAD
- BIG HORN
- BLAINE
- BROADWATER
- CARBON
- CARTER
- CASCADE
- CHOUTEAU
- CUSTER
- DANIELS
- DAWSON
- DEER LODGE
Describe the extent that a county will be covered by the proposed broadband project.

**List Community/Communities Served by Project** *

Describe and provide known population figures intended to be served by the projected proposed project.
Map and Description of Project Area

Provide a map of the proposed project area and a complete list of addresses that will be served by the project.

Map Upload *

Select up to 5 files to attach. No files have been attached yet. You may add 5 more files.

- If providing a GIS shapefile(s), please zip all the files (at a minimum, you MUST include files with the .shp, .shx, and .dbf file extensions) and upload as a zip file.

List of Addresses Upload *

Select up to 5 files to attach. No files have been attached yet. You may add 5 more files.

Part III - Project Funding Information

Project Funding

Allocation Request Amount *

$ __________ USD

Round to nearest dollar.

Allocation Request as a Percent of Total Project Cost *

% 

Enter in the form of a percentage. Do not enter % symbol. System will automatically add the symbol after the data is saved.

Matching Funds Provided by Applicant *

$ __________ USD

Round to nearest dollar.

Matching Funds as a Percent of Total Project Cost *

%
Is the total matching funds provided by the entity at least 20% of the proposed project cost? *

- Yes
- No

Total Project Cost *

$ 
USD

Round to nearest dollar.

Applicant Eligibility

Identify the specific category of Applicant eligibility for this proposed project under Montana law from the statutory options below: *

Select...

Part IV - Broadband Improvements

Anticipated Broadband Improvements

Total Number of Proposed Last Mile Connections *

Select up to 5 files to attach. No files have been attached yet. You may add 5 more files.


Proposed Last Mile Connections Template (https://budget.mt.gov/_docs/Number_of_Passings-81.xlsx)

Application Includes: *

- Last Mile Components Only
- Middle Mile Components Only
- Both Last Mile and Middle Mile Components

Type of Proposed Broadband Construction *

Select...

Names of All Other Broadband Service Providers Serving this Application Area: *
Provide information as to the known coverage percentage provided by each in the area addressed by the proposed project.

Identify the speeds currently available for each type of location, using the ranges provided on the table in the Application Guidance, and the improved speeds that will be offered if the project is awarded allocation funding. *

Refer to the [Application Guidance] for more information.

Unserved and Underserved Documentation

Unserved and Underserved Documentation Upload *

Select up to 74 files to attach. No files have been attached yet. You may add 74 more files.

Refer to the [Application Guidance] to complete this portion of the application.

Part V - Community Participation

Provide Evidence of Community Support for Project *

Select up to 70 files to attach. No files have been attached yet. You may add 70 more files.

Examples include letters endorsing the project and describing the need for broadband improvements from residents, businesses, legislators, congressional representatives, etc.

Part VI - Project Readiness
Use of Funds

Please use the following [Use of Funds] document for this portion for the application.

Ineligible expenses include:
- Expense prior to award
- Contract execution
- Broadband allocation program cannot provide reimbursement for any expenses incurred prior to the date that the allocation contract is executed. Any such expenses may not be included as allocation eligible expenses.
- Video or voice services
- Advertising
- General operations
- Non-broadband related liabilities of the applicant
- Marketing activities

Recommended minimum budget categories for "Use of Funds" table above are as follows: [Applicant may add other budget categories as needed]
- Construction - Labor - Last Mile
- Construction - Labor - Middle Mile
- Construction - Materials
- Electronics
- Customer Premise Installation - Labor
- Customer Premise - Equipment
- Professional services and engineering

Use of Funds Upload *

Upload a file. No files have been attached yet.


List of Eligible Elements to be Purchased or Utilized

Provide a list or schedule of all allocation eligible elements to be purchased or utilized for the proposed project.

List of Eligible Elements to be Purchased or Utilized Upload *

Select up to 74 files to attach. No files have been attached yet. You may add 74 more files.


Will additional costs related to this proposed project that are not eligible costs be incurred in order to deploy broadband to this area? *

- Yes
- No

Please provide all budgetary engineering designs, diagrams, and maps that demonstrate the viability of the proposed project with certification stamps. *
Select up to 74 files to attach. No files have been attached yet. You may add 74 more files.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpeg, .png, .svg, .tif, .tiff

Certification from registered Professional Engineer. *

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpeg, .png, .svg, .tif, .tiff, .epub, .key, .mobi, .mus, .muss, .ppt, .pptx, .sib, .xls, .xlsx, .zip

This engineering stamp certifies the survey of the area's project.

Demonstrate that the installed broadband infrastructure is scalable to speeds of at least 100 Mbps download and 100 Mbps upload. *

Select up to 74 files to attach. No files have been attached yet. You may add 74 more files.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpeg, .png, .svg, .tif, .tiff

This information must be certified by either the manufacturer of the equipment to be utilized, or by a registered Professional Engineer.

