

Montana BEAD Program Main Round Application Guide

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Version History

Version	Date	Update
1.0	8/2024	Initial draft created.
2.0	9/2024	Updated Sample Legal Opinion (Appendix L).



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INTRODUCTION

The Broadband Equity, Access, and Deployment Program (BEAD) is designed to expand high-speed internet access by funding planning, infrastructure deployment, and broadband adoption programs across the country. BEAD is administered by the National Telecommunications and Information Administration (NTIA).

The ConnectMT Broadband Office's vision is to close the digital divide in support of Montana's economic, workforce, health, and educational goals by ensuring reliable, affordable internet access for everyone in the state. Montana aims to increase broadband access and adoption by pairing broadband deployment with digital opportunity efforts.

The state of Montana (MT) was awarded close to \$629 million in BEAD funding to connect all unserved and underserved locations in the state with reliable and affordable broadband.

The BEAD program directs Eligible Entities (in this case, the state of Montana) to create and implement an open, fair, and competitive subgrantee selection process. Working in partnership with the state, subgrantees will be responsible for completing eligible activities that promote the goals and objectives of the BEAD program.

The ConnectMT Broadband Office will execute the subgrantee selection process across three phases:

1. **Map Challenge Process.** Nonprofits, internet service providers (ISPs), and local governments can submit challenges to the broadband map, which identifies unserved and underserved locations eligible for BEAD funding.
2. **Prequalification.** Applicants submit materials for Prequalification review, to confirm that they meet the BEAD minimum eligibility requirements.
3. **Main Round Application.** Prequalified applicants are invited to submit project proposals in the Main Round.

The purpose of this document is to provide applicants with clear and comprehensive guidance on the Montana BEAD Main Round application process and to assist users in understanding the necessary steps, requirements, and procedures involved in submitting their applications successfully. At the end of this document, you will find a Glossary of Terms with explanations of key terminology used.

PROGRAM ELIGIBILITY

Prior to entering any subgrantee agreements, ConnectMT Broadband Office will verify that the prospective subgrantee:

- Is capable of carrying out activities funded by the subgrant in a competent manner in compliance with all applicable federal, Eligible Entity, and local laws;
- Has the financial and managerial capacity to meet the commitments of the subgrantee under the subgrant, the requirements of the program, and other requirements prescribed by the assistant secretary or the Eligible Entity; and
- Has the technical and operational capability to provide the services promised (at least 100/20 Mbps) in the subgrant in the manner contemplated by the subgrant award.

ELIGIBLE APPLICANTS

Eligible applicants for a BEAD subgrant include cooperatives, nonprofit organizations, public-private partnerships, private companies, public or private utilities, public utility districts, or local governments. Please note that, to begin the Main Round application, users must first provide information in the Prequalification section of the application. Applicants will have a chance to update this information if needed.

ELIGIBLE PROGRAM AREAS

The ConnectMT Broadband Office has opted to allow applicants to define their proposed broadband project areas consisting of existing Census Block Groups (CBGs). Please note that applicants must propose to provide service to all unserved (less than 25 Mbps) and underserved (between 25/3 Mbps and 100/20 Mbps) Broadband Serviceable Locations (BSLs) in any CBGs they offer. A list of the CBGs, associated grant-eligible BSLs and community anchor institutions (CAIs), and benchmarking reference pricing will be published before the Main Round application window opens. CBGs in a proposed project area do not need to be contiguous.

BEAD ELIGIBLE LOCATIONS

The ConnectMT Broadband Office will publish the approved results of the Challenge process which include all eligible BSLs and CAIs. This list includes the FCC location ID for all locations determined to be eligible for funding under the BEAD program. Preliminary results have been posted on the [ConnectMT website](#) and these files will be updated to reflect the final approved locations after NTIA approval.

BENCHMARK REFERENCE PRICING

Calculated for each CBG, the reference funding benchmark serves as an objective reference against which individual applications can be scored equitably. The reference funding dataset is a tool for applicants in preparing their applications and is available on the [Connect MT website](#). The Reference Funding Benchmark dataset includes the reference funding benchmark for each CBG and indicates which CBGs are designated as high cost. It also indicates if a CBG intersects with federally defined tribal lands and outlines the number of Broadband Serviceable Locations (BSLs) and community anchor institutions (CAIs) that are unserved or underserved in a CBG.

BEAD ELIGIBILITY MAP

The ConnectMT Broadband Office has provided a BEAD Eligibility Map tool. The BEAD Eligibility Mapping tool categorizes BSLs and CAIs in the state as served, underserved, or unserved based on Montana's BEAD Challenge process. Users can explore eligible locations within Census Block Groups for planning purposes. Data is current as of May 2024 and reflects federal broadband investments. Users may also request access to download information from the map.

To request access, users must have an Okta account:

- Sign in to <https://login.mt.gov> using one of the following methods:
 - For first sign-on, sign in with your existing ePass Montana login email address; or
 - Create a new account through <https://login.mt.gov>.
- Visit <https://okta.mt.gov/Help> for additional assistance with Okta.

After creating an Okta account, potential applicants may request access to the Montana BEAD Eligibility Map by submitting the form found on the [ConnectMT website](#).

GRANT-ELIGIBLE SUBGRANTEE COSTS

Table 1 lays out eligible and ineligible program costs according to and in conjunction with Montana State policy.

Table 1: Eligible and ineligible program costs

Eligible	Ineligible
Construction, improvement, and/or acquisition of facilities and telecommunications equipment required to provide qualifying broadband service, including infrastructure for backhaul,	Any costs incurred prior to issuance of NTIA's NOFO

Eligible	Ineligible
<p>middle- and last-mile networks, and multi-tenant buildings.</p> <p>Existing inventory may be used for an approved project but will be subject to review and approval by MBO. Awardees must submit sufficient documentation to justify costs.</p>	
<p>Long-term leases (for terms greater than one year) of facilities required to provide qualifying broadband service, including indefeasible right-of-use (IRU) agreements. IRU costs will be limited to the upfront cost for the IRU and three years of the annual maintenance costs.</p>	<p>Profit, fee, or other incremental charge above actual cost incurred by a subgrantee</p>
<p>Deployment of internet and Wi-Fi infrastructure within an eligible multifamily residential building</p>	<p>Telecommunication equipment from foreign companies as specified under the Secure and Trusted Communications Networks Act of 2019</p>
<p>Engineering design, permitting, and work related to environmental, historical, and cultural reviews</p>	<p><i>Interim or bridge financing costs</i></p>
<p>Personnel costs, including salaries and fringe benefits for staff (<i>note exceptions per MT DOA's Pre-Award Policy Memo</i>) and consultants, providing services directly connected with the execution and deployment of the BEAD subgrant</p>	<p>Any activities supporting or opposing collective bargaining</p>
<p>Network software upgrades, including, but not limited to, cybersecurity solutions</p>	<p>Personal expenses of employees, executives, board members, and contractors, and family members thereof, or any other individuals affiliated with the Subgrantee, including but not limited to personal expenses for housing, such as rent or mortgages, vehicles for personal use and personal travel, including transportation, lodging, and meals</p>
<p>Training for cybersecurity professionals who will be working on BEAD-funded networks</p>	<p>Gifts to employees; housing allowances or other forms of mortgage or rent assistance for employees except that a reasonable amount of assistance shall be allowed for work-related temporary or seasonal lodging; cafeterias and dining facilities; food and beverage except that a reasonable amount shall be allowed for work-related travel; entertainment</p>
<p><i>Reasonable pre-award costs incurred before the period of performance</i></p>	<p>Expenses associated with: tangible property not logically related or necessary to the broadband infrastructure project or authorized non-deployment use; corporate aircraft, watercraft,</p>

Eligible	Ineligible
	and other motor vehicles designed for off-road use except insofar as necessary or reasonable to access portions of the project area not readily accessible by motor vehicles travelling on roads; tangible property used for entertainment purposes; consumer electronics used for personal use; kitchen appliances except as part of work-related temporary or seasonal lodging assistance; artwork and other objects which possess aesthetic value
<i>Legal and Administrative Services (including legal and appraisal services)</i>	Political contributions; charitable donations; scholarships; membership fees and dues in clubs and organizations; sponsorships or conferences or community events not logically related or necessary for the intended use of the subgrant; nonproduct-related corporate image advertising
<i>Easements and land purchases (may be subject to an appraisal and reimbursement limited to an appraised value)</i>	Penalties or fines for statutory or regulatory violations; penalties or fees for any late payments on debt, loans, or other payments

*Italicized items are ones not specified directly in the BEAD NOFO

APPLICATION REQUIREMENTS

APPLICATION TIMING

The Main Round Application for the BEAD program will open August 13, 2024. Dependent on NTIA approval of the Montana Challenge Process results, the main round will remain open for 60 days.

APPLICATION PORTAL

To access the Main Round application portal in AmpliFund, Montana's grants management site, users must first provide information in the Prequalification phase. More information about the Prequalification process and application is available on the [ConnectMT website](#).

NAVIGATING THE APPLICATION PORTAL

Users can access their existing Prequalification application at this [link](#) and the upcoming Main Round Priority application at this [link](#) and the Main Round Non-Priority application at this [link](#).

ASSIGNING USERS

If necessary, Administrators can add or remove users from their account. As a reminder, there are two user roles:

- An **Administrator** can initiate, modify, and submit an application. A user with an Administrator role must be the [Authorized Organizational Representative \(AOR\)](#)—the person who is legally able to make financial decisions, sign contracts on the applicant's behalf, and submit your application.
- An **Editor** can modify an application or collaborate but cannot submit. An Editor can be any user who is authorized to edit your application.

HOW TO START AN APPLICATION

Applications may be started from previously saved opportunities or may be started directly from the opportunity link after registering.

1. Use the opportunity link from the funder: [Main Round Priority application](#) and [Main Round Non-Priority application](#).
2. On the opportunity details page, click Apply.

BEAD Main Round Application

Print

Help

Download

Apply

Figure 1: Image of the header of the Opportunity Details page.

--OR--

1. Open the Applicant Portal.
2. Click the AmpliFund logo in the top-left corner of any page.



Figure 2: Screenshot of AmpliFund logo.

3. Select Applications.

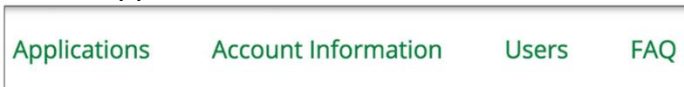


Figure 3: Screenshot of the banner found at the top of the Applicant Portal.

4. Click an opportunity name.
5. Click Apply.

BEAD Main Round Application

Print

Help

Download

Apply

Figure 4: Image of the header of the Opportunity Details page.

Generally, functionality at the bottom of each section will include the option to:

- **Save.** Save progress and remain on current page.
- **Mark as Complete.** Indicate the form has been completed.
- **Save & Continue.** Save progress on the page and move on to the next section or form.

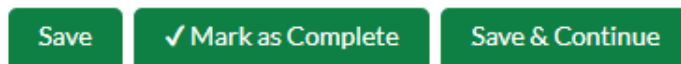


Figure 5: Buttons on the bottom of each section of the application.

Each section of the application has a separate form. Forms do not need to be completed in order, but each form must be marked as Complete prior to submission.

The Navigation toolbar at the top center of the application window provides quick overview of progress and easy access to all sections of the application. Once a section of the application is marked as Complete (at the bottom of each application section), a checkmark will appear on the section header.

Once all sections have been completed and the checkmark displays in the navigation timeline (Figure 1), a user with the Administrator role can click the Submit button. Once Submitted, applications cannot be modified.

NOTE: You must mark each section Complete to submit your application.

BEAD Main Round Application



Figure 6: Application navigation timeline.

HOW TO VIEW THE APPLICATIONS LIST

Saved and submitted applications can be viewed on the Applications list:

1. Click the AmpliFund or Montana logo in the top-left corner of any page.



Figure 7: AmpliFund logo (button) and Montana logo (button)

2. Click Applications to view a list of active applications.



Figure 8: Banner at the top of the Applicant Portal.

HOW TO DELETE AN APPLICATION

Once deleted, applications will no longer be accessible.

Prerequisite: Must be an Administrator, and the application cannot already have been submitted.

1. Click the AmpliFund logo in the top-left corner of any page.



Figure 9: AmpliFund logo (button)

2. Click Applications.



Figure 10: Banner at the top of the Applicant Portal.

AMPLIFUND SUPPORT SITE

If you are having technical difficulties with the AmpliFund system, please use the AmpliFund support site to resolve any issues. If you have questions about application content or requirements, please email ConnectMT Broadband Office BEAD Technical Assistance at connectmttechassistance@mt.gov.

- **Submit a support ticket:** support@amplifund.zendesk.com
- **Visit the support portal:** <https://amplifund.zendesk.com>
- **Supported browsers:** Google Chrome (current supported releases), Mozilla Firefox (current supported releases), Microsoft Edge (current supported releases), Microsoft IE 11 +, and Apple Safari 10+

APPLICATION RESOURCES

The ConnectMT Broadband Office Broadband Office will post this application guide, templates, updated FAQ documents, and relevant application portal links to the [ConnectMT website](#). All templates referenced in this guide are found in the Appendices and also on the Internet Service Provider Information page of the [ConnectMT website](#) under BEAD Application Materials. Any changes to the documents will be noted in the version history.

CONFIDENTIALITY

It is not the intention of the ConnectMT Broadband Office to collect [trade secret](#), [confidential](#) or [personal](#) information, as defined by Montana law, and applicant should refer to Montana law when determining if information is trade secret, confidential or personal. If an applicant is going to provide information in the grants management system that applicant believes contains trade secret, confidential or personal information, applicant should redact (only) the portions that contain that information, while being careful to still satisfy the purpose for which ConnectMT is requesting the information. The grants management system has the capability to receive and separately save files which applicants deem “confidential.” Files submitted by applicants as “confidential” will be maintained as “confidential” by ConnectMT Broadband Office throughout the BEAD application process. However, in the event the DOA receives a public records request for BEAD application information, DOA must review all of the application materials - including the confidential files – to determine whether any information is truly confidential and exempt from the public records request under Montana law. ([§ 2-6-1002, MCA](#)). In general, all records received and held by the DOA

are “public information” and “public records” are subject to public disclosure, unless exempted from public disclosure as “confidential information.”

APPLICANT INSTRUCTIONS FOR UPLOADING CONFIDENTIAL INFORMATION

To keep all confidential information, separate from the main application records please follow the instructions below.

Any documents deemed by the applicant to include confidential information, trade secrets, or personal information **MUST** be uploaded separately into the “Confidential Documents” field located in Section 10. These documents must be updated as a single PDF and the file name must include the Applicant’s name and the words **CONFIDENTIAL INFORMATION** in the file name.

It is also the applicant’s responsibility to reference pertinent information that may be included in the confidential documents file in response to each question that fits the criteria, or the applicant could be deemed non-responsive.

Please note that if a file, that is required in another part of the Application, is marked as confidential and uploaded in AmpliFund in Section 10, please reference that their response is consider confidential and is located in the Confidential Documents section of the Application. For example, if an applicant specifies project-related resumes required under question 6.2 are confidential and uploads them in Section 10 an applicant is still required under question 6.2 to upload documentation that notes that these resumes are confidential.

APPLICATION REVIEW PROCEDURES

Each application will be reviewed and scored per proposed project area. In accordance with BEAD guidance to maximize the use of fiber, bids will be categorized as either Priority or Non-Priority. Priority bids will be evaluated first for every project area. For project areas that receive both Priority and Non-Priority bids, the ConnectMT Broadband Office will first review the Priority bid(s). The ConnectMT Broadband Office will also conduct a holistic review of the applicant's financial, managerial, technical, and operational capabilities per Montana Initial Proposal Volume II ([IPVII Section 2.4.11-17](#)).

APPLICATION COMPONENTS

The following sections provide a detailed explanation of each component of the Main Round application. Prequalification applicants found to not meet the BEAD minimum eligibility requirements will not be invited to submit a Main Round application.

NOTE: *A new application must be created for each separate proposed broadband project. If submitting multiple applications, the proposed broadband project areas cannot overlap. In other words, each CBG must appear in only one proposed broadband project area per project type (Priority or Non-Priority).*

SELECT PROJECT TYPE

The ConnectMT Broadband Office designed subgrantee selection criteria consistent with NTIA guidance and state law. NTIA guidance requires the subgrantee selection process to prioritize projects providing end-to-end fiber-optic facilities to each end-user premises, these are Priority Broadband projects. Any project that includes non-fiber technology as part of the proposed solution is considered a Non-Priority Broadband project. A Non-Priority Broadband project must still propose a solution that meets NTIA's definition of Reliable Broadband service if the technologies used consist wholly of fiber, HFC, DSL, licensed fixed wireless, or a mix of these. If no Reliable Broadband (Priority or Non-Priority) project can be awarded for certain areas, other technologies (such as unlicensed fixed wireless and satellite) may be awarded. However, they must still be considered Qualified Broadband, which means end-users will be able to receive at least 100/20 Mbps service. ([BEAD NOFO](#) p 37)

As outlined in the Montana Initial Proposal Volume II ([IPVII Section 2.4.2.A.ii](#)), Priority Broadband Projects will be evaluated based on minimal BEAD program outlay, affordability, fair labor practices, speed to deployment, and additional prioritization factors. Non-Priority projects will be evaluated based on minimal BEAD program outlay, affordability, fair labor practices, speed to deployment, speed of network and other technical capabilities, and additional prioritization factors.

Priority and Non-Priority applications will be accepted in tandem in the Main Round application process. To start your application, you will need to select whether it is a:

- **Priority Application.** A project that will provide service via end-to-end fiber-optic facilities to each end-user premises.
- **Non-Priority Application.** A project that will provide a partially or wholly non-fiber technology, which could include HFC, DSL, licensed fixed wireless, or a mix of these technologies.

NOTE: *Information cannot be transferred from one application to another or from one application type to another application type.*

PRIORITY APPLICATION

PROJECT INFORMATION

SUMMARY

After reviewing the Opportunity Details at the start of the application, applicants should proceed to the Project Information section using the "Save & Continue" button located at the bottom of the screen, or the Navigation toolbar.

APPLICATION QUESTIONS

Application Name: In the Project Information section, Applicants will need to provide a project name. The project naming convention should be as follows to distinguish among projects in the same county:

- Applicant Name - Primary County of Project – Number (if necessary).

For example, if an ISP called Magic Fiber submitted three projects, two in Carbon County and one in Valley County, the project names would be: MagicFiber – Carbon – 1, MagicFiber – Carbon – 2, and MagicFiber – Valley. If your project area covers multiple counties, list only the primary county.

Limit names to 50 characters. No special characters with the exception of whitespace (spacebar), underscore (_), or hyphen (-) are allowed.

How much are you requesting from the funder?: Provide the number rounded up to the nearest cent.

How much are you planning to contribute to the budget:

- **Cash Match Requirement:** Provide the number rounded up to the nearest cent.
- **In-Kind Match Requirement:** Provide the number rounded up to the nearest cent.
- **Total Award Budget:** This amount is automatically calculated.

Primary Contact Information: The required fields in the primary contact information section should auto-fill based on the applicant's registration information, but please take a moment to ensure that all fields are correct and include a phone number if available.

Name: This field will automatically include your name.

Email Address: Please enter the primary contact information for the application.

Address, City, State/Province, Postal Code: Please enter the Company's address information

Phone Number: Please enter the phone number for the primary contact

Once all fields are completed, applicants can mark the form as complete using the green "Mark as Complete" button located at the bottom of the screen, and then proceed to the next screen using the "Save & Continue" button. It is also possible to proceed without marking the form complete, but applicants will need to return to the page and mark complete in order to submit.

TEMPLATES AND DOCUMENTS TO PREPARE

- None

SECTION 1: ADMINISTRATIVE

SUMMARY

This section of the application includes company details and primary and secondary contact information. Applicants can provide updated information from the Prequalification application if necessary.

APPLICATION QUESTIONS

1.1—Applicants will need to provide a project name. The project naming convention should be as follows to distinguish among projects in the same county:

- Applicant Name - Primary County of Project – Number (if necessary).

For example, if an ISP called Magic Fiber submitted three projects, two in Carbon County and one in Valley County, the project names would be: MagicFiber – Carbon – 1, MagicFiber – Carbon – 2, and MagicFiber – Valley. If your project area covers multiple counties, list only the primary county.

Limit names to 50 characters. No special characters with the exception of whitespace (spacebar), underscore (_), or hyphen (-) are allowed.

1.2—Applicants will need to confirm their contact information. Please use the appropriate fields prompted by AmpliFund to update your contact information.

TEMPLATES AND DOCUMENTS TO PREPARE

- None

SECTION 2: METRICS

SUMMARY

This section of the application requests key metrics for the proposed broadband project, including the total project cost, the amount that will be requested as a grant, and the amount the applicant will provide as a match. You will be asked for more granular cost information later in the application, but your grant request and proposed match should add up to the total cost. The match can be cash or in-kind or a mix thereof but must be compliant with eligible expenses, as summarized in the Grant-Eligible Subgrantee Costs subsection above.

Disclaimer: Information submitted in this section will only be used for informational purposes. Application scores and evaluation will be conducted using materials and information submitted in the other sections of the application.

You will also be asked to provide key project metrics, such as total number of serviceable locations, route miles, and funding requests, along with a project description.

APPLICATION QUESTIONS

2.1—Please provide your proposed Total Funding Request (how much grant funding you are seeking with this application) (IPVII Section 2.14.2). Provide the number rounded up to the nearest cent.

2.2—Please provide your proposed Total Match amount. Provide the number rounded up to the nearest cent.

For Applicant Awareness: Generally, the minimum match requirement is 25% of the project's total cost, but it may be lower if your project includes High-Cost Areas (HCAs) because there is no match requirement for CBGs that are HCAs.

2.3—Please provide the proposed total project cost, which should be the total of your funding request and your match. Provide the number rounded up to the nearest cent.

2.4—Please select the technology type(s) for your proposed priority project.

2.5—Please provide the estimated number of route miles for the new project build. Route miles are defined as proposed miles of new, non-overlapping fiber construction. It does not include existing leased fiber, or slack. Provide the mileage estimate rounded up to the nearest whole number.

2.6—Please provide a brief description of your project that will be used for public announcements. Include description of area, number served, and expected outcomes. You may also include the type of facilities and service offerings (IPVII

Section 2.9.1) This description should summarize your project in non-technical, easy-to-understand language.

Sample Public Project Description: General Telco Company broadband expansion project is set to bring high-speed internet to [insert area name]. Serving [insert number] households and [insert number] businesses, our goal is to bridge the digital divide and spur economic growth. With improved connectivity, residents can expect enhanced educational opportunities, streamlined access to services, and increased economic development. Join us as we empower our community with the tools for a brighter future.

TEMPLATES AND DOCUMENTS TO PREPARE

- None

SECTION 3: SCORING CRITERIA

SUMMARY

This section of the application comprises project evaluation and compliance activities. It covers aspects such as cost assessment, labor standards, completion timelines, infrastructure proximity, organizational tenure, and service provisions in HCAs. The questions below will help the state understand your company's record of service and collect information about your proposed project. As the section title indicates, the answers you provide will be central to the scoring of your application. Scoring is based on the rubric published in Montana's Initial Proposal Volume II ([IPVII Section 2.4.2.C.i](#)) and in [Appendix C](#).

APPLICATION QUESTIONS

3.1—Please upload the completed [Census Block Group \(CBG\) templated .csv file](#) for your project.

For Applicant Awareness: For each CBG included in the proposed broadband project area, please enter the county name, CBG ID number, the number of Community Anchor Institutions (CAI) you are proposing to connect, and your proposed broadband project funding request amount for deploying the proposed broadband project area in that CBG. The sum of the costs in each CBG should total to the BEAD outlay for the proposed broadband project. When prompted by the portal, please upload a .csv file with this information to AmpliFund.

NOTE: All application templates are available on the [ConnectMT website](#) and the CBG template is included in [Appendix B](#).

3.1A—Please identify which version of the Montana BEAD Challenge Results data you are using as part of your application. Include the name of the file, whether it is for unserved or underserved locations, and date of publication.

NOTE: All Challenge Results data can be accessed on the [ConnectMT website](#) and found under "Challenge Process Results."

3.2—Does the applicant commit to offering its existing 1/1 Gbps service rate to new customers in the BEAD project areas or if applicant does not currently offer 1/1 Gbps service, does the applicant make a forward-looking commitment to offer the same rate across all locations?

For Applicant Awareness: Applicants must decide whether they will commit to offering a symmetrical (1/1 Gbps for Priority Broadband) service at the same price to new customers in BEAD project areas as they do for current customers. Applicants that do not currently offer a symmetrical service may make a forward-looking commitment to

offer the same price across all locations. Applicants that elect to make this commitment will receive the full 20 points available for affordability.

3.2A—Do you currently offer a 1/1Gbps broadband service?

℞ For Applicant Awareness: Applicants who select “No” will not see 3.2B. 3.2B is only visible to applicants who have selected “Yes” to 3.2A.

3.2B—Please provide evidence of the rate for which applicant offers 1/1 Gbps service to its existing customers.

3.3—Are you a new entrant?

A new entrant is defined as an entity that does not have experience providing at least two years of voice and/or broadband service and is not an electrical transmission service provider.

℞ For Applicant Awareness: Applicants who select “Yes” should move on to question 3.5. Applicants who select “No” should move on to question 3.4.

3.4—Please verify whether your organization has been cited for any fair labor violations under the Federal Fair Labor Standards Act.

℞ For Applicant Awareness: Applicants who select “No” will not see 3.4A and will proceed to 3.4B. 3.4A is only visible to applicants who have selected “Yes” to 3.4.

3.4A—How many violations do you have? The number of violations should include both the applicant and its contractors or subcontractors. The total count should include violations of the Occupational Safety and Health Act, the Fair Labor Standards Act, or any other applicable labor and employment laws for the preceding three years ([BEAD NOFO](#) p 56).

3.4B—Please provide details describing your record, policies, and practices to ensure past compliance with federal fair labor laws, according to the requirements outlined in Montana’s BEAD Initial Proposal Volume II ([IPVII Section 2.7.1](#)). Additionally, if the applicant has any fair labor violations, include a description of the violation(s) and subsequent remediation.

℞ For Applicant Awareness: Applicants will, in part, be scored based on their past record of compliance with federal fair labor laws. The application point scale is the following: applicants with no history of violations will receive 13 points, applicants with one violation will receive six points, and applicants with two or more violations will not receive any of the 13 points afforded by compliance with the Federal Fair Labor Standards Act.

3.5—Please indicate whether the applicant makes a forward-looking commitment to complying with all federal fair labor laws.

By checking this box, I certify on behalf of my organization that I commit to comply with all federal fair labor laws.

For Applicant Awareness: New entrants that certify this forward-looking commitment will earn 13 points.

3.6—Please indicate whether you commit to offering Davis-Bacon prevailing wages for your project.

For Applicant Awareness: Applicants that commit to offering Davis-Bacon prevailing wages will receive an additional two points. By electing to claim points for offering prevailing wages, the applicant is committed to doing so for the life of the project and subject to monitoring and compliance actions if found to be in violation of this commitment ([IPVII Section 2.17.1](#)).

3.7—Please provide how many months the applicant commits to taking to complete the project, including build-out and initiation of service.

This response should be by number of months, rounded down to a whole number. For example, a project that will be completed within 47 months and 30 days should be rounded down to 47. A project completed in 47 days and 31 days (48 months) should be entered as 48.

For Applicant Awareness: One point will be awarded for any project committing to a timeline less than 48 months.

3.8— Please provide the proximity of the proposed served area to the applicant’s network’s closest broadband infrastructure, measured as a direction “point-to-point” mileage, rounded to two decimal places.

For reference, **Table 2** summarizes the number of points you will receive based on that proximity.

Table 2: Points for Priority Broadband based on proximity

Proximity to Proposed Network Design	Points for Priority Broadband
≤1 mile	4
>1 mile and ≤5 miles	3
>5 miles and ≤10 miles	2
>10 miles and ≤15 miles	1
>15 miles	0

3.8A—Please provide supporting data to verify the distance indicated in the previous question. You will be presented with two options for validation:

1. Provide the FCC Location ID for a BSL you currently provide broadband service to, and the nearest FCC Location ID you intend to serve in your project scope as one method of validation.

NOTE: *The location chosen for your current network must identify you as a service provider in the official ConnectMT BEAD fabric.*

2. Alternatively, provide an FCC Location ID you intend to serve in your project scope along with the geolocation data (latitude and longitude) for a specific access point on your network (e.g., splice case, vault, pedestal) for which you intend to extend your network from as part of the project scope. If you choose the geolocation method, you will also be asked to provide two pieces of supporting documentation:
 - A geo-located photograph of the existing network access point identified in the latitude and longitude coordinates. The photograph must be legible and clearly show an eligible network access point and should be in a PDF or JPEG format.
 - A network design drawing showing where and how the identified access point is connected to your existing network. This drawing should be in a PDF or JPEG format.

3.9 Please provide the length of time the applicant has been providing broadband service in the state.

This response should be by number of years, rounded down to the whole number of completed years. For example, if you have provided broadband service in Montana for 9.5 years, enter “9” in this field. For the purposes of this question, “broadband service” is defined as providing any telecommunications service (e.g. telephone, cable).

For Applicant Awareness: One point will be awarded for every 10 years of service, with a potential for four points.

3.9A —Please provide documentation (articles of incorporation, historical financial statements showing provision of service, Federal Communications Commission (FCC) filing) to justify your claim of length of service in the state.

3.10—Please indicate if your proposed broadband project service area includes at least one High-Cost CBG designated as high-cost by NTIA as part of the BEAD allocation process.

The High-Cost CBGs can be found in the [BEAD Allocation Methodology](#). The CBG spreadsheet submitted for question 3.1 will corroborate if the project service area includes at least one High-Cost CBG.

For Applicant Awareness: Any project areas with at least one high-cost CBG will be awarded one point.

DOCUMENTS TO PREPARE

- CBG Template;
- Documentation of labor record, policies, practices;
- Documentation justifying length of service in PDF, Word, or Excel format;
- Geo-located photograph of the existing network access point identified in the latitude and longitude coordinates in PDF or JPEG format; and
- Network design drawing indicating the network access point identified in the latitude and longitude coordinates in PDF or JPEG format.

SECTION 4: FINANCIAL CAPABILITY

SUMMARY

This section of the application allows for updates from the Prequalification application and submissions related to financial documentation. Applicants must articulate any financial changes since their Prequalification application. If needed, they can provide updated financial statements, including audited statements, interim financial statements, and updates to the Statement of Executive Authority. Additionally, applicants are required to submit documentation certifying their access to the available funds for all project costs that exceed the requested grant amount.

APPLICATION QUESTIONS

4.1—Would you like to update the financial documents (audited financial statements, interim financial statements, and Statement of Executive Authority) you submitted as part of your Prequalification application?

4.1A—If yes, please upload the new documents and provide a brief statement detailing why new documents are being provided.

4.2—Please upload documentation from a third-party financial institution, if appropriate, certifying access to the available funds for all project costs that exceed the requested grant amount. A third-party financial institution could include a bank, Non-Banking Financial Company (NBFC) or any other financial institution as designated by the company with whom the Participant shall execute a grant or loan agreement. If additional funds will be internally generated funds, please identify that funds will be designated for construction purposes. The documentation should include:

- Financial institution's name and address;
- Official financial institution statement;
- Balance of funds in the financial institution's checking and savings accounts;
- Balance of total funds; and
- Signature of authorized financial institution personnel.

4.3—Please provide a letter from a bank confirming the commitment to issuing an Irrevocable Standby Letter of Credit (ILOC). If electing to submit an ILOC, the bank must meet the requirements listed in 47 C.F.R. § 54.804(c)(2) or comply with NTIA guidance with regards to credit unions outlined in the BEAD Letter of Credit Waiver. If you are electing to have a performance bond, please upload the surety company commitment and terms of conditions. This letter should state the dollar amount (minimum 25% of the subaward for ILOCs and 100% for performance bonds). Applicants may reference the model letter of credit provided when working with a banking institution or surety company. The requirement that the initial letter of credit be for 25% of the subaward amount, or in the case where a subgrantee chooses to utilize a

performance bond 100% of the subaward, allows the initial percentages to be lower, where:

- The Eligible Entity issues funding on a reimbursable basis consistent with ([BEAD NOFO](#) p 50);
- Reimbursement is for periods of no more than six months; and
- The subgrantee commits to maintain a letter of credit or performance bond in the amount of 10% of the subaward until it has demonstrated to the satisfaction of the Eligible Entity that it has completed the build-out of 100% of locations to be served by the project or until the period of performance of the subaward has ended, whichever occurs first.

For Applicant Awareness: The ConnectMT Broadband Office has created a model Irrevocable Standby Letter of Credit for applicants to reference (see [Appendix E](#)).

For Applicant Awareness: Before award, an applicant will be required to submit a legal opinion letter with its ILOC stating that “subject only to customary assumptions, limitations, and qualifications, that in a proceeding under Title 11 of the United States Code, 11 U.S.C. § 101 et seq. (the “Bankruptcy Code”), the bankruptcy court would not treat the letter of credit or proceeds of the letter of credit as property of the winning subgrantee’s bankruptcy estate under Section 541 of the Bankruptcy Code.” See ([BEAD NOFO](#) p 73).

4.4—Please use the narrative outline below to build a business plan and related analyses supporting the long-term viability of the proposed broadband project.

This plan should encompass not only the project specific activities but also any additional company-wide analysis or information that could bolster or threaten the ability for the company to support the project.

Sections should include:

- *Introduction and Executive Summary.* Company overview, business model, market opportunities, and financial standing;
- *Project Description.* Scope, service area, coverage, service plan pricing, and broadband speeds or latency; summary of technical solutions;
- *Market Analysis.* Demand for expanded broadband services, market trends, and potential new subscribers;
- *Financial Assumptions and Financial Feasibility.* Analyzing costs, rate structure, strategy and implementation, funding sources, potential returns, schedule of ratios, financial forecast assumptions, and growth predictions;

- *Risk Analysis.* Strengths, weaknesses, and opportunities while also identifying and mitigating potential risks and uncertainties; and
- *Conclusion and Recommendations.* Summary of project's strengths and why it will succeed with BEAD funding.

For Applicant Awareness: The business plan is a company-wide document with a focus not only on the project but also a projected outlook of the overall business, encompassing growth opportunities, and assumptions driving the project's financial forecasts in the pro forma, such as market trends, pricing strategies, operational efficiencies, and potential risks.

4.5—Please use the template in [Appendix D](#) to provide a project-level pro forma detailing anticipated Capital Expenditures (CapEx), Operational Expenditures (OpEx), projected subscriber numbers (inclusive of unserved, underserved BSLs and potential subscribers), and service pricing. This projection is mandatory and must cover five years of projected financial data. If the project pro forma shows that the project is not cash flow positive within five years, then the applicant must demonstrate losses can be absorbed company wide. Please footnote all key assumptions from the business plan to forecast future financial performance, such as revenue and expenses, in support of the pro forma.

For Applicant Awareness: A project pro forma will be used to assess the project's financial feasibility and evaluate its impact on the overall financial health of the applicant. Essentially, the pro forma will reveal if the project makes fiscal sense to pursue. If a company's audited financial statements or project-level pro forma do not demonstrate cashflow positivity, it may be deemed necessary to submit a company-wide pro forma.

For Applicant Awareness: If the applicant opts to not use the recommended template, it is critical that the applicant ensures that the submitted pro forma includes all the necessary components outlined above.

4.6—Please confirm whether your organization or its affiliates has ever been involved in bankruptcy, a creditor(s) rights or receivership proceeding, or sought protection from creditors.

4.7—Please confirm whether your organization has ever settled a debt with a lending institution for less than the full amount outstanding.

4.8—Please confirm whether your organization has ever had a senior manager or principal convicted of any felony or misdemeanor, other than a minor traffic violation, or whether there are any such charges pending.

4.9—Please confirm whether your organization has any outstanding judgements or liens pending against them other than liens in the normal course of business.

4.10—Please check the box certifying that you will comply with all program requirements, including service milestones.

By checking this box, I certify on behalf of my organization that I will comply with all program requirements, including service milestones.

DOCUMENTS TO PREPARE

- Updated audited financial statements (if opting to update or if the FY23 audit was not submitted as part of the Prequalification application);
- Interim financial statements for the current fiscal year (if opting to update);
- Statement of Executive Authority (if opting to update);
- Documentation from a third-party financial institution certifying access to funds;
- Letter from a bank, credit union, or surety company confirming the commitment to issuing an Irrevocable Standby Letter of Credit (ILOC) or performance bond;
- Business plans and related analyses supporting the long-term viability of the project; and
- Project-level pro forma detailing anticipated Capital Expenditures (CapEx), Operational Expenditures (OpEx), projected subscriber numbers, and service pricing, along with all key assumptions from the business plan.

SECTION 5: ORGANIZATIONAL AND MANAGERIAL CAPACITY

SUMMARY

This section allows applicants to make updates (from the Prequalification application), submit essential organizational documentation and certifications for their broadband project proposals, and address tribal land considerations. Key areas for updates include personnel resumes, managerial approach narratives, organizational charts, evidence of prior experience, legal opinions, SAM.gov registration, state business registration, and disclosures of other applications or awards. Applicants must certify operational capability to complete and operate the project.

APPLICATION QUESTIONS

5.1—Would you like to update the financial, technical, and managerial key personnel resumes that you submitted as part of your Prequalification application?

5.1A—Please upload one file (PDF) containing a one-page resume for each essential financial, technical, and managerial key personnel. Each resume must include a minimum of five years of relevant experience.

NOTE: Personal Identifiable Information should be removed from resumes before submission.

5.2—Would you like to update the detailed narrative outlining the company managerial approach that you submitted as part of your Prequalification application?

5.2A—Please include a detailed narrative outlining the company managerial approach including the roles and responsibilities held by each individual identified as “Key Personnel.” Narrative should be a Word or PDF file.

5.3—Would you like to update the organizational chart that you submitted as part of your Prequalification application?

5.3A—Please update your organizational chart that includes all relevant personnel, including those detailed in the resumes above. Names and titles should be included for all positions. The organizational chart should be a Word, Excel, or PDF file.

5.4—Would you like to update the evidence detailing your prior experience for recent broadband projects?

5.4A—Please provide evidence detailing your company’s scope, amount, length, funding source for at least one and no more than three recent broadband projects. This will include past involvement in telecommunications deployments and

similar-scale projects. Additionally, provide information about your methods and strategies in handling projects of a comparable size and scope. Evidence should be in Word, Excel, or PDF format.

5.5—Would you like to update the SAM.gov information you provided in your Prequalification application?

5.5A—Entities doing business with the federal government must have an active registration in SAM.gov. Please upload a PDF screenshot of your active registration.

NOTE: Your application will not be accepted unless you have an active SAM.gov registration.

5.6—Would you like to update the state of Montana business registration you provided in your Prequalification application?

5.6A—Please provide documentation of your state business registration. If the applicant is not registered with the state, you must complete and upload the documentation required by the State to begin the registration process before submitting your application. Evidence should be in PDF format.

5.7—Would you like to update the list of all broadband deployment projects you provided in the Prequalification application?

5.7A—Please provide a list of previous awards, planned applications for state or federal funding, and ongoing awarded projects (such as ConnectMT ARPA awards) in Word, Excel, or PDF format. This may include (but is not limited to):

- Families First Coronavirus Response Act;
- CARES Act;
- Consolidated Appropriations Act;
- American Rescue Plan of 2021; and
- Any federal Universal Service Fund high-cost program (e.g., Rural Digital Opportunity Fund [RDOF], Connect America Fund [CAF]).

5.8—Would you like to update your organization's cybersecurity risk management plan as submitted in the Prequalification application?

NOTE: If you did not submit a cybersecurity risk management plan in the Prequalification application, you must upload one below for the Main Round.

The plan must reflect the latest version of the National Institute of Standards and Technology (NIST) Framework for Improving Critical Infrastructure Cybersecurity and the standards and controls set forth in Executive Order 14028 and specify the security and privacy controls being implemented.

5.8A—Please upload your cybersecurity risk management plan. Uploads should be Word or PDF format.

5.9—Would you like to update your organization’s Supply Chain Risk Management Plan (SCRM) as submitted in the applicant’s Prequalification application?

***NOTE:** If you did not submit an SCRM plan in the Prequalification application, you must upload one below for the Main Round.*

The plan should be based upon the key practices discussed in the NIST publication, [NISTIR 8276, Key Practices in Cyber Supply Chain Risk Management: Observations from Industry](#), and related SCRM guidance from NIST, including [NIST 800-161, Cybersecurity Supply Chain Risk Management Practices for Systems and Organizations](#), and specifies the supply chain risk management controls being implemented.

5.9A—Please attach your SCRM plan. Uploads should be Word or PDF format.

5.10—Please provide a narrative that details how the organization intends to notify relevant populations of the new or newly upgraded offerings available in each area. The explanation should include information that reflects any unique needs of the specific demographics of the area. That may include information in different languages or through particular mechanisms (e.g., radio ads).

5.11—Please upload a legal opinion that demonstrates the capability to carry out funded activities competently and in compliance with all applicable federal, state, and local laws. The opinion must also detail any past violations or pending court proceedings. This document must be a Word or PDF file. ([See Appendix L](#))

5.12—Has your company solely operated as an electric transmission or distribution service and not yet as broadband service?

5.12A—Please upload qualified operating or financial reports that have been filed with the relevant financial institution for the past year. Uploads should be Word, Excel, or PDF files.

5.12B—Please certify that the submission is a true and accurate copy of the reports that were provided to the relevant financial institution.

By checking this box, I certify on behalf of my organization that the submitted files are a true and accurate copy of the reports that were provided to the relevant financial institution.

5.13—Please check the box below certifying that your organization possesses the operational capability to complete and operate the project within the timeline and terms set by the subgrant.

By checking this box, I certify on behalf of my organization that the applicant possesses the operational capability to complete and operate the Project within the timeline and terms set by the subgrant and in compliance with all applicable Federal, State, Territorial, and local laws.

5.14—Please indicate if your application includes construction or operations on tribal lands.

5.14A—Please certify that you have already engaged with tribal authorities and commit that if awarded, you will provide a binding tribal resolution prior to receiving the final award.

I certify the applicant has already engaged with tribal authorities and commits that if awarded, it will provide a binding tribal resolution prior to receiving the final award.

5.14B—Please upload documentation of initiating a tribal consent process or receiving tribal consent from the appropriate tribal authority as required in the [BEAD NOFO](#) and Montana’s Initial Proposal Volume II ([IPVII Section 2.4.8](#)).

***NOTE:** If proposing a project on tribal lands, please contact the tribe directly or reach out to Director Misty Kuhl, Department of Indian Affairs, State of Montana at misty.kuhl@mt.gov and cc the ConnectMTTechAssistance@mt.gov website to facilitate the process of coordinating with Tribal leadership.*

Certifications

The following questions are certifications required by NTIA. Please respond “Yes” or “No”, and if No, please provide additional information.

5.15 —Does the applicant certify that, to the best of their knowledge and belief, its organization and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any federal department or agency?