Certification from manufacturer or registered Professional Engineer of equipment to be utilized. *

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpeg, .png, .svg, .tif, .tiff, .epub, .key, .mobi, .mus, .muss, .ppt, .pptx, .sib, .xls, .xlsx, .zip

Project Construction Permits and Approvals

Have all required municipal/city/township/county/state approvals necessary for this project to begin construction from area planning commission/zoning authority/road authority/railroad crossing entity, etc. been identified and included in the project schedule? *

- Yes
- No

Itemize and upload the approvals that will be required prior to project construction with the corresponding entity that will provide approval. *
Provide a brief description of the process required to obtain approval. *

Have all state environmental review requirements necessary for this project to begin construction been identified, if applicable? *

- Yes
- No

Due to its location, will the proposed project potentially impact local/state/federal historic architectural or archeological resources? *

- Yes
- No

Will you provide lease agreements and/or a narrative to use existing infrastructure? *

- Lease agreements
- Narrative to use existing infrastructure

Select all that apply.

Project Implementation

Will the Applicant offer the broadband services for a minimum five year period? *

- Yes
- No

Provide the proposed pricing structure [by associated download and upload speeds] for all broadband services to be offered in association with this project. *

Limit: 1500 characters

Demonstrate that speeds meet and exceed Montana law broadband speed requirements. If applicable, include a low-income pricing model. Include provisions that do not include data cap limitations for service and pricing.

Please also provide the proposed stand-alone pricing for unbundled internet-only service at 25 Mbps download and 10 Mbps upload, for 100 Mbps download and 20 Mbps upload [if applicable], and for 100 mps download
and 100 mbps upload [if applicable]. *

Describe stand-alone pricing for all broadband speed levels applicable to the project, and demonstrate that speeds meet and exceed Montana law speed requirements.

Will any additional equipment be required — or any separately chargeable service installation elements apply — to activation or turn-up of individual customer locations? *

- Yes
- No

Describe what initiatives the Applicant will undertake to communicate its proposed marketing plan to its prospective broadband services customer base. *

The marketing plan should include activities to communicate the award of the proposed allocation project, the timing and availability of constructed broadband service, and Applicant plans on how to optimize broadband subscription rates once service becomes available.

Number of Montana full-time equivalent (FTE) jobs currently employed by the provider in the project areas: *

Number of Montana full-time equivalent (FTE) jobs to be employed by the provider for 5 years following completion of construction: *

---

Project Schedule

Provide the proposed project schedule which must reflect all key planning, procurement, construction, installation, testing, and service activation milestones. *

Select up to 74 files to attach. No files have been attached yet. You may add 74 more files.


See the [Application Guidance] for more information on the Project Schedule.
Provide a financial plan for the proposed project, including a description of how the costs and anticipated revenue will result in the financial viability of the project over time. *

Select up to 74 files to attach. No files have been attached yet. You may add 74 more files.


See the [Application Guidance] for more information on the Financial Plan.

Describe why the proposed project would not be feasible without the award of the requested broadband allocation funds. *

Refer to the five year financials prepared above and demonstrate the difference in proposed project payback years with and without the requested allocation funding.

Is the Applicant leveraging all funding sources that may apply to the proposed project area? *

- Yes
- No

If the proposed project leverages existing broadband networks, or the proposed project will be built in conjunction with other existing broadband infrastructure in the proposed project area to expand service areas to include unserved or underserved regions of the state, please identify and give the specific examples of the other preexisting project[s] and the associated leveraged funds associated with that project. Include any prior awards for CAF II, ACAM, USDA/RUS loan or ReConnect funds, ARRA, E-rate, or any other federal, state, or local rural broadband funding that may be geographically associated with the proposed project. Include any current or proposed lease agreements for existing implemented infrastructure that is being utilized for the proposed project area.

If the proposed project leverages existing broadband networks, or will be built in conjunction with other broadband infrastructure projects to expand service areas to include unserved or underserved regions of the state, please give specific examples identifying the other project and the associated leveraged funds.

Part VII - Project Sustainability Instructions

Provide technical expertise statement *

Limit: 1500 characters

Include any prior awards for CAF II, ACAM, USDA/RUS loan or ReConnect funds, ARRA, E-rate, or any other federal, state, or local rural broadband funding. Include any current or proposed lease agreements for existing infrastructure that is being utilized for the proposed project area.
Provide a narrative statement detailing all the relevant technical expertise of the Applicant; and the Applicant's specific prior experience in providing broadband services in Montana (and in other states, if applicable.)

Part VIII - Applicant Affidavit

Applicant Affidavit Upload *

Select up to 5 files to attach. No files have been attached yet. You may add 5 more files.

The primary Applicant must provide a signed, dated, and witnessed affidavit or resolution that shows official Applicant support for and approval of the application as well as a commitment to provide the Applicant's matching funding.

BEFORE YOU SUBMIT

Please Note:

- The verification of receipt will only go to the email address associated with the person that registered for the Submittable account.
- Once you have completed your application, please click "Save" and "Submit".

Save Draft  Submit