5.16 —Does the applicant certify that, to the best of its knowledge and belief, its organization and its principals have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, Eligible Entity, or local) transaction or contract under a public transaction; violation of federal or Eligible Entity antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property?

5.17—Does the applicant certify that, to the best of its knowledge and belief, its organization and its principals are not presently indicted for or otherwise

criminally or civilly charged by a governmental entity (federal, Eligible Entity or local) with commission of any of the offenses enumerated in question 5.16?

5.18—Does the applicant certify that, to the best of its knowledge and belief, its organization and its principals have not within a three-year period preceding this application/proposal had one or more public transactions (federal, Eligible Entity, or local) terminated for cause or default?

5.19—Does the applicant certify that its organization will implement support of workplace safety committees that are authorized to raise health and safety concerns in connection with the delivery of deployment projects, and commit to annual recertification for the duration of BEAD implementation?

5.20—Does the applicant certify it has access to the available funds for all project costs that exceed the project funding request (e.g., matching funds, initial expenses prior to reimbursement)?

5.21—Please upload a statement signed by an executive with the authority to bind the company, which certifies and guarantees the subgrantee's minimum qualifications for financial capability (i.e. the applicant organization is qualified to meet the obligations associated with its proposed Project(s), and the prospective subgrantee will have available funds for all project costs that exceed the amount of the grant.

5.22—Does the applicant certify that the applicant, including any partnerships and consortia members, has not participated and will not participate in any collusion, bias or conflict of interest, pursuant to the [BEAD NOFO, Section 18-4-141 of the Montana Code Annotated 2023](#) and 47 CFR 1.2105 as part of this application process?

Additional Compliance Questions

5.23—As the primary grant recipient for BEAD, Montana has oversight responsibility for its subgrantees. To support its initial risk assessment of the BEAD portfolio, the ConnectMT Broadband Office will review applications for operational, technical, and financial experience, including previous experience with state and federal funding. Please respond "Yes", "No", or "N/A" for the following compliance questions.

For Applicant Awareness: The responses to these questions are only used for informational purposes as Montana develops a risk analysis for its grant portfolio.

5.23A—Has the applicant previously received state funds (for state-supported programs) or federal funds (for federal-supported programs)?

5.23B—Has the applicant provided broadband internet access services for more than two years?

- 5.23C—Does the applicant receive 25% or more of its total funding through federal or state awards?**
- 5.23D—If the applicant previously received funds from the ConnectMT Broadband Office, did the applicant return more than 10% of its grant allocation to ConnectMT Broadband Office at the completion of the project?**
- 5.23E—Has the applicant ever been subject to recoupment of payments under any federal or state grant?**
- 5.23F—Does the applicant have a financial management system in place to track and record expenditures for the program?**
- 5.23G—Does the applicant have a records management and retention system that allows for the preparation of required reports and tracking of funds to each program?**
- 5.23H—Does the applicant have a property management system to track and record the acquisition and use of real property, equipment, and supplies?**
- 5.23I—Does the applicant have policies and procedures in place to obtain insurance for real property and equipment it acquires, including through self-insurance?**
- 5.23J—Does the applicant have policies and procedures in place to prevent the procurement and use of prohibited covered telecommunications and video surveillance services or equipment?**
- 5.23K—Does the applicant have policies and procedures in place to obtain required permits and comply with environmental, historic preservation, and other land use requirements?**
- 5.23L—Does the applicant have established effective procedures and internal controls that provide safeguards and reasonable assurances that the award will be managed in compliance with applicable laws and the terms and conditions of the award?**
- 5.23M—Does the applicant have a time and accounting system to identify time and expenses associated with the project? If yes, please note that each project must be able to be tracked separately.**
- 5.23N—Is the applicant required to provide a Budget to Actual financial report to an appropriate oversight group (e.g., committee, board members, stockholders)?**
- 5.23O—Does the applicant owe any money to any division of ConnectMT Broadband Office or to the federal government under any program where it has not arranged a repayment plan?**

5.23P—Has a petition been filed with respect to the applicant or its affiliates under the Bankruptcy Code in the past five years?

5.23Q—Does the applicant have policies and procedures in place to allow employees to report potential noncompliance or waste, fraud, and abuse potentially affecting the federal award?

5.23R—Does the applicant plan to assign staff to the project that have worked with the business for less than one year?

5.23S—Has the applicant received oversight monitoring for any federal or state dollars awarded?

5.23T—If so, were there any findings cited during monitoring activities?

5.23U—Is the applicant on a corrective action plan from monitoring?

5.23V—Does the applicant have any unresolved questioned costs or finding of fiscal inadequacy as a result of project monitoring?

5.23W—Has the applicant currently or previously been suspended or debarred by any federal or state agency?

5.23X—Is the applicant presently the subject of any litigation, or if any litigation is threatened, which would have a material adverse effect on the Applicant's financial condition?

5.23Y—Has the applicant ever been involved in bankruptcy, a creditor/s rights or receivership proceeding, or sought protection from creditors?

5.23Z—Has the applicant ever settled a debt with a lending institution for less than the full amount outstanding?

5.23AA—Has the applicant ever had a senior manager or principal convicted of any felony or misdemeanor, other than a minor traffic violation, or whether there are any such charges pending?

5.23BB—Does the applicant have any outstanding judgements or liens pending against them other than liens in the normal course of business?

DOCUMENTS TO PREPARE

- If applicable, updated resumes for essential financial, technical, and managerial personnel (in PDF format);
- If applicable, updated organizational chart including all relevant personnel (in Word, PDF, or Excel format);

- Updated evidence detailing prior experience for recent broadband projects (in Word, PDF, or Excel format);
- Legal opinion demonstrating capability to carry out funded activities competently and in compliance with applicable laws, including disclosure of any violations or pending court proceedings (in Word or PDF format);
- If applicable, updated PDF screenshot of active SAM.gov registration;
- If applicable, updated documentation of state business registration (in PDF format);
- If applicable, updated list of previous awards, planned applications for state or federal funding, and ongoing awarded projects, along with project information template (in Word, PDF, or Excel format);
- If applicable, qualified operating or financial reports filed with the relevant financial institution for the past year (in Word, Excel, or PDF format);
- If applicable, updated SCRM and Cyber Security plans (in PDF or Word format); and
- If applicable, legally binding tribal resolution certifying consent and approval to build on tribal land (in Word or PDF) or evidence of beginning process of obtaining such documentation.

SECTION 6: PROJECT STAFFING AND LABOR REQUIREMENTS

SUMMARY

This section of the application focuses on project staffing and subcontracting plans and ensuring workforce qualifications. Applicants are required to explain their staffing approach, provide project-specific resumes, detail recruitment plans, disclose unionization status, assure workforce credentials and compliance with workplace safety, certify personnel qualifications, and outline subcontracting plans.

APPLICATION QUESTIONS

6.1—Please provide a narrative explaining your approach to project staffing, including if the workforce is directly employed, subcontracted, or a combination of the two.

6.2—Please upload project-specific resumes to illustrate that your staff is adequately qualified to carry out the project if they were not uploaded previously. Each resume should be no more than one page and must be uploaded as a PDF. As a reminder, do not include PII on resumes.

6.3—Please provide a narrative detailing your organization’s plans to recruit qualified employees, which could include roles such as network engineers, technicians, or project managers with relevant expertise in the telecommunications or technology sector. In the narrative, please note any registered apprenticeship or labor management programs your organization participates in.

6.4—Please provide a narrative that details the steps your organization will take to ensure that all members of its project workforce have the appropriate credentials. Please note any on-the-job training programs offered to employees.

6.5—Would you like to update the relevant certifications you require for staff for deployment projects as mandated by state and federal law and reflective of industry best practices from the Prequalification application?

6.5A—Please upload the relevant certifications you require for staff for deployment projects as mandated by state and federal law and reflective of industry best practices. This list should be organized by role. Certifications should be in PDF, Word, or Excel format.

6.6—Please indicate if your company anticipates using subcontractors for the deployment project.

6.6A—Please provide a narrative describing which subcontractors you plan to engage.

6.6B—Please upload a document detailing your contractor selection process along with which skills, certifications, qualifications, and training programs will be required for each role. For example, include information that will help reviewers understand whether certifications are appropriate and reflective of industry best practices (e.g., aligned with Occupational Safety and Health Administration [OSHA] or Building Industry Consulting Service International [BICSI] standards). Document should be in Word, PDF, or Excel format.

6.7—Please certify that your organization will implement support of workplace safety committees that are authorized to raise health and safety concerns in connection with the delivery of deployment projects and commits to annual recertification for the duration of BEAD implementation.

I certify that the applicant organization will implement support of workplace safety committees that are authorized to raise health and safety concerns in connection with the delivery of deployment projects and commit to annual recertification for the duration of BEAD implementation.

6.8—Please upload any supporting materials that demonstrate compliance with workplace safety.

DOCUMENTS TO PREPARE

- Project-specific resumes for key personnel involved in the project, demonstrating their qualifications and experience (in PDF format);
- Relevant certifications required for staff deployment as mandated by state and federal law and reflective of industry best practices (in PDF, Word, or Excel format); and
- Materials that demonstrate compliance with workplace safety (in PDF or Word format).

SECTION 7: PROJECT PLAN

SUMMARY

This section of the application centers on the technical aspects and financial planning of the proposed broadband project. Applicants are required to submit a Project Plan to demonstrate technical capability with respect to the proposed project. The detailed design plan submission shall be certified and stamped by a currently licensed professional engineer. The Project Plan submission must include the components listed below.

APPLICATION QUESTIONS

7.1—Please provide a technical narrative as a PDF detailing how the proposed infrastructure will deliver service that reliably meets or exceeds the program required speeds for all proposed BSLs and CAIs in the project area. The narrative must include a discussion that comprises customer take rate assumptions, anticipated oversubscription ratios, network capacity, and construction methodology best practices. Critical details to be submitted within the narrative include:

- A detailed description of how the network will be connected to sufficient backhaul infrastructure to support the program performance requirements. Please include:
 - If the proposed network leverages backhaul infrastructure from its own existing network, describe that infrastructure and how the proposed network interconnects with it.
 - If the proposed network leverages backhaul infrastructure from another organization's existing network, describe that infrastructure, how the proposed network interconnects with it, and the negotiated terms for which the applicant will have access to the infrastructure for the life of their required service commitment.
 - If the proposed network requires construction of new backhaul infrastructure, describe that infrastructure, how construction of the infrastructure will be funded, what steps have been taken to ensure the new infrastructure will be commissioned prior to the applicant's proposed subscriber activation dates, and how the proposed network interconnects with it.
- An explanation of the projected subscriber take rate and the anticipated level of oversubscription based on the proposed network capacity.
- A network scalability plan to meet the program performance requirements if subscriber take rate is higher than anticipated, customers subscribe to higher service level offerings than anticipated, or any other factors that may require additional network capacity.

- A detailed description of how the proposed network will be deployed using industry best practices.
 - Describe what anticipated portions of the network will be built using underground or aerial.
 - If underground construction is proposed, describe the construction methods to be used (e.g., directional drilling, trenching).
 - Describe the construction materials and equipment to be used in the network (e.g., 1.25" HDPE conduit, 144-count fiber-optic cable, Calix E7 platform) and how the selected materials support a sustainable and scalable network.

For Applicant Awareness: The network description details should align with the information presented in the network design shapefiles and detailed project cost estimates.

7.2—Please provide a proposed network design that includes all proposed BSL and CAI served by the project, all proposed fiber infrastructure routes to be constructed via the project, and project area boundary polygons encompassing all infrastructure routes, BSLs, and CAIs. The preliminary network design will be uploaded in shapefile format.

The shapefile format is designed to store and represent various types of geographic features, such as points, lines, and polygons, along with attribute information associated with these features. A shapefile is comprised of six separate file extensions (.CPG, .dxf, .prj, .sbn, .spj, and .shp.). Shapefiles containing all six file extensions should be uploaded in a zipped folder.

The following layers shall be present in the submitted .shp file:

- The applicant's proposed BSL shall be submitted as point feature. This layer must be named "BSL." If an applicant is submitting multiple applications, each separate application must still name each submitted file as "BSL" with no additional numbers or characters. The location data must be sourced from either the program's official map fabric or the officially published BSL .csv files. Applicants can obtain the official program BSL data by accessing the [ConnectMT website](#) and looking under "Challenge Process Results."
- The applicant's proposed CAI locations shall be submitted as point feature. This layer must be named "CAI." If an applicant is submitting multiple applications, each separate application must still name each submitted file as "CAI" with no additional numbers or characters. The location data must be sourced from either the program's official map fabric or the officially published CAI .csv files. Applicants can obtain the official program CAI data by accessing the [ConnectMT website](#) and looking under "Challenge Process Results."

- The applicant’s proposed fiber infrastructure routes shall be submitted as line features and the layer should be named “Network_Infrastructure” in the submitted shapefiles. The submitted routes shall be provided as a singular line representative of all fiber infrastructure (conduit, fiber, aerial attachments) to be placed along any individual pathway (e.g., public rights-of-way, private easements). Routes shall be inclusive of all new backhaul, backbone, and distribution infrastructure. Routes that would only be constructed as part of subscriber activations (drops to individual subscriber locations constructed upon customer signup), shall not be included in the submitted file. The project’s estimated take rate and drop mileage will be captured separately within the application.
- The applicant’s proposed service area(s) shall be submitted as polygon features. The polygon must encompass all proposed locations and proposed infrastructure routes submitted as part of the project shapefile and the layer should be labeled “Project_Boundary” in the submitted shapefiles.

7.3—Please provide a logical network design drawing (network diagram) that illustrates the logical connectivity for the network, depicts the desired architecture of the network in terms of hardware placement, hardware redundancy, and indicates the types of network platforms or technologies to use in each layer of the network. Existing infrastructure present on the diagram should be identified as existing to clearly identify new proposed infrastructure. The diagram should convey the network’s capacity to provide each proposed BSL and CAI with required broadband speeds. This document shall be submitted in PDF format. An example of the logical network diagram can be found in [Appendix F](#).

7.4—Applicants must provide a project cost estimate that offers sufficient granularity to demonstrate an understanding of the proposed project and associated estimated costs. The cost estimate must include a detailed itemization of each cost and sufficient description to verify the eligibility of each cost item proposed. For each cost item, the applicant must indicate the breakdown of costs to be covered by grant funds versus those provided by applicant matching funds. The applicant shall only provide eligible costs within its project cost estimate. The project cost estimate shall be submitted in spreadsheet format using the template provided on the [ConnectMT website](#), titled “MT BEAD Main Round Project Cost Submission Template” (see [Appendix G](#)). The provided template includes instructions on how to fill out the spreadsheet and provides a description of what is to be included within each cost category. For further reference, an example spreadsheet with sample costs and supporting narrative entered into the template has also been provided on the [ConnectMT website](#), titled “MT BEAD Main Round Project Cost Submission Template (Filled)”.

℞ For Applicant Awareness: Please note, in building up a project cost summary, a contingency of 5% of construction costs is allowable.

7.5—The applicant must provide a project timeline that articulates its ability to complete the project within the four-year timeframe. The timeline shall include the key milestones for project implementation:

- Planning or Engineering;
- Permitting or Make Ready;
- Material and Equipment Procurement;
- Network Construction;
- Subscriber Activations; and
- Project Closeout Submission.

The timeline document shall be submitted in spreadsheet format using the template provided on the [ConnectMT website](#), titled “MT BEAD Main Round Project Timeline” (See [Appendix I](#)).

7.6—The applicant must obtain certification from a currently licensed professional engineer confirming the accuracy and completeness of the Project Plan materials and attesting that the proposed network can deliver broadband service that meets the requisite performance requirements to all proposed locations within the required four-year deployment timeline. The professional engineer must stamp and sign the certification document. The certification shall be submitted in PDF format using the template provided on the [ConnectMT site](#), titled “MT BEAD Main Round Professional Engineer Certification” (See [Appendix J](#)).

7.7—In addition to obtaining technical certification from a currently licensed professional engineer, the applicant’s [Authorized Organizational Representative \(AOR\)](#) must certify that the organization will comply with the following program requirements:

7.7A—Applicant certifies that the proposed broadband project will rely entirely on fiber-optic technology to each end-user premises and will ensure that the network built by the project can easily scale speeds over time to meet the evolving connectivity needs of households and businesses and support the deployment of 5G, successor wireless technologies and other advanced services. (See [Infrastructure Act § 60102\(a\)\(2\)\(I\)](#)).

7.7B—Applicant certifies that at time of project closeout, all proposed BSLs shall be capable of receiving Reliable Broadband Service (RBS) with speeds of not less than 100 Mbps for downloads and 20 Mbps for uploads with 95% of latency measurements during testing windows falling at or below 100 milliseconds round-trip time. See ([BEAD NOFO](#) pp 64–65).

7.7C—Applicant certifies that at time of project closeout, grant funded connections to proposed Eligible CAIs shall be capable of delivering service at speeds not less than 1 Gigabit per second for downloads and 1 Gigabit per second for uploads with 95% of latency measurements during testing windows falling at or below 100 milliseconds round-trip time. Additionally, the applicant

certifies that these grant funded connections can be used to provide business data services, which refers to the dedicated point-to-point transmission of data at certain guaranteed speeds and service levels using high-capacity connections. See ([BEAD NOFO](#) p 65).

7.7D—Applicant certifies that its submitted project cost estimate is accurate and encompasses all costs to be incurred by the applicant as part of the proposed broadband project.

7.7E—Applicant certifies that its submitted project timeline is accurate and that it will be capable of providing broadband service to each proposed BSL and CAI that desires service within the committed timeframe.

7.7F—Applicant certifies that it will obtain all necessary federal, state, and local governmental permits and required approvals necessary for the proposed work to be completed.

7.8—Applicants may identify extremely high-cost locations within their project’s proposed CBG(s). These are locations that the applicant recommends descoping from the project to allow the applicant to make a more competitive bid on the CBG the locations are removed from.

The extremely high-cost locations document shall be submitted in spreadsheet format using the template provided on the ConnectMT site, titled “MT Bead Main Round Project Cost Reduction Spreadsheet” (see [Appendix H](#)). The following information must be submitted by the applicant for each identified extremely high-cost location:

- County name;
- Census Block Group ID number;
- FCC Location ID; and
- Project cost reduction (by removing that location from the scope).

DOCUMENTS TO PREPARE

- Zipped file of shapefiles illustrating current infrastructure relative to the proposed network design;
- PDF file illustrating the network’s major components and specifications;
- Excel document detailing project costs, including itemized expenses;
- Excel template outlining the project’s planning and completion schedule;
- PDF file certification demonstrating the network’s capability to meet performance standards; and
- Relevant documents certifying technical and financial qualifications as required.

SECTION 8: ENVIRONMENTAL AND HISTORICAL COMPLIANCE

SUMMARY

For NTIA to fulfill the necessary [National Environmental Policy Act \(NEPA\)](#) and the National Historic Preservation Act ([NHPA, also commonly referred to as Section 106](#)) requirements, applicants seeking Montana BEAD may need to provide additional information during the review process. Additional NEPA guidance is forthcoming from NTIA for how it wants the state to engage on these issues. The ConnectMT Broadband Office will follow up as necessary with applicants concerning any questions, unresolved issues, and other concerns, to complete the NEPA/Section 106 review process.

Please refer to NTIA's BEAD NEPA Resource page for general information about these requirements for BEAD subgrantees. See <https://broadbandusa.ntia.doc.gov/funding-programs/broadband-equity-access-and-deployment-bead-program#BEADNEPA>.

SECTION 9: OWNERSHIP INFORMATION

SUMMARY

This section provides applicants with the option to update organizational ownership information provided during the Prequalification application. If opting for an update, detailed disclosure is mandated for various ownership aspects, including real parties of interest, stockholders, limited and general partnership members, limited liability company members, indirect ownership interests, and FCC-regulated entities in which the applicant or related parties hold significant stock. Each disclosure must include comprehensive details such as names, addresses, citizenship, relationship to the company, and percentage of interest held.

APPLICATION QUESTIONS

9.1—Would you like to update the ownership information you submitted in the Prequalification application?

9.1A—See the ownership information below.

Each applicant must fully disclose ownership disclosure requirements. Please provide any updates when prompted in AmpliFund to fulfill this requirement set forth in [47 C.F.R. § 1.2112\(a\)\(1\)-\(7\)](#). The ownership information includes:

1. List the real party or parties in interest in the applicant or application, including a complete disclosure of the identity and relationship of those persons or entities directly or indirectly owning or controlling (or both) the applicant.
2. List the name, address, and citizenship of any party holding 10% or more of stock in the applicant, whether voting or nonvoting, common, or preferred, including the specific amount of the interest or percentage held.
3. List, in the case of a limited partnership, the name, address, and citizenship of each limited partner whose interest in the applicant is 10% or greater (as calculated according to the percentage of equity paid in or the percentage of distribution of profits and losses).
4. List, in the case of a general partnership, the name, address, and citizenship of each partner, and the share or interest participation in the partnership.
5. List, in the case of a limited liability company, the name, address, and citizenship of each of its members whose interest in the applicant is 10% or greater.
6. List all parties holding indirect ownership interests in the applicant as determined by successive multiplication of the ownership percentages for each link in the vertical ownership chain, that equals 10% or more of the applicant, except that if the ownership percentage for an interest in any link in the chain exceeds 50% or

represents actual control, it shall be treated and reported as if it were a 100% interest.

7. List any FCC-regulated entity or applicant for an FCC license, in which the applicant or any of the parties identified in paragraphs (a)(1) through (a)(5) of this section, owns 10% or more of stock, whether voting or nonvoting, common, or preferred. This list must include a description of each such entity's principal business and a description of each such entity's relationship to the applicant (e.g., Company A owns 10% of Company B (the applicant) and 10% of Company C, then Companies A and C must be listed on Company B's application, where C is an FCC licensee or license applicant).

DOCUMENTS TO PREPARE

- Updated ownership documentation, if necessary.

SECTION 10: ADDITIONAL INFORMATION AND CURING

SUMMARY

This section provides applicants with the option to submit additional information as part of their applications. This section is optional.

APPLICATION QUESTIONS

Additional Information

10.1—If you would like to provide a letter of support to the ConnectMT Broadband Office, please include that here but note that this information will not be used to evaluate you/scored.

Confidential Documents

Applicant Instructions for Uploading Confidential Information

To keep all confidential information, separate from the main application records, please follow the instructions below.

Any documents deemed by the applicant to include confidential information, trade secrets, or personal information **MUST** be uploaded separately into the “Confidential Documents” field located at the end of the application. These documents must be updated as a single PDF and the file name must include the Applicant’s name and the words CONFIDENTIAL INFORMATION in the file name.

It is also the applicant’s responsibility to reference pertinent information that may be included in the confidential documents file in response to each question that fits the criteria, or the applicant could be deemed non-responsive.

10.2—Do you have confidential documents? (Y/N)

10.2A—If Yes, please upload a single PDF containing all documents considered confidential.

Curing Request

This section should only be completed if you have been asked to provide additional or updated information as part of a curing request. **LEAVE THIS SECTION BLANK AS PART OF THE INITIAL APPLICATION.**

10.3—Have you been asked to provide updated information as part of a curing request? (Y/N)

10.3A—If Yes,

- **Which curing request are you addressing?**
- **Please provide a narrative description of any changes or additional information provided.**
- **Please upload the requested file, if applicable.**

NON-PRIORITY APPLICATION

PROJECT INFORMATION

SUMMARY

After reviewing the Opportunity Details at the start of the application, applicants should proceed to the Project Information section using the "Save & Continue" button located at the bottom of the screen, or the Navigation toolbar.

APPLICATION QUESTIONS

Application Name: In the Project Information section, Applicants will need to provide a project name. The project naming convention should be as follows to distinguish among projects in the same county:

- Applicant Name - Primary County of Project – Number (if necessary).

For example, if an ISP called Magic Fiber submitted three projects, two in Carbon County and one in Valley County, the project names would be: MagicFiber – Carbon – 1, MagicFiber – Carbon – 2, and MagicFiber – Valley. If your project area covers multiple counties, list only the primary county.

Limit names to 50 characters. No special characters with the exception of whitespace (spacebar), underscore (_), or hyphen (-) are allowed.

How much are you requesting from the funder?: Provide the number rounded up to the nearest cent.

How much are you planning to contribute to the budget:

- **Cash Match Requirement:** Provide the number rounded up to the nearest cent.
- **In-Kind Match Requirement:** Provide the number rounded up to the nearest cent.
- **Total Award Budget:** This amount is automatically calculated.

Primary Contact Information: The required fields in the Primary Contact Information section should auto-fill based on the applicant's registration information, but please take a moment to ensure that all fields are correct and include a phone number if available.

Name: This field will automatically include your name.

Email Address: Please enter the primary contact information for the application.

Address, City, State/Province, Postal Code: Please enter the Company's address information

Phone Number: Please enter the phone number for the primary contact

Once all fields are completed, applicants can mark the form as complete using the green "Mark as Complete" button located at the bottom of the screen, and then proceed to the next screen using the "Save & Continue" button. It is also possible to proceed without marking the form complete, but applicants will need to return to the page and mark complete in order to submit.

TEMPLATES AND DOCUMENTS TO PREPARE

- None

SECTION 1: ADMINISTRATIVE

SUMMARY

This section of the application includes company details and primary and secondary contact information. Applicants can provide updated information from the Prequalification application if necessary.

APPLICATION QUESTIONS

1.1—Applicants will need to provide a project name. The project naming convention should be as follows to distinguish among projects in the same county:

- Applicant Name - Primary County of Project – Number (if necessary).

For example, if an ISP called Magic Fiber submitted three projects, two in Carbon County and one in Valley County, the project names would be Magic Fiber–Carbon–1, Magic Fiber–Carbon–2, and Magic Fiber–Valley. If your project area covers multiple counties, list them all in the ISP Application name separated by an underscore.

Limit names to 50 characters. No special characters with the exception of whitespace (spacebar), underscore (_), or hyphen (-) are allowed.

1.2—Applicants will need to confirm their contact information. Please use the appropriate fields prompted by AmpliFund to update your contact information.

TEMPLATES AND DOCUMENTS TO PREPARE

- None

SECTION 2: METRICS

SUMMARY

This section of the application requests key metrics for the proposed broadband project, including the total project cost, the amount that will be requested as a grant, and the amount the applicant will provide as a match. You will be asked for more granular cost information later in the application, but your grant request and proposed match should add up to the total cost. The match can be cash or in-kind or a mix thereof, but must be compliant with eligible expenses, as summarized in the Grant-Eligible Subgrantee Costs subsection above.

Disclaimer: Information submitted in this section will only be used for informational purposes. Application scores and evaluation will be conducted using materials and information submitted in the other sections of the application.

You will also be asked to provide key project metrics, such as total number of serviceable locations, route miles, and funding requests, along with a project description.

APPLICATION QUESTIONS

2.1—Please provide your proposed Total Funding Request (how much grant funding you are seeking with this application) (IPVII Section 2.14.2). Provide the number rounded up to the nearest cent.

2.2—Please provide your proposed Total Match amount. Provide the number rounded up to the nearest cent.

For Applicant Awareness: Generally, the minimum match requirement is 25% of the project's total cost. It will be lower if your project includes High-Cost Areas (HCAs) because there is no match requirement for CBGs that are HCAs.

2.3—Please provide the proposed total project cost, which should be the total of your funding request and your match. Provide the number rounded up to the nearest cent.

2.4—Please select the technology type(s) for your proposed non-priority project. Select all that apply.

2.5—If this project includes a wireline component, please provide the estimated number of route miles for the new project build. Route miles are defined as new wireline construction. Provide the mileage estimate rounded up to the nearest whole number.

2.6—If this project includes a fixed wireless component, please provide an estimate of the coverage area in square miles for which you plan to provide

100/20 Mbps service. Provide the mileage estimate rounded up to the nearest whole number.

2.7—Please provide a brief description of your project that will be used for public announcements. Include description of area, number served, and expected outcomes. You may also include the type of facilities and service offerings ([IVPII Section 2.9.1](#)). This description should summarize your project in non-technical, easy-to-understand language.

Sample Public Project Description: General Telco Company broadband expansion project is set to bring high-speed internet to [insert area name]. Serving [insert number] households and [insert number] businesses, our goal is to bridge the digital divide and spur economic growth. With improved connectivity, residents can expect enhanced educational opportunities, streamlined access to services, and increased economic development. Join us as we empower our community with the tools for a brighter future.

TEMPLATES AND DOCUMENTS TO PREPARE

- None

SECTION 3: SCORING CRITERIA

SUMMARY

This section of the application comprises project evaluation and compliance activities. It covers aspects such as cost assessment, labor standards, completion timelines, infrastructure proximity, organizational tenure, and service provisions in HCAs. The questions below will help the state understand your company's record of service and collect information about your proposed project. As the section title indicates, the answers you provide will be central to the scoring of your application. Scoring is based on the rubric published in Montana's Initial Proposal Volume II ([IPVII Section 2.4.2.C.i](#)) and in [Appendix C](#).

APPLICATION QUESTIONS

3.1—Please upload the completed [Census Block Group \(CBG\) templated .csv file](#) for your project.

For Applicant Awareness: For each CBG included in the proposed broadband project area, please enter the county name, CBG ID number, the number of Community Anchor Institutions (CAI) you are proposing to connect, and your proposed broadband project funding request amount for deploying the proposed broadband project area in that CBG. The sum of the costs in each CBG should total to the BEAD outlay for the proposed broadband project. When prompted by the portal, please upload a .csv file with this information to AmpliFund.

3.1A— Please identify which version of the Montana BEAD Challenge Results data you are using as part of your application. Include the name of the file, whether it is for unserved or underserved locations, and the date of publication.

NOTE: All Challenge Results data can be accessed on the [ConnectMT website](#) and found under "Challenge Process Results."

3.2— Does the applicant commit to offering its existing 100/20 Mbps service rate to new customers in the BEAD project areas or if applicant does not currently offer 100/20 Mbps service, does the applicant make a forward-looking commitment to offer the same rate across all locations?

For Applicant Awareness: Applicants must decide whether they will commit to offering a 100/20 Mbps service at the same price to new customers in BEAD project areas as they do for current customers. Applicants that do not currently offer a 100/20 Mbps service may make a forward-looking commitment to offer the same price across all locations. Applicants that elect to make this commitment will receive the full 20 points available for affordability.

3.2A — Do you currently offer a 100/20 broadband service?

℞ For Applicant Awareness: Applicants who select “No” will not see 3.2B. 3.2B is only visible to applicants who have selected “Yes” to 3.2A.

3.2B—Please provide evidence of the rate for which the applicant offers 100/20Mbps service to its existing customers.

3.3—Are you a new entrant?

A new entrant is defined as an entity that does not have experience providing at least two years of voice and/or broadband service and is not an electrical transmission service provider.

℞ For Applicant Awareness: Applicants who select “Yes” should move on to question 3.5. Applicants who select “No” should move on to question 3.4.

3.4—Please verify whether your organization has been cited for any fair labor violations under the Federal Fair Labor Standards Act.

℞ For Applicant Awareness: Applicants who select “No” will not see 3.4A and will proceed to 3.4B. 3.4A is only visible to applicants who have selected “Yes” to 3.4.

3.4A— How many violations do you have? The number of violations should include both the applicant and its contractors or subcontractors. The total count should include violations of the Occupational Safety and Health Act, the Fair Labor Standards Act, or any other applicable labor and employment laws for the preceding three years ([BEAD NOFO](#) p 56).

3.4B— Please provide details describing your record, policies, and practices to ensure past compliance with federal fair labor laws, according to the requirements outlined in Montana’s BEAD Initial Proposal Volume II ([Section 2.7.1](#)). Additionally, if the applicant has any fair labor violations, include a description of the violation(s) and subsequent remediation.

℞ For Applicant Awareness: Applicants will, in part, be scored based on their past record of compliance with federal fair labor laws. The application point scale is the following: applicants with no history of violations will receive 13 points, applicants with one violation will receive six points, and applicants with two or more violations will not receive any of the 13 points afforded by compliance with the Federal Fair Labor Standards Act.

3.5—Please indicate whether the applicant makes a forward-looking commitment to complying with all federal fair labor laws.

By checking this box, I certify on behalf of my organization that I commit to comply with all federal fair labor laws.

For Applicant Awareness: New entrants that certify this forward-looking commitment will earn 13 points.

3.6—Please indicate whether you commit to offering Davis-Bacon prevailing wages for your project.

For Applicant Awareness: Applicants that commit to offering Davis-Bacon prevailing wages will receive an additional two points. By electing to claim points for offering prevailing wages, the applicant is committed to doing so for the life of the project and subject to monitoring and compliance actions if found to be in violation of this commitment ([IPVII Section 2.17.1](#)).

3.7—Please provide how many months the applicant commits to taking to complete the project, including build-out and initiation of service.

This response should be by number of months, rounded down to a whole number. For example, a project that will be completed within 47 months and 30 days should be rounded down to 47. A project completed in 47 days and 31 days (48 months) should be entered as 48.

For Applicant Awareness: One point will be awarded for any project committing to a timeline less than 48 months.

3.8—Please provide the proximity of the proposed served area to the applicant’s network’s closest broadband infrastructure, measured as a direction “point-to-point” mileage, rounded to two decimal places.

For reference, **Table 2** summarizes the number of points you will receive based on that proximity.

Table 3: Points for Non-Priority Broadband based on proximity

Proximity to Proposed Network Design	Points for Non-Priority Broadband
≤1 mile	3
>1 mile and ≤10 miles	2
>10 miles and ≤15 miles	1
>15 miles	0

3.8A— Please provide supporting data to verify the distance indicated in the previous question. You will be presented with two options for validation:

1. Provide the FCC Location ID for a BSL you currently provide broadband service to, and the nearest FCC Location ID you intend to serve in your project scope as one method of validation.

NOTE: The location chosen for your current network must identify you as a service provider in the official ConnectMT BEAD fabric.

2. Alternatively, provide an FCC Location ID you intend to serve in your project scope along with the geolocation data (latitude and longitude) for a specific access point on your network (e.g., splice case, vault, pedestal) for which you intend to extend your network from as part of the project scope. If you choose the geolocation method, you will also be asked to provide two pieces of supporting documentation:
 - A geo-located photograph of the existing network access point identified in the latitude and longitude coordinates. The photograph must be legible and clearly show an eligible network access point and should be in a PDF or JPEG format.
 - A network design drawing showing where and how the identified access point is connected to your existing network. This drawing should be in a PDF or JPEG format.

3.9—Please provide the length of time the applicant has been providing broadband service in the state.

This response should be by number of years, rounded down to the whole number of completed years. For example, if you have provided broadband service in Montana for 9.5 years, enter “9” in this field. For the purposes of this question, “broadband service” is defined as providing any telecommunications service (e.g. telephone, cable).

℞ For Applicant Awareness: One point will be awarded for every 10 years of service, with a potential for four points.

3.9A— Please provide documentation (articles of incorporation, historical financial statements showing provision of service, Federal Communications Commission (FCC) filing) to justify your claim of length of service in the state.

3.10—Please indicate if your proposed broadband project service area includes at least one High-Cost CBG designated as high-cost by NTIA as part of the BEAD allocation process.

The High-Cost CBGs can be found in the [BEAD Allocation Methodology](#). The CBG spreadsheet submitted for question 3.1 will corroborate if the project service area includes at least one High-Cost CBG.

℞ For Applicant Awareness: Any project areas with at least one high-cost CBG will be awarded one point.

3.11—Please indicate whether you will ensure all locations have access to speeds of no less than 250 Mbps download and 50 Mbps upload and a latency of no more than 100 milliseconds.

℞ For Applicant Awareness: Applicants that commit to providing broadband speeds of at least 250/50 Mbps will be awarded one point.

DOCUMENTS TO PREPARE

- CBG Template;
- Documentation of labor record, policies, practices;
- Documentation justifying length of service in PDF, Word, or Excel format;
- Geo-located photograph of the existing network access point identified in the latitude and longitude coordinates in PDF or JPEG format; and
- Network design drawing indicating the network access point identified in the latitude and longitude coordinates in PDF or JPEG format.

SECTION 4: FINANCIAL CAPABILITY

SUMMARY

This section of the application allows for updates from the Prequalification application and submissions related to financial documentation. Applicants must articulate any financial changes since their Prequalification application, and if needed can provide updated financial statements, including audited statements, interim financial statements, and updates to the Statement of Executive Authority. Additionally, applicants are required to submit documentation certifying their access to the available funds for all project costs that exceed the requested grant amount.

APPLICATION QUESTIONS

4.1—Would you like to update the financial documents (audited financial statements, interim financial statements, and Statement of Executive Authority) you submitted as part of your Prequalification application?

4.1A—If yes, please upload the new documents and provide a brief statement detailing why new documents are being provided.

4.2—Please upload documentation from a third-party financial institution, if appropriate, certifying access to the available funds for all project costs that exceed the requested grant amount. A third-party financial institution could include a bank, Non-Banking Financial Company (NBFC) or any other financial institution as designated by the company with whom the Participant shall execute a grant or loan agreement. If additional funds will be internally generated funds, please identify that funds will be designated for construction purposes. The documentation should include:

- Financial institution's name and address;
- Official financial institution statement;
- Balance of funds in the financial institution's checking and savings accounts;
- Balance of total funds; and
- Signature of authorized financial institution personnel.

4.3—Please provide a letter from a bank confirming the commitment to issuing an irrevocable standby letter of credit (ILOC). If electing to submit an ILOC, the bank must meet the requirements listed in 47 C.F.R. § 54.804(c)(2) or comply with NTIA guidance with regards to credit unions outlined in the BEAD Letter of Credit Waiver. If you are electing to have a performance bond, please upload the surety company commitment and terms of conditions. This letter should state the dollar amount (minimum 25% of the subaward for ILOCs and 100% for performance bonds). Applicants may reference the model letter of credit provided when working with a banking institution or surety company. The requirement that the initial letter of credit be for 25% of the subaward amount, or in the case where a subgrantee chooses to utilize a

performance bond 100% of the subaward, allows the initial percentages to be lower, where:

- The Eligible Entity issues funding on a reimbursable basis consistent with the ([BEAD NOFO](#) p 50);
- Reimbursement is for periods of no more than six months; and
- The subgrantee commits to maintain a letter of credit or performance bond in the amount of 10% of the subaward until it has demonstrated to the satisfaction of the Eligible Entity that it has completed the build-out of 100% of locations to be served by the project or until the period of performance of the subaward has ended, whichever occurs first.

For Applicant Awareness: The ConnectMT Broadband Office has created a model Irrevocable Standby Letter of Credit for applicants to reference (see [Appendix E](#)).

For Applicant Awareness: Before award, an applicant will be required to submit a legal opinion letter with its ILOC stating that “subject only to customary assumptions, limitations, and qualifications, that in a proceeding under Title 11 of the United States Code, 11 U.S.C. § 101 et seq. (the “Bankruptcy Code”), the bankruptcy court would not treat the letter of credit or proceeds of the letter of credit as property of the winning subgrantee’s bankruptcy estate under Section 541 of the Bankruptcy Code.” See ([BEAD NOFO](#) p 73).

4.4—Please use the narrative outline below to help build a business plan and related analyses supporting the long-term viability of the proposed broadband project.

This plan should encompass not only the project specific activities but also any additional company-wide analysis or information that could threaten or bolster the ability for the company to support the project.

Sections should include:

- *Introduction and Executive Summary.* Company overview, business model, market opportunities, and financial standing;
- *Project Description.* Scope, service area, coverage, service plan pricing, and broadband speeds or latency; summary of technical solutions;
- *Market Analysis.* Demand for expanded broadband services, market trends, and potential new subscribers;
- *Financial Assumptions and Financial Feasibility.* Analyzing costs, rate structure, strategy and implementation, funding sources, schedule of ratios, financial forecast assumptions, potential returns, and growth predictions;

- *Risk Analysis.* Strengths, weaknesses, and opportunities while also identifying and mitigating potential risks and uncertainties; and
- *Conclusion and Recommendations.* Summary of project's strengths and why it will succeed with BEAD funding.

For Applicant Awareness: The business plan is a company-wide document with a focus not only on the project but a projected outlook for the overall business, encompassing growth opportunities, and assumptions driving the project's financial forecasts in the pro forma, such as market trends, pricing strategies, operational efficiencies, and potential risks.

4.5—Please use the template in [Appendix D](#) to provide a project-level pro forma detailing anticipated Capital Expenditures (CapEx), Operational Expenditures (OpEx), projected subscriber numbers (inclusive of unserved, underserved BSLs and potential subscribers), and service pricing. This projection is mandatory and must cover five years of projected financial data. If the project pro forma shows that the project is not cash flow positive within five years, then the applicant must demonstrate losses can be absorbed company wide. Please footnote all key assumptions from the business plan to forecast future financial performance, such as revenue and expenses, in support of the pro forma.

For Applicant Awareness: A project pro forma will be used to assess the project's financial feasibility and evaluate its impact on the overall financial health of the applicant. Essentially, the pro forma will reveal if the project makes fiscal sense to pursue. If a company's audited financial statements or project-level pro forma do not demonstrate cashflow positivity, it may be deemed necessary to submit a company-wide pro forma.

For Applicant Awareness: If the applicant opts to not use the recommended template, it is critical that the applicant ensures that the submitted pro forma includes all the necessary components outlined above.

4.6— Please confirm whether your organization or its affiliates has ever been involved in bankruptcy, a creditor(s) rights or receivership proceeding, or sought protection from creditors.

4.7—Please confirm whether your organization has ever settled a debt with a lending institution for less than the full amount outstanding.

4.8—Please confirm whether your organization has ever had a senior manager or principal convicted of any felony or misdemeanor, other than a minor traffic violation, or whether there are any such charges pending.

4.9—Please confirm whether your organization has any outstanding judgements or liens pending against them other than liens in the normal course of business.

4.10—Please check the box certifying that you will comply with all program requirements, including service milestones.

By checking this box, I certify on behalf of my organization that I will comply with all program requirements, including service milestones.

DOCUMENTS TO PREPARE

- Updated audited financial statements (if opting to update or if the FY23 audit was not submitted as part of the Prequalification application);
- Interim financial statements for the current fiscal year (if opting to update);
- Statement of Executive Authority (if opting to update);
- Documentation from a third-party financial institution certifying access to funds;
- Letter from a bank, credit union, or surety company confirming the commitment to issuing an irrevocable standby letter of credit (ILOC) or performance bond;
- Business plans and related analyses supporting the long-term viability of the project; and
- Project-level pro forma detailing anticipated Capital Expenditures (CapEx), Operational Expenditures (OpEx), projected subscriber numbers, and service pricing, along with all key assumptions from the business plan.

SECTION 5: ORGANIZATIONAL AND MANAGERIAL CAPACITY

SUMMARY

This section allows applicants to make updates (from the Prequalification application), submit essential organizational documentation and certifications for their broadband project proposals, and address tribal land considerations. Key areas for updates include personnel resumes, managerial approach narratives, organizational charts, evidence of prior experience, legal opinions, SAM.gov registration, state business registration, and disclosures of other applications or awards. Applicants must certify operational capability to complete and operate the project.

APPLICATION QUESTIONS

5.1—Would you like to update the financial, technical, and managerial key personnel resumes that you submitted as part of your Prequalification application?

5.1A—Please upload one file (PDF) containing a one-page resume for each essential financial, technical, and managerial key personnel. Each resume must include a minimum of five years of relevant experience.

NOTE: Personal Identifiable Information should be removed from resumes before submission.

5.2—Would you like to update the detailed narrative outlining the company managerial approach that you submitted as part of your Prequalification application?

5.2A—Please include a detailed narrative outlining the company managerial approach including the roles and responsibilities held by each individual identified as “Key Personnel.” Narrative should be a Word or PDF file.

5.3—Would you like to update the organizational chart that you submitted as part of your Prequalification application?

5.3A—Please update your organizational chart that includes all relevant personnel, including those detailed in the resumes above. Names and titles should be included for all positions. The organizational chart should be a Word, Excel, or PDF file.

5.4—Would you like to update the evidence detailing your prior experience for recent broadband projects?

5.4A—Please provide evidence detailing your company’s scope, amount, length, funding source for at least one and no more than three recent broadband projects. This will include past involvement in telecommunications deployments and

similar-scale projects. Additionally, provide information about your methods and strategies in handling projects of a comparable size and scope. Evidence should be in Word, Excel, or PDF format.

5.5—Would you like to update the SAM.gov information you provided in your Prequalification application?

5.5A—Entities doing business with the federal government must have an active registration in SAM.gov. Please upload a PDF screenshot of your active registration.

NOTE: Your application will not be accepted unless you have an active SAM.gov registration.

5.6—Would you like to update the state of Montana business registration you provided in your Prequalification application?

5.6A—Please provide documentation of your state business registration. If the applicant is not registered with the state, you must complete and upload the documentation required by the State to begin the registration process before submitting your application. Evidence should be in PDF format.

5.7—Would you like to update the list of all broadband deployment projects you provided in the Prequalification application?

5.7A—Please provide a list of previous awards, planned applications for state or federal funding, and ongoing awarded projects (such as ConnectMT ARPA awards) in Word, Excel, or PDF format. This may include (but is not limited to):

- Families First Coronavirus Response Act;
- CARES Act;
- Consolidated Appropriations Act;
- American Rescue Plan of 2021; and
- Any federal Universal Service Fund high-cost program (e.g., Rural Digital Opportunity Fund [RDOF], Connect America Fund [CAF]).

5.8—Would you like to update your organization's cybersecurity risk management plan as submitted in the Prequalification application?

NOTE: If you did not submit a cybersecurity risk management plan in the Prequalification application, you must upload one below for the Main Round.

The plan must reflect the latest version of the National Institute of Standards and Technology (NIST) Framework for Improving Critical Infrastructure Cybersecurity and the standards and controls set forth in Executive Order 14028 and specify the security and privacy controls being implemented.

5.8A—Please upload your cybersecurity risk management plan. Uploads should be Word or PDF format.

5.9—Would you like to update your organization’s Supply Chain Risk Management Plan (SCRM) as submitted in the applicant’s Prequalification application?

NOTE: *If you did not submit an SCRM plan in the Prequalification application, you must upload one below for the Main Round.*

The plan should be based upon the key practices discussed in the NIST publication, [NISTIR 8276, Key Practices in Cyber Supply Chain Risk Management: Observations from Industry](#), and related SCRM guidance from NIST, including [NIST 800-161, Cybersecurity Supply Chain Risk Management Practices for Systems and Organizations](#), and specifies the supply chain risk management controls being implemented.

5.9A—Please attach your SCRM plan. Uploads should be Word or PDF format.

5.10—Please provide a narrative that details how the organization intends to notify relevant populations of the new or newly upgraded offerings available in each area. The explanation should include information that reflects any unique needs of the specific demographics of the area. That may include information in different languages or through particular mechanisms (e.g., radio ads).

5.11—Please upload a legal opinion that demonstrates the capability to carry out funded activities competently and in compliance with all applicable federal, state, and local laws. The opinion must also detail any past violations or pending court proceedings. This document must be a Word or PDF file. ([See Appendix L](#))

5.12—Has your company solely operated as an electric transmission or distribution service and not yet as broadband service?

5.12A—Please upload qualified operating or financial reports that have been filed with the relevant financial institution for the past year. Uploads should be Word, Excel, or PDF files.

5.12B—Please certify that the submission is a true and accurate copy of the reports that were provided to the relevant financial institution.

By checking this box, I certify on behalf of my organization that the submitted files are a true and accurate copy of the reports that were provided to the relevant financial institution.

5.13—Please check the box below certifying that your organization possesses the operational capability to complete and operate the project within the timeline and terms set by the subgrant.

By checking this box, I certify on behalf of my organization that the applicant possesses the operational capability to complete and operate the Project within the timeline and terms set by the subgrant and in compliance with all applicable Federal, State, Territorial, and local laws.

5.14—Please indicate if your application includes construction or operations on tribal lands.

5.14A—Please certify that you have already engaged with tribal authorities and commit that if awarded, you will provide a binding tribal resolution prior to receiving the final award.

I certify the applicant has already engaged with tribal authorities and commits that if awarded, it will provide a binding tribal resolution prior to receiving the final award.

5.14B—Please upload documentation of initiating a tribal consent process or receiving tribal consent from the appropriate tribal authority as required in the [BEAD NOFO](#) and Montana’s Initial Proposal Volume II ([IPVII Section 2.4.8](#)).

***NOTE:** If proposing a project on tribal lands, please contact the tribe directly or reach out to Director Misty Kuhl, Department of Indian Affairs, State of Montana at misty.kuhl@mt.gov and cc the ConnectMTTechAssistance@mt.gov website to facilitate the process of coordinating with Tribal leadership.*

Certifications

The following questions are certifications required by NTIA. Please respond “Yes” or “No”, and if No, please provide additional information.

5.15 —Does the applicant certify that, to the best of their knowledge and belief, its organization and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any federal department or agency?

5.16 —Does the applicant certify that, to the best of its knowledge and belief, its organization and its principals have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, Eligible Entity, or local) transaction or contract under a public transaction; violation of federal or Eligible Entity antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property?

5.17—Does the applicant certify that, to the best of its knowledge and belief, its organization and its principals are not presently indicted for or otherwise

criminally or civilly charged by a governmental entity (federal, Eligible Entity or local) with commission of any of the offenses enumerated in question 5.16?

5.18—Does the applicant certify that, to the best of its knowledge and belief, its organization and its principals have not within a three-year period preceding this application/proposal had one or more public transactions (federal, Eligible Entity, or local) terminated for cause or default?

5.19—Does the applicant certify that its organization will implement support of workplace safety committees that are authorized to raise health and safety concerns in connection with the delivery of deployment projects, and commit to annual recertification for the duration of BEAD implementation?

5.20—Does the applicant certify it has access to the available funds for all project costs that exceed the project funding request (e.g., matching funds, initial expenses prior to reimbursement)?

5.21—Please upload a statement signed by an executive with the authority to bind the company, which certifies and guarantees the subgrantee's minimum qualifications for financial capability (i.e. the applicant organization is qualified to meet the obligations associated with its proposed Project(s), and the prospective subgrantee will have available funds for all project costs that exceed the amount of the grant.

5.22—Does the applicant certify that the applicant, including any partnerships and consortia members, has not participated and will not participate in any collusion, bias or conflict of interest, pursuant to the [BEAD NOFO, Section 18-4-141 of the Montana Code Annotated 2023](#) and 47 CFR 1.2105 as part of this application process?

Additional Compliance Questions

5.23—As the primary grant recipient for BEAD, Montana has oversight responsibility for its subgrantees. To support its initial risk assessment of the BEAD portfolio, ConnectMT Broadband Office will review applications for operational, technical, and financial experience, including previous experience with state and federal funding. Please respond "Yes", "No", or "N/A" for the following compliance questions.

For Applicant Awareness: The responses to these questions are only used for informational purposes as Montana develops a risk analysis for its grant portfolio.

5.23A—Has the applicant previously received ConnectMT Broadband Office funds (for state-supported programs) or federal funds (for federal-supported programs)?

5.23B—Has the applicant provided broadband internet access services for more than two years?

- 5.23C—Does the applicant receive 25% or more of its total funding through federal or state awards?**
- 5.23D—If the applicant previously received funds from ConnectMT Broadband Office, did the applicant return more than 10% of its grant allocation to ConnectMT Broadband Office at the completion of the project?**
- 5.23E—Has the applicant ever been subject to recoupment of payments under any federal or state grant?**
- 5.23F—Does the applicant have a financial management system in place to track and record expenditures for the program?**
- 5.23G—Does the applicant have a records management and retention system that allows for the preparation of required reports and tracking of funds to each program?**
- 5.23H—Does the applicant have a property management system to track and record the acquisition and use of real property, equipment, and supplies?**
- 5.23I—Does the applicant have policies and procedures in place to obtain insurance for real property and equipment it acquires, including through self-insurance?**
- 5.23J—Does the applicant have policies and procedures in place to prevent the procurement and use of prohibited covered telecommunications and video surveillance services or equipment?**
- 5.23K—Does the applicant have policies and procedures in place to obtain required permits and comply with environmental, historic preservation, and other land use requirements?**
- 5.23L—Does the applicant have established effective procedures and internal controls that provide safeguards and reasonable assurances that the award will be managed in compliance with applicable laws and the terms and conditions of the award?**
- 5.23M—Does the applicant have a time and accounting system to identify time and expenses associated with the project? If yes, please note that each project must be able to be tracked separately.**
- 5.23N—Is the applicant required to provide a Budget to Actual financial report to an appropriate oversight group (e.g., committee, board members, stockholders)?**
- 5.23O—Does the applicant owe any money to any division of ConnectMT Broadband Office or to the federal government under any program where it has not arranged a repayment plan?**

5.23P—Has a petition been filed with respect to the applicant or its affiliates under the Bankruptcy Code in the past five years?

5.23Q—Does the applicant have policies and procedures in place to allow employees to report potential noncompliance or waste, fraud, and abuse potentially affecting the federal award?

5.23R—Does the applicant plan to assign staff to the project that have worked with the business for less than one year?

5.23S—Has the applicant received oversight monitoring for any federal or state dollars awarded?

5.23T—If so, were there any findings cited during monitoring activities?

5.23U—Is the applicant on a corrective action plan from monitoring?

5.23V—Does the applicant have any unresolved questioned costs or finding of fiscal inadequacy as a result of project monitoring?

5.23W—Has the applicant currently or previously been suspended or debarred by any federal or state agency?

5.23X—Is the applicant presently the subject of any litigation, or if any litigation is threatened, which would have a material adverse effect on the Applicant's financial condition?

5.23Y—Has the applicant organization ever been involved in bankruptcy, a creditor/s rights or receivership proceeding, or sought protection from creditors?

5.23Z—Has the applicant ever settled a debt with a lending institution for less than the full amount outstanding?

5.23AA—Has the applicant ever had a senior manager or principal convicted of any felony or misdemeanor, other than a minor traffic violation, or whether there are any such charges pending?

5.23BB—Does the applicant have any outstanding judgements or liens pending against them other than liens in the normal course of business?

DOCUMENTS TO PREPARE

- If applicable, updated resumes for essential financial, technical, and managerial personnel (in PDF format);
- If applicable, updated organizational chart including all relevant personnel (in Word, PDF, or Excel format);

- Updated evidence detailing prior experience for recent broadband projects (in Word, PDF, or Excel format);
- Legal opinion demonstrating capability to carry out funded activities competently and in compliance with applicable laws, including disclosure of any violations or pending court proceedings (in Word or PDF format);
- If applicable, updated PDF screenshot of active SAM.gov registration;
- If applicable, updated documentation of state business registration (in PDF format);
- If applicable, updated list of previous awards, planned applications for state or federal funding, and ongoing awarded projects, along with project information template (in Word, PDF, or Excel format);
- If applicable, qualified operating or financial reports filed with the relevant financial institution for the past year (in Word, Excel, or PDF format);
- If applicable, updated SCRM and Cyber Security plans (in Word or PDF format); and
- If applicable, legally binding tribal resolution certifying consent and approval to build on tribal land (in Word or PDF) or evidence of beginning process of obtaining such documentation.

SECTION 6: PROJECT STAFFING AND LABOR REQUIREMENTS

SUMMARY

This section of the application focuses on project staffing and subcontracting plans and ensuring workforce qualifications. Applicants are required to explain their staffing approach, provide project-specific resumes, detail recruitment plans, disclose unionization status, assure workforce credentials and compliance with workplace safety, certify personnel qualifications, and outline subcontracting plans.

APPLICATION QUESTIONS

6.1—Please provide a narrative explaining your approach to project staffing, including if the workforce is directly employed, subcontracted, or a combination of the two.

6.2—Please upload project-specific resumes to illustrate that your staff is adequately qualified to carry out the project, if they were not uploaded previously. Each resume should be no more than one page and must be uploaded as a PDF. As a reminder, do not include PII on resumes.

6.3—Please provide a narrative detailing your organization’s plans to recruit qualified employees, which could include roles such as network engineers, technicians, or project managers with relevant expertise in the telecommunications or technology sector. In the narrative, please note any registered apprenticeship or labor management programs your organization participates in.

6.4—Please provide a narrative that details the steps your organization will take to ensure that all members of its project workforce have the appropriate credentials. Please note any on-the-job training programs offered to employees.

6.5—Would you like to update the relevant certifications you require for staff for deployment projects as mandated by state and federal law and reflective of industry best practices from the Prequalification application?

6.5A—Please upload the relevant certifications you require for staff for deployment projects as mandated by state and federal law and reflective of industry best practices. This list should be organized by role. Certifications should be in PDF, Word, or Excel format.

6.6—Please indicate if your company anticipates using subcontractors for the deployment project.

6.6A—Please provide a narrative describing which subcontractors you plan to engage.

6.6B—Please upload a document detailing your contractor selection process along with which skills, certifications, qualifications, and training programs will be required for each role. For example, include information that will help reviewers understand whether certifications are appropriate and reflective of industry best practices (e.g., aligned with Occupational Safety and Health Administration [OSHA] or Building Industry Consulting Service International [BICSI] standards). Document should be in Word, PDF, or Excel format.

6.7—Please certify that your organization will implement support of workplace safety committees that are authorized to raise health and safety concerns in connection with the delivery of deployment projects and commits to annual recertification for the duration of BEAD implementation.

I certify that the applicant organization will implement support of workplace safety committees that are authorized to raise health and safety concerns in connection with the delivery of deployment projects and commit to annual recertification for the duration of BEAD implementation.

6.8—Please upload any supporting materials that demonstrate compliance with workplace safety.

DOCUMENTS TO PREPARE

- Project-specific resumes for key personnel involved in the project, demonstrating their qualifications and experience (in PDF format);
- Relevant certifications required for staff deployment as mandated by state and federal law and reflective of industry best practices (in PDF, Word, or Excel format); and
- Materials that demonstrate compliance with workplace safety (in Word, PDF, or Excel format).

SECTION 7: PROJECT PLAN

SUMMARY

This section of the application centers on the technical aspects and financial planning of the proposed broadband project. Applicants are required to submit a Project Plan to demonstrate its technical capability with respect to the proposed project. The detailed design plan submission shall be certified and stamped by a currently licensed professional engineer. The Project Plan submission must include the components listed below.

APPLICATION QUESTIONS

7.1—Applicants must provide a technical narrative as a PDF detailing how the proposed infrastructure will deliver service that reliably meets or exceeds the program required speeds for all proposed BSLs and CAIs in the project area. The narrative must include a discussion that comprises customer take rate assumptions, anticipated oversubscription ratios, network capacity, and construction methodology best practices. Critical details to be submitted within the narrative include:

- A detailed description of how the network will be connected to sufficient backhaul infrastructure to support the program performance requirements.
 - If the proposed network leverages backhaul infrastructure from its own existing network, describe that infrastructure and how the proposed network interconnects with it.
 - If the proposed network leverages backhaul infrastructure from another organization's existing network, describe that infrastructure, how the proposed network interconnects with it, and the negotiated terms for which the applicant will have access to the infrastructure for the life of their required service commitment.
 - If the proposed network requires construction of new backhaul infrastructure, describe that infrastructure, how construction of the infrastructure will be funded, what steps have been taken to ensure the new infrastructure will be commissioned prior to the applicant's proposed subscriber activation dates, and how the proposed network interconnects with it.
- An explanation of the projected subscriber take rate and the anticipated level of oversubscription based on the proposed network capacity.
- A network scalability plan to meet the program performance requirements if subscriber take rate is higher than anticipated, customers subscribe to higher service level offerings than anticipated, or any other factors that may require additional network capacity.

- A detailed description of how the proposed network will be deployed using industry best practices.
 - Describe what anticipated portions of the network will be built using underground or aerial.
 - If underground construction is proposed, describe the construction methods to be used (e.g., directional drilling, trenching).
 - Describe the construction materials and equipment to be used in the network (e.g., 1.25" HDPE conduit, 144-count fiber-optic cable, Calix E7 platform) and how the selected materials support a sustainable and scalable network.

For Applicant Awareness: The network description details should align with the information presented in the network design shapefiles and detailed project cost estimates.

7.2—Applicants must provide a proposed network design that includes all proposed BSL and CAI served by the project, all proposed fiber infrastructure routes to be constructed via the project, and project area boundary polygons encompassing all infrastructure routes, BSLs, and CAIs. The preliminary network design will be uploaded in shapefile format.

The shapefile format is designed to store and represent various types of geographic features, such as points, lines, and polygons, along with attribute information associated with these features. A shapefile is comprised of six separate files extensions (.CPG, .dfb, .prj, .sbn, .spx, and .shp.). Shapefiles containing all six file extensions shall be uploaded in a zipped folder.

The following layers shall be present in the submitted .shp file:

- The applicant's proposed BSL shall be submitted as point feature. This layer must be named "BSL." If an applicant is submitting multiple applications, each separate application must still name each submitted file as "BSL" with no additional numbers or characters. The location data must be sourced from either the program's official map fabric or the officially published BSL .csv files. Applicants can obtain the official program BSL data by accessing the [ConnectMT website](#) and looking under "Challenge Process Results."
- The applicant's proposed CAI locations shall be submitted as point feature. This layer must be named "CAI." If an applicant is submitting multiple applications, each separate application must still name each submitted file as "CAI" with no additional numbers or characters. The location data must be sourced from either the Program's official map fabric or the officially published CAI .csv files. Applicants can obtain the official program CAI data by accessing the [ConnectMT website](#) and looking under "Challenge Process Results."
- The applicant's proposed fiber infrastructure routes shall be submitted as line features and the layer should be named "Network_Infrastructure" in the submitted

shapefiles. The submitted routes shall be provided as a singular line representative of all fiber infrastructure (conduit, fiber, aerial attachments) to be placed along any individual pathway (e.g., public rights-of-way, private easements). Routes shall be inclusive of all new backhaul, backbone, and distribution infrastructure. Routes that would only be constructed as part of subscriber activations (i.e., “drops” to individual subscriber locations constructed upon customer signup), shall not be included in the submitted file. The project’s estimated take rate and drop mileage will be captured separately within the application.

- The applicant’s proposed service area(s) shall be submitted as polygon features. The polygon must encompass all proposed locations and proposed infrastructure routes submitted as part of the project shapefile and the layer should be labelled “Project_Boundary” in the submitted shapefiles.

7.3—Applicants must provide logical network design drawing (network diagram) that illustrates the logical connectivity for the network, depicts the desired architecture of the network in terms of hardware placement, hardware redundancy, and indicates the types of network platforms or technologies to use in each layer of the network. Existing infrastructure present on the diagram should be identified as existing to clearly identify new proposed infrastructure. The diagram should convey the network’s capacity to provide each proposed BSL and CAI with required broadband speeds. This document shall be submitted in PDF format. An example of the logical network diagram can be found in [Appendix F](#).

7.4—Applicants must provide a project cost estimate that offers sufficient granularity to demonstrate an understanding of the proposed project and associated estimated costs. The cost estimate must include a detailed itemization of each cost and sufficient descriptiveness to verify the eligibility of each cost item proposed. For each cost item, the applicant must indicate the breakdown of costs to be covered by grant funds versus provided by applicant matching funds. Applicant shall only provide eligible costs within its project cost estimate. The project cost estimate shall be submitted in spreadsheet format using the template provided on the [ConnectMT website](#), titled “MT BEAD Main Round Project Cost Submission Template” (See [Appendix G](#)). The provided template includes instructions on how to fill out the spreadsheet and provides a description of what is to be included within each cost category. For further reference, an example spreadsheet with sample costs and supporting narrative entered into the template has also been provided on the [ConnectMT website](#), titled “MT BEAD Main Round Project Cost Submission Template (Filled)”.

℞ For Applicant Awareness: Please note, in building up a project cost summary, a contingency of 5% of construction costs is allowable.

7.5—The applicant must provide a project timeline that articulates its ability to complete the project within the four-year timeframe. The timeline shall include the key milestones for project implementation, and must include:

- Planning or Engineering;
- Permitting or Make Ready;
- Material and Equipment Procurement;
- Network Construction;
- Subscriber Activations; and
- Project Closeout Submission.

The timeline document shall be submitted in spreadsheet format using the template provided on the [ConnectMT website](#), titled “MT BEAD Main Round Project Timeline” (See [Appendix I](#)).

7.6—The applicant must obtain certification from a currently licensed professional engineer confirming the accuracy and completeness of the Project Plan materials and attesting that the proposed network can deliver broadband service that meets the requisite performance requirements to all proposed locations within the required four-year deployment timeline. The professional engineer must stamp and sign the certification document. The certification shall be submitted in PDF format using the template provided on the [ConnectMT site](#), titled “MT BEAD Main Round Professional Engineer Certification” (See [Appendix J](#)).

7.7—In addition to obtaining technical certification from a currently licensed professional engineer, the applicant’s [Authorized Organizational Representative \(AOR\)](#) must certify that the organization will comply with the following program requirements:

7.7A—Applicant certifies that the proposed broadband project will deliver qualifying broadband service as defined in the ([BEAD NOFO p 37](#)). The applicant will deliver Reliable Broadband Service and will not rely on any network segment that is not compliant with reliable broadband technology (fiber, HFC, DSL, licensed fixed wireless).

7.7B—Applicant certifies that at time of project closeout, all proposed BSLs shall be capable of receiving Reliable Broadband Service with speeds of not less than 100 Mbps for downloads and 20 Mbps for uploads with 95% of latency measurements during testing windows falling at or below 100 milliseconds round-trip time. See ([BEAD NOFO pp 64–65](#)).

7.7C—Applicant certifies that at time of project closeout, grant funded connections to proposed Eligible CAIs shall be capable of delivering service at speeds not less than 1 Gigabit per second for downloads and 1 Gigabit per second for uploads with 95% of latency measurements during testing windows falling at or below 100 milliseconds round-trip time. Additionally, the applicant certifies that these grant funded connections can be used to provide business data services, which refers to the dedicated point-to-point transmission of data at certain guaranteed speeds and service levels using high-capacity connections. See ([BEAD NOFO p 65](#)).

7.7D—Applicant certifies that its submitted project cost estimate is accurate and encompasses all costs to be incurred by the applicant as part of the proposed broadband project.

7.7E—Applicant certifies that its submitted project timeline is accurate and that it will be capable of providing broadband service to each proposed BSL and CAI that desires service within the committed timeframe.

7.7F—Applicant certifies that it will obtain all necessary federal, state, and local governmental permits and required approvals necessary for the proposed work to be completed.

7.8—Applicants may identify extremely high-cost locations within their project’s proposed CBG(s). These are locations that the applicant recommends descoping from the project to allow the applicant to make a more competitive bid on the CBG the locations are removed from.

The extremely high-cost locations document shall be submitted in spreadsheet format using the template provided on the ConnectMT site, titled “MT Bead Main Round Project Cost Reduction Spreadsheet” ([Appendix H](#)). The following information must be submitted by the applicant for each identified extremely high-cost location:

- County name;
- Census Block Group ID number;
- FCC Location ID; and
- Project cost reduction (by removing that location from the scope).

7.9—For project plans that include a fixed wireless deployment component, applicants must provide additional design details relating to the fixed wireless portion of the design. This additional information will allow the Connect MT Broadband Office to properly evaluate the applicants’ design. Submissions must include detailed information for the following design components:

- Site radio frequency (RF) Parameters
 - Site location information
 - Sector information
- BSL Parameters
- Network RF Parameters
 - Physical Equipment Information
 - Base Station
 - Customer Premise equipment (CPE) information

The additional design details should be submitted in Excel format using the template provided in [Appendix K: Fixed Wireless Design Submission Template](#). The template provided includes instructions on how to fill out the spreadsheet and provides a description of what is to be included within each field.

DOCUMENTS TO PREPARE

- Zipped file of shapefiles illustrating current infrastructure relative to the proposed network design;
- PDF file illustrating the network's major components and specifications;
- Excel document detailing project costs, including itemized expenses;
- Excel template outlining the project's planning and completion schedule;
- Excel template detailing the additional fixed wireless design details, if applicable;
- PDF certification demonstrating the network's capability to meet performance standards; and
- Relevant documents certifying technical and financial qualifications as required.

SECTION 8: ENVIRONMENTAL AND HISTORICAL COMPLIANCE

For NTIA to fulfill the necessary [National Environmental Policy Act \(NEPA\)](#) and the National Historic Preservation Act ([NHPA, also commonly referred to as Section 106](#)) requirements, applicants seeking Montana BEAD may need to provide additional information during the review process. Additional NEPA guidance is forthcoming from NTIA for how it wants the state to engage on these issues. The ConnectMT Broadband Office will follow up as necessary with applicants concerning any questions, unresolved issues, and other concerns, to complete the NEPA/Section 106 review process.

Please refer to NTIA's BEAD NEPA Resource page for general information about these requirements for BEAD subgrantees. See <https://broadbandusa.ntia.doc.gov/funding-programs/broadband-equity-access-and-deployment-bead-program#BEADNEPA>.

SECTION 9: OWNERSHIP INFORMATION

SUMMARY

This section provides applicants with the option to update organizational ownership information provided during the Prequalification application. If opting for an update, detailed disclosure is mandated for various ownership aspects, including real parties of interest, stockholders, limited and general partnership members, limited liability company members, indirect ownership interests, and FCC-regulated entities in which the applicant or related parties hold significant stock. Each disclosure must include comprehensive details such as names, addresses, citizenship, relationship to the company, and percentage of interest held.

APPLICATION QUESTIONS

9.1—Would you like to update the ownership information you submitted in the Prequalification application?

9.1A—See the ownership information below.

Each applicant must fully disclose ownership disclosure requirements. Please provide any updates when prompted in AmpliFund to fulfill this requirement set forth in [47 C.F.R. § 1.2112\(a\)\(1\)-\(7\)](#). The ownership information includes:

1. List the real party or parties in interest in the applicant or application, including a complete disclosure of the identity and relationship of those persons or entities directly or indirectly owning or controlling (or both) the applicant.
2. List the name, address, and citizenship of any party holding 10% or more of stock in the applicant, whether voting or nonvoting, common, or preferred, including the specific amount of the interest or percentage held.
3. List, in the case of a limited partnership, the name, address, and citizenship of each limited partner whose interest in the applicant is 10% or greater (as calculated according to the percentage of equity paid in or the percentage of distribution of profits and losses).
4. List, in the case of a general partnership, the name, address, and citizenship of each partner, and the share or interest participation in the partnership.
5. List, in the case of a limited liability company, the name, address, and citizenship of each of its members whose interest in the applicant is 10% or greater.
6. List all parties holding indirect ownership interests in the applicant as determined by successive multiplication of the ownership percentages for each link in the vertical ownership chain, that equals 10% or more of the applicant, except that if the ownership percentage for an interest in any link in the chain exceeds 50% or

represents actual control, it shall be treated and reported as if it were a 100% interest.

7. List any FCC-regulated entity or applicant for an FCC license, in which the applicant or any of the parties identified in paragraphs (a)(1) through (a)(5) of this section, owns 10% or more of stock, whether voting or nonvoting, common, or preferred. This list must include a description of each such entity's principal business and a description of each such entity's relationship to the applicant (e.g., Company A owns 10% of Company B (the applicant) and 10% of Company C, then Companies A and C must be listed on Company B's application, where C is an FCC licensee or license applicant).

DOCUMENTS TO PREPARE

- Updated ownership documentation if necessary.

SECTION 10: ADDITIONAL INFORMATION AND CURING

SUMMARY

This section provides applicants with the option to submit additional information as part of their applications. This section is optional.

APPLICATION QUESTIONS

Additional Information

10.1—If you would like to provide a letter of support to the ConnectMT Broadband Office, please include that here but note that this information will not be used to evaluate you/scored.

Confidential Documents

Applicant Instructions for Uploading Confidential Information

To keep all confidential information, separate from the main application records, please follow the instructions below.

Any documents deemed by the applicant to include confidential information, trade secrets, or personal information **MUST** be uploaded separately into the “Confidential Documents” field located at the end of the application. These documents must be updated as a single PDF and the file name must include the Applicant’s name and the words CONFIDENTIAL INFORMATION in the file name.

It is also the applicant’s responsibility to reference pertinent information that may be included in the confidential documents file in response to each question that fits the criteria, or the applicant could be deemed non-responsive.

10.2—Do you have confidential documents? (Y/N)

10.2A—If Yes, please upload a single PDF containing all documents considered confidential.

Curing Request

This section should only be completed if you have been asked to provide additional or updated information as part of a curing request. **LEAVE THIS SECTION BLANK AS PART OF THE INITIAL APPLICATION.**

10.3—Have you been asked to provide updated information as part of a curing request? (Y/N)

10.3A—If Yes,

- **Which curing request are you addressing?**
- **Please provide a narrative description of any changes or additional information provided.**
- **Please upload the requested file, if applicable.**

GLOSSARY

Term	Definition
AmpliFund	Application system where the Main Round application is hosted, applicants apply and submit all documents through this system.
Authorized Organizational Representative (AOR)	The person who is legally able to make financial decisions and sign contracts on the applicant's behalf.
Benchmark Reference Pricing	A reference price set for each Census Block Group (CBG) for the provision of broadband to all unserved and underserved Broadband Serviceable Locations within the CBG. It is used as an objective reference against which to score applications, incentivizing minimum BEAD outlays per CBG.
Broadband Equity, Access, and Deployment Program (BEAD)	The BEAD Program is a federally funded initiative by the U.S. Department of Commerce's National Telecommunications and Information Administration (NTIA). The program aims to expand high-speed internet access across the United States by providing financial support for planning, infrastructure deployment, and broadband adoption efforts. BEAD focuses on closing the digital divide by ensuring that unserved and underserved communities have access to reliable and affordable broadband services, thereby promoting digital equity and inclusion nationwide.
BEAD Notice of Funding Opportunity (NOFO)	The NOFO outlines the criteria for awarding grants under the BEAD program. This program is authorized by the Infrastructure Investment and Jobs Act of 2021, Division F, Title I, Section 60102, Public Law 117-58, 135 Stat. 429 (November 15, 2021), also known as the Bipartisan Infrastructure Law.
Broadband map	The Broadband Availability Map is the outcome of Montana's BEAD Challenge process, and it identifies which locations within Census Block Groups (CBGs) are eligible for funding under the BEAD program.
Broadband Serviceable Location	A valid address in the state of Montana representing either a household, business, farm, or community anchor institution.
Broadband Serviceable Location (BSL) Fabric	The data set of all residential and business locations (or structures) in the United States where fixed broadband internet access service is or can be installed.
Build America Buy America (BABA)	Act that requires that all the iron, steel, manufactured products (including but not limited to fiber-optic communications facilities), and construction materials used in the project or other eligible activities are produced in the United States unless a waiver is granted.
Census Block Groups (CBGs)	A geographical unit used by the United States Census Bureau that is bounded on all sides by visible features (streets, roads, streams, railroad tracks), nonvisible boundaries (city, town, township, and county limits), and short line-of-sight extensions of streets and roads.
Challenge Process	The Montana BEAD Challenge Process was designed to provide stakeholders with an opportunity to participate in the process of challenging the eligibility of locations for BEAD funding. Local governments, tribal governments, nonprofit organizations and

Term	Definition
	broadband service providers were eligible to participate in the process. This process launched in January 2024.
Community Anchor Institution (CAI)	An entity such as a school, library, health clinic, health center, hospital or other medical provider, public safety entity, institution of higher education, public housing organization, or community support organization that facilitates greater use of broadband service by vulnerable populations, including, but not limited to, low-income individuals, unemployed individuals, children, the incarcerated, and aged individuals.
ConnectMT Broadband Office	Section of the Montana Department of Administration (DOA) responsible for overseeing and carrying out broadband development and implementation.
Davis-Bacon Act	Act that requires contractors and subcontractors to pay their laborers and mechanics employed under the contract no less than the locally prevailing wages and fringe benefits for corresponding work on similar projects in the area.
End-to-end	The integrated approach of, or the life cycle determined by, examining the research and developmental process from the mining of the raw minerals to its processing into useful materials, its integration into components and devices, the use of such devices in the end-use application to satisfy certain performance metrics, and the recycling or disposal of such devices.
Extremely High Cost Per Location Threshold	The maximum BEAD subsidy cost per location to be utilized during the subgrantee selection process described in the (BEAD NOFO p 35) in which an Eligible Entity may decline to select a proposal if use of an alternative technology meeting the BEAD program's technical requirements would be less expensive.
Federal Communications Commission (FCC)	U.S. agency that regulates interstate and international communications by radio, television, wire, satellite, and cable in all 50 states, the District of Columbia, and U.S. territories.
Fixed Broadband	Any data transmission to a residence or business, i.e., a fixed location, using a variety of technologies such as cable, DSL, and fiber optics. It does not include cellular and satellite-based internet.
Fixed Wireless	A type of communications service that uses radio signals or other wireless links to transmit data between two fixed points. Under BEAD, fixed wireless uses include licensed spectrum or a hybrid of licensed and unlicensed spectrum.
Indefeasible Right-of-Use (IRU)	The exclusive, unrestricted, and indefeasible right to use one, a pair or more strands of a fiber cable for any legal purpose; with an IRU contractual arrangement the buyer of the IRU can unconditionally use the fiber of the IRU for long periods of time, approximately 25–30 years.
Initial Proposal Volume II (IPVII)	The main proposal submitted by the state of Montana to NTIA detailing the implementation of BEAD program within the state.
Infrastructure Investment and Jobs Act (IIJA)	Authorized \$1.2 trillion for transportation and infrastructure spending with \$550 billion of that figure going toward new investments and programs.

Term	Definition
Interim Financial Statement	A financial report covering a shorter period (usually a quarter or half-year) that has not been externally audited, offering a snapshot of a company's finances during that time.
ISP	Internet Service Provider
Latency	Latency measures the time it takes for information to travel from one point on a network to another. The BEAD program defines a low latency network as having 95% of its service connections at or below 100 milliseconds of latency (roundtrip), with no individual measurements above 300 milliseconds.
National Institute of Standards and Technology (NIST)	U.S. federal government agency responsible for promoting innovation and industrial competitiveness by advancing measurement science, standards, and technology.
National Telecommunications and Information Administration (NTIA)	Federal government agency principally responsible for advising the administration on telecommunications and information policy issues, including administering grant programs that further the deployment and use of broadband and other technologies in America; both NIST and NTIA are part of the U.S. Department of Commerce.
Non-Priority Application	Project applications that propose a technology solution that does not include a fully fiber-solution, which could include HFC, DSL, licensed fixed wireless, or a mix of these.
Personal Identifiable Information (PII)	Any information that can be used to identify an individual, such as their name, address, social security number, or other unique identifiers.
Prequalification Application	The first round of the BEAD application, which allows ConnectMT Broadband Office to screen applications for eligibility. A prequalification application is required in order to be eligible to apply for the Main Round.
Priority Application	Project applications that will provide service via end-to-end fiber-optic facilities to each end-user premise; these applications will be evaluated first for every project area.
Qualifying Broadband	For all locations except CAIs, this is Reliable Broadband Service with (i) a speed of not less than 100 Mbps for downloads; and (ii) a speed of not less than 20 Mbps for uploads; and (iii) latency less than or equal to 100 milliseconds. For a CAI, it is Reliable Broadband Service with (i) a speed of not less than 1 Gbps for downloads and uploads alike and (ii) latency less than or equal to 100 milliseconds.
Reliable Broadband Service (RBS)	Defined by the Infrastructure Act, 'Reliable Broadband Service' is service that is accessible to a location via 1) fiber-optic technology, 2) Cable Modem/ Hybrid fiber-coaxial technology, 3) digital subscriber line technology (DSL), or 4) terrestrial fixed wireless technology utilizing entirely licensed spectrum or using a hybrid or licensed and unlicensed spectrum.
Subgrantee	An entity to which a subgrant is awarded and who is accountable to the grantee for use of funds provided.
Supply Chain Risk Management Plan (SCRM)	Document identifying and mitigating risks within a company's supply chain to ensure continuity and minimize disruptions.
Underserved location	BSLs that lack access to reliable broadband service with a speed of not less than 100 Mbps downstream and 20 Mbps upstream and latency less than or equal to 100 Mbps.

Term	Definition
Unserved location	BSLs that lack access to reliable broadband service at speeds of at least 25 Mbps downstream and 3 Mbps upstream and latency levels less than or equal to 100 Mbps.

APPENDIX A: LIST OF SUPPLEMENTAL DOCUMENTATION

Section 3

- CBG Template
- Documentation of labor record, policies, practices;
- Documentation justifying length of service;
- Geo-located photograph of the existing network access point identified in the latitude and longitude coordinates in PDF or JPEG format; and
- Network design drawing indicating the network access point identified in the latitude and longitude coordinates in PDF or JPEG format.

Section 4

- Updated audited financial statements from both FY22 and 23 (if opting to update or if the FY23 audit was not submitted as part of the Prequalification application);
- Interim financial statements for the current fiscal year (if opting to update);
- Statement of Executive Authority (if opting to update);
- Documentation from a third-party financial institution certifying access to funds;
- Letter from a bank, credit union, or surety company confirming the commitment to issuing an Irrevocable Standby Letter of Credit (ILOC) or performance bond;
- Business plans and related analyses supporting the long-term viability of the project; and
- Project-level pro forma detailing anticipated Capital Expenditures (CapEx), Operational Expenditures (OpEx), projected subscriber numbers, and service pricing, along with all key assumptions from the business plan.

Section 5

- If applicable, updated resumes for essential financial, technical, and managerial personnel (PDF);
- If applicable, updated organizational chart including all relevant personnel (Word, Excel, or PDF);
- Updated evidence detailing prior experience for recent broadband projects (Word, PDF, or Excel);
- Legal opinion demonstrating capability to carry out funded activities competently and in compliance with applicable laws, including disclosure of any violations or pending court proceedings (Word or PDF);
- If applicable, updated PDF screenshot of active SAM.gov registration;
- If applicable, updated documentation of state business registration (PDF);

- If applicable, updated list of previous awards, planned applications for state or federal funding, and ongoing awarded projects, along with project information template (Word, PDF, or Excel);
- If applicable, qualified operating or financial reports filed with the relevant financial institution for the past year;
- If applicable, updated SCRM plan; and Cyber Security plans (Word or PDF); and
- If applicable, legally binding tribal resolution certifying consent and approval to build on tribal land (Word or PDF) or evidence of beginning process of obtaining such documentation.

Section 6

- Project-specific resumes for key personnel involved in the project, demonstrating their qualifications and experience (PDF);
- Relevant certifications required for staff deployment as mandated by state and federal law and reflective of industry best practices (PDF, Word, or Excel); and
- Materials that demonstrate compliance with workplace safety (PDF or Word).

Section 7

- Zipped file of shapefiles illustrating current infrastructure relative to the proposed network design;
- PDF file illustrating the network's major components and specifications;
- Excel document detailing project costs, including itemized expenses;
- Excel template outlining the project's planning and completion schedule;
- PDF file certification demonstrating the network's capability to meet performance standards; and
- Excel template detailing the additional fixed wireless design details, if applicable;
- Word or PDF certification demonstrating the network's capability to meet performance standards; and
- Relevant documents certifying technical and financial qualifications as required

Section 9

- Updated ownership documentation if necessary.

APPENDIX B: CBG TEMPLATE

Spreadsheet that provides applicants the opportunity to list CBG ID number, the number of BEAD-eligible locations in the CBG, and your proposed broadband project funding request amount for deploying the proposed broadband project area in that CBG. There are no formulas in this spreadsheet.


Census Block Group (CBG) Spreadsheet			
County Name	Census Block Group Identification Number	Number of proposed CAIs	BEAD Funds Requested
			\$ -
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Figure 11: Screenshot of the CBG spreadsheet template.

APPENDIX C: SCORING RUBRIC

SUBGRANTEE SELECTION RUBRIC - EXAMPLE TEMPLATE OVERVIEW		DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM - MAIN ROUND
Initial Proposal Requirement	Eligible Entities must upload a scoring rubric to be used in the subgrantee selection scoring process for deployment projects. This template may be used to respond to the BEAD Initial Proposal intake question 2.4.2.1 for Deployment Subgrantee Selection (Requirement 8). However, Eligible Entities may provide a unique version of the scoring rubric that aligns with the processes of their Eligible Entity and the BEAD NOFO requirements.	
Purpose	The Eligible Entity must submit the rubric to be used in their proposed Subgrantee Selection process, which outlines the weights assigned to the primary criteria, secondary criteria, and additional prioritization factors. NTIA will review the rubric to ensure alignment with the BEAD NOFO and Initial Proposal requirements. The Eligible Entity's subgrantee selection rubric must align with their responses throughout the Initial Proposal, such as the Labor Standards and Protection component of the Initial Proposal.	
BEAD NOFO Requirement	<p>This rubric must align with Section IV.B.7.b of the BEAD NOFO (pgs. 40 - 46), outlining prioritization and scoring in selection of last-mile broadband deployment projects. This includes selection criteria for "priority broadband projects" and other last-mile broadband deployment projects.</p> <p>Priority Broadband Projects: "Priority Broadband Projects" are designed to (1) "provide broadband service that meets speed, latency, reliability, consistency in quality of service, and related criteria as the Assistant Secretary shall determine" and (2) "ensure that the network built by the project can easily scale speeds over time to ... meet the evolving connectivity needs of households and businesses" and "support the deployment of 5G, successor wireless technologies, and other advanced services. NTIA has determined that "Priority Broadband Service Projects" are those that use end-to-end fiber-optic architecture.</p> <p>Other Last-Mile Broadband Deployment Projects: With respect to locations or sets of locations for which the Eligible Entity did not receive a proposal to deploy a Priority Broadband Project, the Eligible Entity shall first identify any locations with only one proposal that satisfies all other requirements with respect to subgrantees. In those locations or sets of locations, the entity submitting the sole proposal is the default winner, unless the Eligible Entity requests, and the Assistant Secretary grants, a waiver allowing the Eligible Entity to seek other potential subgrantees. To the extent there are multiple proposals seeking to serve a location or area that satisfy all other requirements with respect to subgrantees, the Eligible Entity shall undertake its competitive process to choose between or among those proposals.</p> <p>Primary Criteria: The primary criteria must collectively account for no less than three-quarters of the total benefits available across all the criteria the Eligible Entity employs in choosing between or among competing proposals (BEAD NOFO Footnote 66, pg. 43).</p>	

Figure 12: Screenshot of the Scoring Rubric overview template.

SUBGRANTEE SELECTION RUBRIC - PRIORITY PROJECTS				DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM: MAIN ROUND	
Total Category Weight	Primary Criteria (Required for All Subgrantee Selection)	Weight	Determination	Score	Explanation
75%	BEAD grant request: Applicant to provide the list of CBGs and the BEAD grant funding request for each project area they are applying for. If an applicant chooses to apply for multiple project areas, a separate list of CBGs and BEAD grant funding request should be provided for each project area. Each project area will be scored and evaluated separately.	40%	40 – (20 * (grant request amount / reference benchmark))	Example: The grant request amount for an application is \$50 and the reference funding benchmark for that project area is \$100. Score: 30 points	Example: Assume the reference funding benchmark for a particular project area is \$100. If the grant request amount is \$50, then the applicant would receive 30 points for this criteria per the scoring formula: $40 - (20 * (50/100)) = 30$
	Price per Gigabit service commitment: Applicant to provide evidence of the rate for which it offers 1/1 Gbps service to its existing customers and commit to offering the same rate to new customers in BEAD project areas. Applicants that do not currently offer 1/1 Gbps may make a forward-looking commitment to offer the same rate across all locations.	20%	Commitment to providing 1/1 Gbps service to the customers in BEAD project areas at the same rate offered in existing markets, or , for applicants that do not yet offer 1/1 Gbps, a forward-looking commitment to offer the same rate in all locations = 20 points	Example: An applicant currently provides 1/1 Gbps to existing consumers for \$100. The applicant commits to offering 1/1 Gbps service in its BEAD project area for \$100. Score: 20 points	Example: If the applicant commits to offering 1/1 Gbps service to new consumers in a BEAD project area at the same rate it currently offers 1/1 Gbps in an existing market, then the applicant earns 20 points for this criterion.
	Compliance with federal fair labor laws: Applicant to provide details of their past compliance with federal fair labor laws, according to the requirements outlined in Montana's BEAD Initial Proposal Volume II (Section 2.7.1). Applicant may also commit to offering prevailing wages for BEAD projects.	15%	0 violations of federal fair labor laws = 13 points 1 violation of federal fair labor laws = 6 points >1 violation of federal fair labor laws = 0 points If new entrant with no history of federal fair labor law compliance makes forward-looking commitments = 13 Future commitment to offering prevailing wages for BEAD project workforce = 2 additional points	Example: An applicant has one past federal fair labor law violation and commits to offering prevailing wages for BEAD projects. Score: 8 points	Example: If an applicant has only 1 past violation of federal fair labor laws and commits to offering prevailing wages for its BEAD workforce, then the applicant would receive 8 points as per the tiered scoring rubric and formula for this criteria: $6 + 2 = 8$
Secondary Criteria (Required for All Subgrantee Selection)					
25%	Speed to deployment: Applicant to provide the timeframe in which they are making a binding commitment to complete deployment of their BEAD-funded broadband project. Completion of a BEAD-funded broadband project means that for all locations within a given project area, construction is completed, and a customer could receive service within 10 days upon request.	1%	< 4 years to deployment = 1 point	Example: An applicant commits to deploying all BEAD-funded broadband in 2 years Score: 1 point	Example: If an applicant commits to deploying all BEAD-funded broadband in 2 years, then the applicant would receive 1 point since it is less than 4 years
	Additional Prioritization Factors				
	Ratio of unserved areas: Applicant to provide the list of CBGs they intend to include in a given project area. When the MBO releases application materials for the subgrantee process, the list of un- and underserved locations within each CBG will also be published. Since applicants must bid on all un- and underserved locations in a CBG, the MBO will have the list of un- and underserved locations that each applicant is committing to provide with broadband service.	14%	<2% unserved locations = 0 points 2% unserved locations = 1 point 4% unserved locations = 2 points 6% unserved locations = 3 points 8% unserved locations = 4 points 10% unserved locations = 5 points 12% unserved locations = 6 points 14% unserved locations = 7 points 16% unserved locations = 8 points 18% unserved locations = 9 points 20% unserved locations = 10 points 22% unserved locations = 11 points 24% unserved locations = 12 points 26% unserved locations = 13 points 28% unserved locations = 14 points	Example: Application includes 13% unserved locations as a percentage of total broadband serviceable locations Score: 6 points	Example: If an applicant's project area contains 13% unserved locations as a % of all broadband serviceable locations, then the applicant would receive 6 points per the tiered scoring rubric for this criteria.
	Use of existing infrastructure: Applicant to provide a shapefile that shows their existing infrastructure in relation to their proposed network design for BEAD funded infrastructure.	4%	≤1 mile of existing service area = 4 points >1 mile and ≤5 miles of existing service area = 3 points >5 miles and ≤10 miles of existing service area = 2 points >10 miles and ≤15 miles of existing service area = 1 point >15 miles of existing service area = 0 points	Example: Applicant's proposed network design for BEAD infrastructure is 12 miles from the applicant's existing service area Score: 1 point	Example: If one point of an applicant's project area network design for BEAD funded infrastructure is 12 miles from their existing service area, then the applicant would receive 1 point per the tiered scoring rubric for this criteria.
	Length of service in Montana: Applicant to provide the length of time they have been providing broadband service in the state, not including broadband service provided by any legacy companies.	4%	<10 years of broadband service = 0 points ≥10 and <20 years of broadband service = 1 point ≥20 and <30 years of broadband service = 2 points ≥30 and <40 years of broadband service = 3 points ≥40 years of broadband service = 4 points	Example: Applicant has been providing broadband service in Montana for 15 years Score: 1 point	Example: If an applicant has been providing broadband service in the State of Montana for 15 years, then the applicant would receive 1 point since it is greater than 10 and less than 20 years.
Inclusion of high-cost areas: Applicant to provide the list of CBGs they intend to include in a given project area. When the MBO releases application materials for the subgrantee process, it will include the CBGs eligible for funding with the corresponding set of un- and underserved locations. The MBO will also designate which CBGs are classified as high-cost CBGs based on the definition of high-cost areas as determined by NTIA as part of the BEAD allocation process.	1%	Once applications are received, all project areas that include at least 1 high-cost CBG will be awarded 1 point	Example: Applicant's project area includes 2 high-cost CBGs Score: 1 point	Example: Since the applicant's project area includes at least 1 high-cost CBG, 1 point will be awarded	
Number of locations served: Applicant to provide the list of CBGs they intend to include in a given project area in addition to the list of CAIs they intend to deploy broadband service to. In addition to the list of un- and underserved BSLs (eligible BSLs), the MBO will also publish the list of eligible Community Anchor Institutions (eligible CAIs) within each CBG.	1%	Number of eligible BSLs + eligible CAIs ≤ average number of eligible BSLs + eligible CAIs across all project areas = 0 points Number of eligible BSLs + eligible CAIs > average number of eligible BSLs + eligible CAIs across all project areas = 1 point	Example: Application includes 6,000 eligible locations and the average number of eligible locations across all project areas is 5,000 Score: 1 point	Example: If the average number of locations (eligible BSLs and eligible CAIs) across all project areas is 5,000 and the number of locations (eligible BSLs and eligible CAIs) proposed for a particular project area is 6,000, then the applicant would receive 1 point per the tiered scoring rubric for this criteria.	
Score Grand Total				Example: 69 points total	

Figure 13: Screenshot of Priority Scoring Rubric template.

SUBGRANTEE SELECTION RUBRIC - NON-PRIORITY PROJECTS				DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM: MAIN ROUND	
Total Category Weight	Primary Criteria (Required for All Subgrantee Selection)	Weight	Determination	Score	Explanation
75%	BEAD grant request: Applicant to provide the list of CBGs and the BEAD grant funding request for each project area they are applying for. If an applicant chooses to apply for multiple project areas, a separate list of CBGs and BEAD grant funding request should be provided for each project area. Each project area will be scored and evaluated separately.	40%	40 – (20 * (grant request amount / reference benchmark))	Example: The grant request amount for an application is \$50 and the reference funding benchmark for that project area is \$100. Score: 30 points	Example: Assume the reference funding benchmark for a particular project area is \$100. If the grant request amount is \$50, then the applicant would receive 30 points for this criteria per the scoring formula: 40 – (20 * (50/100)) = 30
	Price per Gigabit service commitment: Applicant to provide evidence of the rate for which it offers 100/20 Mbps service to its existing customers and commit to offering the same rate to new customers in BEAD project areas. Applicants that do not currently offer 100/20 Mbps may make a forward-looking commitment to offer the same rate across all locations.	20%	Commitment to providing 100/20 Mbps service to the customers in BEAD project areas at the same rate offered in existing markets, or, for applicants that do not yet offer 100/20 Mbps, a forward-looking commitment to offer the same rate in all locations = 20 points	Example: An applicant currently provides 100/20 Mbps to existing consumers for \$70. The applicant commits to offering 100/20 Mbps service in its BEAD project area for \$70. Score: 20 points	Example: If the applicant commits to offering 100/20 Mbps service to new consumers in a BEAD project area at the same rate it currently offers 100/20 Mbps in an existing market, then the applicant earns 20 points for this criterion.
	Compliance with federal fair labor laws: Applicant to provide details of their past compliance with federal fair labor laws, according to the requirements outlined in Montana's BEAD Initial Proposal Volume II (Section 2.7.1). Applicant may also commit to offering prevailing wages for BEAD projects.	15%	0 violations of federal fair labor laws = 13 points 1 violation of federal fair labor laws = 6 points >1 violation of federal fair labor laws = 0 points If new entrant with no history of federal fair labor law compliance makes forward-looking commitments = 13 Future commitment to offering prevailing wages for BEAD project workforce = 2 additional points	Example: An applicant has one past federal fair labor law violation and commits to offering prevailing wages for BEAD projects. Score: 8 points	Example: If an applicant has only 1 past violation of federal fair labor laws and commits to offering prevailing wages for its BEAD workforce, then the applicant would receive 8 points as per the tiered scoring rubric and formula for this criteria: 6+ 2 = 8
Secondary Criteria (Required for All Subgrantee Selection)					
25%	Speed to deployment: Applicant to provide the timeframe in which they are making a binding commitment to complete deployment of their BEAD-funded broadband project. Completion of a BEAD-funded broadband project means that for all locations within a given project area, construction is completed, and a customer could receive service within 10 days upon request.	1%	< 4 years to deployment = 1 point	Example: An applicant commits to deploying all BEAD-funded broadband in 2 years Score: 1 point	Example: If an applicant commits to deploying all BEAD-funded broadband in 2 years, then the applicant would receive 1 point since it is less than 4 years
	Speed of network and other technical capabilities: Applicant to provide both the maximum advertised speed they are committing to offer for a proposed project area, as well as the network design and proposed technologies to be used. A qualified engineer will review the speed and network design to ensure the proposed technology can achieve the specified speeds.	1%	< 250/50 Mbps = 0 points ≥ 250/50 Mbps = 1 point	Example: An applicant commits to providing broadband speeds of at least 250/50 Mbps Score: 1 point	Example: If an applicant commits to providing broadband speeds of at 250/50 Mbps and a review of the proposed technology and network design reveals that it is capable of achieving such speeds, the applicant would receive 1 point per the tiered scoring rubric for this criteria.
	Ratio of unserved areas: Applicant to provide the list of CBGs they intend to include in a given project area. When the MBO releases application materials for the subgrantee process, the list of un- and underserved locations within each CBG will also be published. Since applicants must bid on all un- and underserved locations in a CBG, the MBO will have the list of un- and underserved locations that each applicant is committing to provide with broadband service.	14%	<2% unserved locations = 0 points 2% unserved locations = 1 point 4% unserved locations = 2 points 6% unserved locations = 3 points 8% unserved locations = 4 points 10% unserved locations = 5 points 12% unserved locations = 6 points 14% unserved locations = 7 points 16% unserved locations = 8 points 18% unserved locations = 9 points 20% unserved locations = 10 points 22% unserved locations = 11 points 24% unserved locations = 12 points 26% unserved locations = 13 points 28% unserved locations = 14 points	Example: Application includes 13% unserved locations as a percentage of total broadband serviceable locations Score: 6 points	Example: If an applicant's project area contains 13% unserved locations as a % of all broadband serviceable locations, then the applicant would receive 6 points per the tiered scoring rubric for this criteria.
	Use of existing infrastructure: Applicant to provide a shapefile that shows their existing infrastructure in relation to their proposed network design for BEAD funded infrastructure.	3%	≤1 mile of existing service area = 3 points >1 mile and ≤10 miles of existing service area = 2 points >10 miles and ≤15 miles of existing service area = 1 point > 15 miles of existing service area = 0 points	Example: Applicant's proposed network design for BEAD infrastructure is 12 miles from the applicant's existing service area Score: 1 point	Example: If one point of an applicant's project area network design for BEAD funded infrastructure is 12 miles from their existing service area, then the applicant would receive 1 point per the tiered scoring rubric for this criteria.
	Length of service in Montana: Applicant to provide the length of time they have been providing broadband service in the state, not including broadband service provided by any legacy companies.	4%	<10 years of broadband service = 0 points ≥10 and <20 years of broadband service = 1 point ≥20 and <30 years of broadband service = 2 points ≥30 and <40 years of broadband service = 3 points ≥40 years of broadband service = 4 points	Example: Applicant has been providing broadband service in Montana for 15 years Score: 1 point	Example: If an applicant has been providing broadband service in the State of Montana for 15 years, then the applicant would receive 1 point since it is greater than 10 and less than 20 years.
	Inclusion of high-cost areas: Applicant to provide the list of CBGs they intend to include in a given project area. When the MBO releases application materials for the subgrantee process, it will include the CBGs eligible for funding with the corresponding set of un- and underserved locations. The MBO will also designate which CBGs are classified as high-cost CBGs based on the definition of high-cost areas as determined by NTIA as part of the BEAD allocation process.	1%	Once applications are received, all project areas that include at least 1 high-cost CBG will be awarded 1 point	Example: Applicant's project area includes 2 high-cost CBGs Score: 1 point	Example: Since the applicant's project area includes at least 1 high-cost CBG, 1 point will be awarded
Number of locations served: Applicant to provide the list of CBGs they intend to include in a given project area in addition to the list of CAIs they intend to deploy broadband service to. In addition to the list of un- and underserved BSLs, the MBO will also publish the list of eligible Community Anchor Institutions (CAIs) within each CBG.	1%	Number of eligible BSLs + eligible CAIs ≤ average number of eligible BSLs + eligible CAIs across all project areas = 0 points Number of eligible BSLs + eligible CAIs > average number of eligible BSLs + eligible CAIs across all project areas = 1 point	Example: Application includes 6,000 eligible locations and the average number of eligible locations across all project areas is 5,000 Score: 1 point	Example: If the average number of locations (eligible BSLs and eligible CAIs) across all project areas is 5,000 and the number of locations (eligible BSLs and eligible CAIs) proposed for a particular project area is 6,000, then the applicant would receive 1 point per the tiered scoring rubric for this criteria.	
Score Grand Total				Example: 70 points total	

Figure 14: Screenshot of Non-Priority Scoring Rubric template.

APPENDIX D: PRO FORMA

Tab Name	Tab Instructions
Project-Level Income Statement	This sheet lists the revenues and expenses specific to the MT BEAD project. There are also other metrics listed below row 29. The applicant should fill out any white cells which are editable. Gray cells are formulaic and automatically calculated from the figures put into the white cells.
Capital Investment Workbook (CIW)	This sheet lists all the project costs and sources of funds for such costs. Below these tables are two requirements that should be met: (1) the total sources of funds must be equal to the total project costs, and (2) at least 25% of the total project costs must be funding by sources outside of MT BEAD. The applicant may disregard the second requirement if the CBG (Census Block Group) is waived. The information in this sheet will ultimately come from: Project Plan (or technical document) > Project Cost Details Subtab > Category Cost Totals. The applicant should fill out any white cells which are editable.
Capital Investment Schedule (CIS)	This sheet lists a timeline that shows when the project costs are incurred within the next five years. The applicant should fill out any white cells that are editable.
Debt Summary	This sheet lists all current and likely future sources of debt for the applicant.

Feature	Feature Instructions
Tooltips	Many line items have associated tooltips that the applicant may look at for guidance on what encompasses a certain line item. These are visible when the cursor is on the cell that contains the name of the line item. If these don't show up, please contact the DOA and a detailed list will be provided.
Business Plan and Project Plan (technical document) Footnotes	These are the right-most columns in each sheet. The applicant may use the format "see page X, paragraph Y of the business plan" to show how the projected figures in this pro forma connect with written assumptions in the Business Plan and Project Plan (technical document). The recommendation is that the applicant should footnote any financial and technical line items that are tied to assumptions in both plans.

Project Level Income Statement						DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM: MAIN ROUND
	Future Projections					Footnotes Connected to Business Plan
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	
Local Network Services Revenue Access						Footnote Highly Recommended
Network Access Services Revenue						Footnote Highly Recommended
Long Distance Network Services Revenue						Footnote Highly Recommended
Carrier Billing and Collection Revenue						Footnote Highly Recommended
Other Operating Revenue						Footnote Highly Recommended
Net Operating Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	
Plant Specific Operations Expense						
Plant Nonspecific Operations Expense (excluding depreciation & amortization)						
Depreciation Expense						
Amortization Expense						
Customer Operations and Corporate Operations Expenses (overhead)						
Other Operating Expense						
Total Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Income or Margins	\$ -	\$ -	\$ -	\$ -	\$ -	
Interest on Project Funded Debt						
Total Fixed Charges	\$ -	\$ -	\$ -	\$ -	\$ -	
Taxes						
Extraordinary Items						
Total Net Income or Margins	\$ -	\$ -	\$ -	\$ -	\$ -	
Principal Payments on Long-Term Debt and Capital Leases (only for funded project)						
Subscriber Projections						
Existing Subscribers Beginning of Year (network wide)						Footnote Highly Recommended
New Subscribers (off of existing network or other future CapEx)		0	0	0	0	Footnote Highly Recommended
Served BSLs						Footnote Highly Recommended
Unserved BSLs						Footnote Highly Recommended
Underserved BSLs						Footnote Highly Recommended
New Subscribers (BEAD Project specific)	0	0	0	0	0	Footnote Highly Recommended
Served BSLs						Footnote Highly Recommended
Unserved BSLs						Footnote Highly Recommended
Underserved BSLs						Footnote Highly Recommended
Cancellations (network wide)						Footnote Highly Recommended
Total Subscribers End of Year	0	0	0	0	0	Footnote Highly Recommended
Average Revenue per User (BEAD Project specific)	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Average Revenue per User (network wide)						Footnote Highly Recommended

Figure 15: Screenshot of Project Level Income Statement.

Project Costs and Sources

DEPARTMENT OF ADMINISTRATION
MONTANA BEAD PROGRAM: MAIN ROUND



Uses	Project Cost
Total Project Cost	\$600,000

Footnotes Connected to Business Plan
Footnote Highly Recommended

Sources	Funds
MT Connect	
a.	\$300,000
Other Grant Sources	
b. Grant Source 1	\$300,000
c. Grant Source 2	\$0
Loan Sources	
d. Loan Source 1	\$0
e. Loan Source 2	\$0
Applicant Contribution	
f. Contribution Type 1	\$0
g. Contribution Type 2	\$0

Footnotes Connected to Business Plan
Footnote Highly Recommended
Footnote Highly Recommended
Footnote Highly Recommended
Footnote Highly Recommended
Footnote Highly Recommended
Footnote Highly Recommended

Sum of Sources (MUST Equal Sum of Total Project Cost)	\$600,000
--	------------------

Requirement (unless Census Block Group is waived)	Check	% of Other Sources
At least 25% of the Total Project Costs have to come from Other Sources besides MT Connect	Requirement Met	50%

Figure 16: Screenshot of Pro Forma Project Costs and Sources.

Capital Investment Schedule

DEPARTMENT OF ADMINISTRATION
MONTANA BEAD PROGRAM: MAIN ROUND



Category	Year Installed					Total	Footnotes Connected to Business Plan
	2024	2025	2026	2027	2028		
Total Project Cost						\$ -	Footnote Highly Recommended

Figure 17: Screenshot of Pro Forma Capital Investment Schedule.

Existing and New Debt Summary (company-wide)												DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM: MAIN ROUND
Existing or New?	Name of Lender	Loan Description/Reason	Original Loan Amount	Outstanding Balance	Annual Interest Rate (%)	Loan Terms		Annual Payment Amount		Start Date of First Payment (mm/dd/yyyy)	Security	Annual Debt Reserve (if applicable)
						Term of Loan (Years)	Variable (Y/N)	Annual Principal Paid	Interest Paid			

Figure 18: Screenshot of Existing and New Debt Summary (company-wide).

APPENDIX E: IRREVOCABLE STANDBY LETTER OF CREDIT

ILLUSTRATIVE FORM OF LETTER OF CREDIT

[Issuing Bank Letterhead]

IRREVOCABLE STANDBY LETTER OF CREDIT No. []

[Subject to Issuing Bank Requirements]

[Name and Address of Issuing Bank]

[Date of Issuance]

[AMOUNT]

[EXPIRATION DATE]

BENEFICIARY

Montana Department of Administration (DOA)
Attn: Montana Broadband Office
125 N. Roberts Street
P.O. Box 200101
Helena, MT 59620-0101

LETTER OF CREDIT PROVIDER

[Formal Name of Applicant]
[Address]

Ladies and Gentlemen:

We hereby establish, at the request and for the account of [Formal Name of Applicant], in your favor, as required under the Broadband Equity, Access, and Deployment (BEAD) Program’s Notice of Funding Opportunity, issued by the National Telecommunications and Information Administration (NTIA) of the U.S. Department of Commerce (DOC) on May 13, 2022, and the State of Montana’s Initial Proposal Volume 2 approved by NTIA, our Irrevocable Standby Letter of Credit No. _____, in the amount of [State amount of Letter of Credit in words and figures], expiring at the close of banking business at our office described in the following paragraph, on [the date which is ___ years from the date of issuance or such earlier date as the Letter of Credit is terminated by the Montana Department of Administration (the “Expiration Date”).

Funds under this Letter of Credit are available to you against your draft in the form attached hereto as Annex A, drawn on our office described below, and referring thereon to the number of this Letter of Credit, accompanied by your written and completed certificate signed by you substantially in the form of Annex B attached hereto. Such draft and certificates shall be dated the date of presentation or an earlier date, which presentation shall be made at our office located at [ISSUING BANK ADDRESS] and shall be effected either by personal delivery or delivery by a nationally recognized overnight delivery service. We hereby commit and agree to accept such presentation at such office, and if such presentation of documents appears on its face to comply with the terms and conditions of this Letter of Credit, on or prior to the Expiration Date, we will honor the same not later than the first banking day after presentation thereof in accordance with your payment instructions. Payment under this Letter of Credit shall be made by [check/wire transfer of funds] to the payee and for the account you designate, in accordance with the instructions set forth in a draft presented in connection with a draw under this Letter of Credit.

Partial drawings are not permitted under this Letter of Credit, except as provided for by NTIA guidance. This Letter of Credit is not transferable or assignable in whole or in part.

This Letter of Credit shall be canceled and terminated upon receipt by us of the Montana DOA's certificate purportedly signed by two authorized representatives of Montana DOA in the form attached as Annex C.

This Letter of Credit sets forth in full the undertaking of the Issuer, and such undertaking shall not in any way be modified, amended, amplified, or limited by reference to any document, instrument, or agreement referred to herein, except only the certificates and the drafts referred to herein and the Internet Service Provider (ISP) (as defined below); and any such reference shall not be deemed to incorporate herein by reference any document, instrument, or agreement except for such certificates and such drafts and the ISP.

This Letter of Credit shall be subject to, governed by, and construed in accordance with, the International Standby Practices 1998, International Chamber of Commerce Publication No. 590 (the ISP), which is incorporated into the text of this Letter of Credit by this reference, and, to the extent not inconsistent therewith, the laws of the State of Montana, including the Uniform Commercial Code Letters of Credit, in Title 30, Chapter 5, MCA. Communications with respect to this Letter of Credit shall be addressed to us at our address set forth below, specifically referring to the number of this Letter of Credit.

[NAME OF ISSUING BANK OR CREDIT UNION]

[BANK OR CREDIT UNION SIGNATURE]

ANNEX A: FORM OF DRAFT

To: [Issuing Bank or Credit Union]

DRAWN ON LETTER OF CREDIT No: _____

AT SIGHT

PAY TO THE ORDER OF MONTANA DEPARTMENT OF ADMINISTRATION BY
[CHECK/WIRE TRANSFER]

FUNDS TO: _____

Account (_____)

AS MONTANA BEAD REPAYMENT

[AMOUNT IN WORDS] DOLLARS AND NO/CENTS

\$(AMOUNT IN NUMBERS)

Montana Department of Administration

By:_____

Name:

Title:

ANNEX B: DRAW CERTIFICATE

The undersigned hereby certifies to [Name of Issuing Bank or Credit Union] (the Bank), with reference to (a) Irrevocable Standby Letter of Credit No. [Number] (the Letter of Credit) issued by the Bank in favor of the Montana Department of Administration (MT DOA) and (b) Section IV.D.2.a.ii of the Broadband Equity, Access, and Deployment (BEAD) Program Notice of Funding Opportunity, issued by the National Telecommunications and Information Administration (NTIA) of the U.S. Department of Commerce (DOC) on May 12, 2022, and the State of Montana's Initial Proposal Volume 2 approved by NTIA (the BEAD Program Requirements), pursuant to which [Name of Selected Subawardee] (the Provider) has provided the Letter of Credit (all capitalized terms used herein but not defined herein having the meaning stated in the BEAD Program Requirements), that:

[The [Name of Selected Subawardee] has [describe the event that triggers the draw], and is evidenced by a letter signed by the Director of the Montana Department of Administration or her designee, dated __, 20__, a true copy of which is attached hereto. Accordingly, a draw of the entire amount of the Letter of Credit No. _____ is authorized.

OR

Montana DOA certifies that given notice of non-renewal of Letter of Credit No. _____ and failure of the account party to obtain a satisfactory replacement thereof, pursuant to the BEAD Program Requirements, MT DOA is entitled to receive payment of \$_____ representing the entire amount of Letter of Credit No. _____.]

IN WITNESS WHEREOF, the undersigned has executed this certificate as of [specify time of day] on the ____ day of _____, 20__.

Montana Department of Administration

By: _____

Name:

Title:

ANNEX C: CERTIFICATE REGARDING TERMINATION OF LETTER OF CREDIT

The undersigned hereby certifies to [Name of Issuing Bank or Credit Union] (Bank), with reference to (a) Irrevocable Standby Letter of Credit No. [Number] (Letter of Credit) issued by the Bank in favor of the Montana Department of Administration (MT DOA), and (b) the requirements established in the Broadband Equity, Access, and Deployment (BEAD) Program's (BEAD) Notice of Funding Opportunity, issued by the National Telecommunications and Information Administration (NTIA) on May 12, 2022, (the BEAD Program Requirements) and the State of Montana's Initial Proposal Volume 2 approved by NTIA, (all capitalized terms used herein but not defined herein having the meaning stated or described in the BEAD Program Requirements), that:

(1) [include one of the following clauses, as applicable]

(a) The BEAD Program Requirements have been fulfilled in accordance with the provisions thereof; or

(b) [Provider/Selected Subgrantee] has provided a replacement letter of credit satisfactory to the Montana DOA.

(2) By reason of the event or circumstance described in paragraph (1) of this certificate and effective upon receipt by the Bank of this certificate (countersigned as set forth below), the Letter of Credit is terminated.

IN WITNESS WHEREOF, the undersigned has executed this certificate as of the ____ day of _____, 20__.

Montana Department of Administration

By: _____

Name:

Title:

By: _____

Name:

Title:

APPENDIX F: LOGICAL NETWORK DIAGRAM

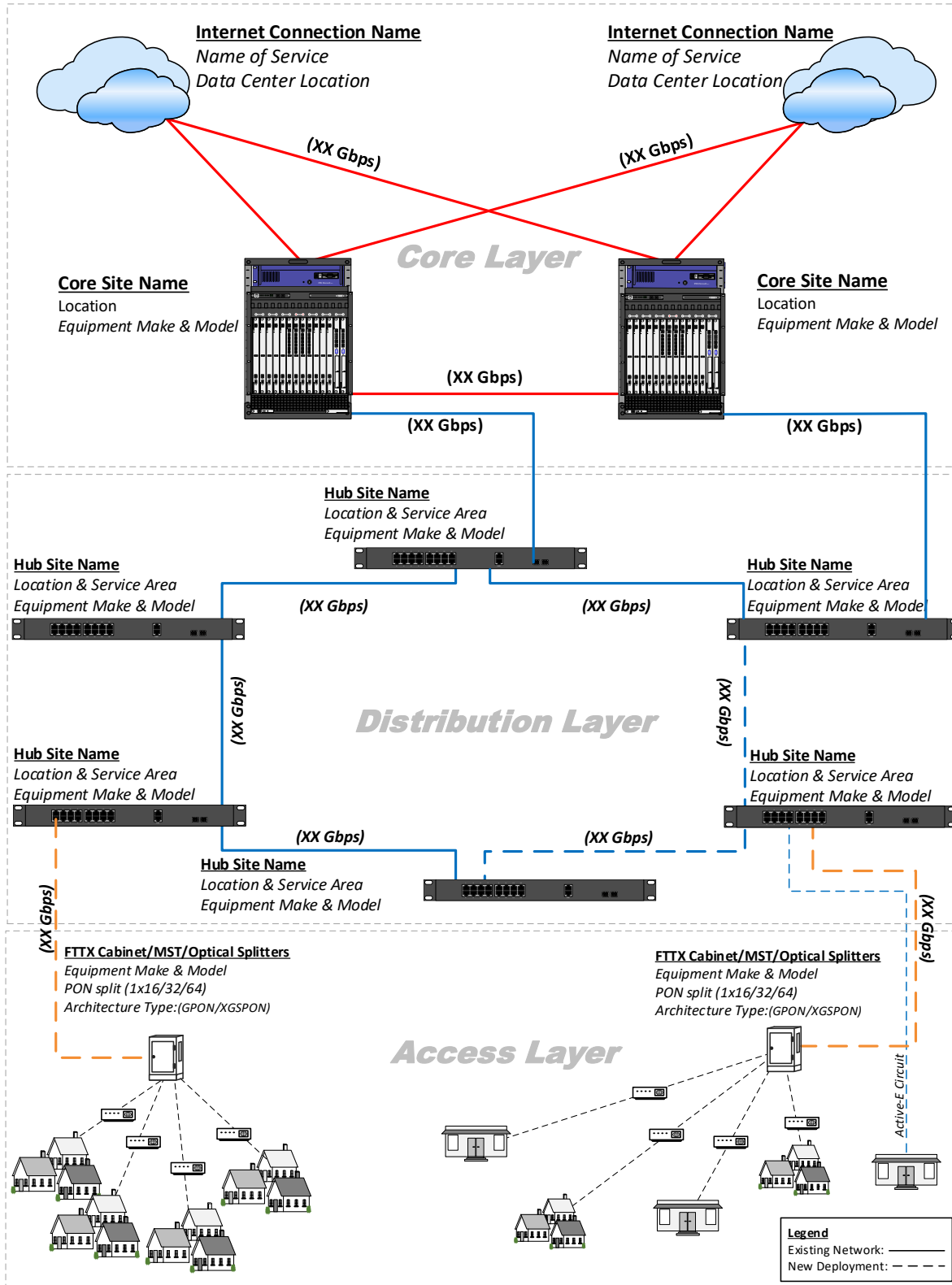


Figure 19: Screenshot of Logical Network Diagram.

APPENDIX G: PROJECT COSTS SUBMISSION TEMPLATE

To allow the ConnectMT Broadband Office to assess your proposed broadband project costs in a consistent and concise manner, they must be submitted via this standard program template. Below you will find instructions to properly complete this form. The **Project Info** and **Project Cost Details** tabs must be completed by the applicant. For further reference, an example spreadsheet with sample costs and supporting narrative entered into the template has also been provided on the ConnectMT [website](#), titled “MT BEAD Main Round Project Cost Submission Sample Template (Filled)”.

Tab Name	Fillable by Applicant?	Tab Instructions
1. Project Info	Yes	Applicants shall fill out their project and applicant information in the designated fields, this should be entered with the exact information as entered into the identical fields in the application.
2. Cost Categories	No	This tab provides a description of the cost categories and is not editable by the applicant.
3. Project Cost Details	Yes	Applicants must enter individual cost items into the “Detailed Cost” tab. The “Project Cost Summary” tab will be automatically populated via the information entered directly into the “Detailed Cost” tab. Applicants shall provide cost details with sufficient granularity to demonstrate an understanding of the project and associated costs. The provided cost details must include sufficient descriptiveness to verify the eligibility of each cost item proposed. For each proposed cost item, the applicant must fill out the following information fields:
		Cost Description: A simple description of the cost item. (i.e., Labor – Directional Drilling 2x2” conduits, Material - 24”x26”x26” handhole, Contractor Fees - OSP design engineering).
		Cost Category: This is a drop-down field for each of the program cost categories, applicant to select the field that is appropriate for the proposed cost item. Descriptions of the cost categories can be found in the “Cost Categories” tab. The “Cost Categories” tab also provides the applicable SF424C cost categories each program category is associated with.
		Unit Type: The unit of measurement for each cost item quantity (e.g., Feet, Each, Hours).
		Unit Quantity: The Applicant’s estimated quantity of each cost item that will be required to complete the project.

Tab Name	Fillable by Applicant?	Tab Instructions
		Unit Cost: The Applicant’s estimated cost per unit for each cost item.
		Cost Details and Justification: Where the Applicant provides sufficient narrative supporting their estimated unit quantities and cost. The Applicant can use this field to provide additional details such as proposed construction methodologies and materials specifications.
4. Project Cost Summary	No	This tab is automatically populated via the information submitted in the Detailed Cost tab and is not editable by the applicant. Refer to this tab to ensure your proposed broadband project costs category totals and applicant match totals are accurately reflected.

PROJECT COST CATEGORIES			DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM - MAIN ROUND
Applicable From SF424 C Category	Program Budget Category	Description	
Administration and legal expenses	Planning/Project Management	To include items pertaining to the management of the Applicant’s internal staff or third-party contractors. Items could include but are not limited to; internal project management hours, legal counsel obtained by the applicant for purposes of the proposed project, and administrative staff hours associated with grant compliance.	
Architectural and engineering fees	Design Engineering	To include items pertaining to the design of the Applicant’s proposed project. Items could include but are not limited to: OSP engineering contractor costs, in-house field surveys and CAD designs, the preparation of permit application documentation, or civil engineering costs for structural attachments.	
Permitting	Permitting	To include all costs and fees associated with permitting. Items could include but are not limited to: fees associated with right-of-way permits, environmental permits, special crossings permits, and pole application permits.	
Land, structures, rights-of-way, appraisals, etc.	Infrastructure Acquisition	To include the purchase of any land or infrastructure to facilitate the network deployment. Items could include but are not limited to: the purchase of land or private easements, make-ready fees for aerial attachments, purchasing of dark fiber/existing conduit space, and the purchasing of colocation space for network equipment.	
Construction	Network Deployment	To include all costs associated with the deployment of the proposed network, excluding components exclusive to subscriber activations (i.e. network drop construction, customer premises equipment). Items could include but are not limited to: directional drilling labor, conduit material, fiber optic cable material, placement of vault, messenger stand, PON equipment, etc.	
Equipment	Network Equipment	To include all costs associated with the purchase of network electronics and active equipment. Items could include but are not limited to: network switches, network routers, and Optical Line terminals. The Applicant should indicate the proposed make and model of the equipment being purchased.	
Construction	Subscriber Activations	To include all costs associated with the connection of subscribers. Items could include but are not limited to: subscriber drop construction, subscriber drop materials, and customer premises equipment.	
Contingencies	Contingencies	To include any contingency costs the applicant anticipates along with a narrative description of why the costs are anticipated. <i>Please note, in building up a project cost summary, a contingency of 5% of construction costs is allowable.</i>	
Miscellaneous	Miscellaneous	To include any costs not captured by the other categories. The Applicant must provide sufficient narrative describing each item listed under this category.	

Figure 21: Screenshot of Project Cost Categories.

PROJECT COST DETAILS							DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM - MAIN ROUND
Cost Item	Category	Unit Type	Unit Quantity	Unit Cost	Total Cost (Auto Calculated)	Cost Details and Justification	
	Planning/Project Management		100	\$ 200.00	\$ 20,000.00		
	Planning/Project Management		100	\$ 100.00	\$ 10,000.00		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
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					\$ -		
					\$ -		
					\$ -		

Figure 20: Screenshot of Project Cost Details.


PROJECT COST SUMMARY		DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM: MAIN ROUND	
Category		Grant Funds Requested	
Planning/Project Management		\$	30,000.00
Design Engineering		\$	-
Permitting		\$	-
Infrastructure Acquisition		\$	-
Network Deployment		\$	-
Network Equipment		\$	-
Subscriber Activations		\$	-
Contingencies		\$	-
Miscellaneous			
Total		\$	30,000.00

Figure 22: Screenshot of Project Cost Summary.

APPENDIX H: COST REDUCTION SPREADSHEET

Allows applicants to provide information on their proposed locations.

Project Cost Reduction Spreadsheet DEPARTMENT OF ADMINISTRATION
MONTANA BEAD PROGRAM: MAIN ROUND 

County Name	Census Block Group ID	FCC Location ID	Project Cost Reduction (from Descoping this Location)
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
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			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -

Figure 23: Screenshot of Project Cost Reduction Spreadsheet.

APPENDIX I: PROJECT TIMELINE

To allow the ConnectMT Broadband Office to assess your proposed broadband project timeline in a consistent and concise manner, it must be submitted via this standard program template. For each program milestone, enter in the starting month (Cells C8 to C13) and milestone duration (Cells D8 to D13). The project start (the beginning of Month 1) occurs when an awarded applicant receives its subgrantee award from ConnectMT Broadband Office, the start of each individual milestone must be provided in relation to the project start. Milestone durations must be provided in units of months and are not to be tied to specific calendar dates. Per program requirements, the project milestones may not extend beyond the four-year timeframe (48 months). The Program Closeout Submission milestone represents the month in which the applicant proposes to complete the project by submitting the required closeout materials. The milestones must only encompass BEAD-funded deployment activities. Items such as ongoing subscriber activations (post program) and ongoing maintenance should not be included in the timeline.

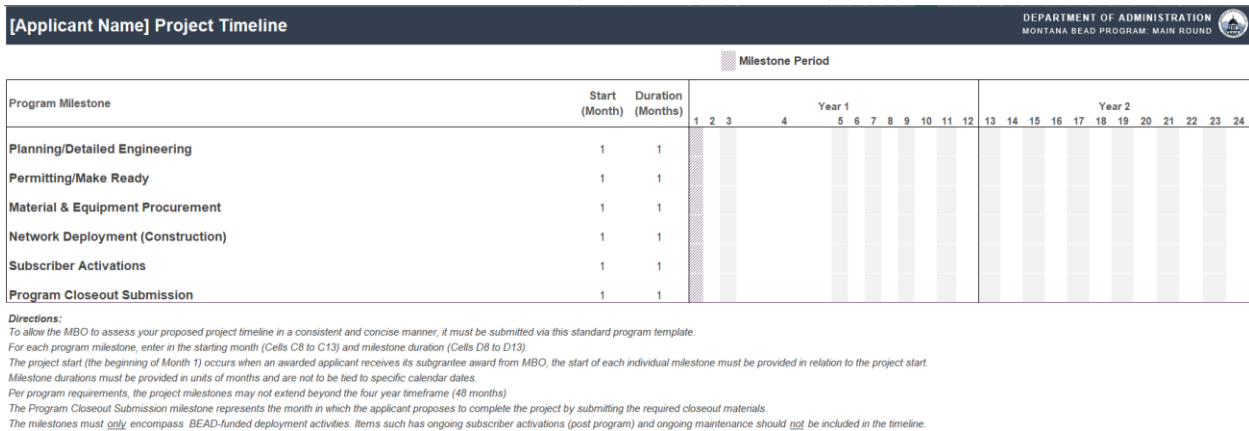


Figure 24: Screenshot of Project Timeline.

APPENDIX J: PROFESSIONAL ENGINEER CERTIFICATION

Certification

I, the undersigned professional engineer, have reviewed and hereby certify that the materials submitted as part of this application's Project Plan are complete and accurate to the best of my knowledge and that the proposed network can deliver broadband service that meets the requisite performance requirements to all locations served by the project within the required four-year deployment timeline. I have based my technical evaluation of this project on my expertise and many years of experience working on projects of similar size and scope.

Name of Professional Licensed Engineer	
License Number	
Licensed State	
Expiration Date	

Signature: _____

APPENDIX K: FIXED WIRELESS DESIGN SUBMISSION TEMPLATE

FIXED WIRELESS DESIGN SUBMISSION TEMPLATE INSTRUCTIONS

DEPARTMENT OF ADMINISTRATION
MONTANA BEAD PROGRAM: MAIN ROUND

To allow the MBO to assess your proposed Fixed Wireless Designs in a consistent and concise manner, they must be submitted via this standard program template. Below you will find instructions to properly complete this form. The **Each** tab must be completed by the Applicant. For fields with **Light Blue** headers, a string value must be entered. For fields with **Dark Blue** headers a single numeric value must be entered.

Tab Name	Tab Instructions
Tower Sites	Each site in the network must be designated by an individual row in the table. The site name which is specifically a unique name for a given site, its location described by latitude and longitude in decimal coordinates projected to NAD83 datum. The information should also include the address. The structure type is a description of the tower being such as monopole or guyed tower. The backhaul type parameter should be described as the technology and medium used such as fiber, wireless, coax, etc. The capacity of the backhaul is described in Megabits Per Second (Mbps).
Sectors	Each sector in the network must be designated by an individual row in the table. The sector id must be a unique name for a given sector. That sector must belong to a parent site in the previous sheet. The transmit antenna parameters are described in decibels referenced to a milliwatt (dBmW). Antenna gain is reference to an isotropic antenna. The operating band is the name describing the frequency band in use such as CBRS, BRS/EBS, etc. The bandwidth is the total bandwidth in use at the given sector antenna. The duplexing is described as either Time Division Duplexing (TDD) or Frequency Division Duplexing (FDD).
BLS Locations	Each BSL in the network must be designated by an individual row in the table. The location name, which is specifically a unique name for a given site, its location described by latitude and longitude in decimal coordinates projected to NAD83 datum. Also, the location, either indoor or outdoor, of the CPE should be provided. The information should also include the address. That BSL must belong to a parent sector ("Serving Sector ID") in the previous sheet (typically the strongest sector). The CPE antenna parameters are described in decibels referenced to a milliwatt (dBmW). Antenna gain is reference to an isotropic antenna. The signal intensity is typically known as the received power or reference symbol received power and shall be calculated based upon RF predictions and referenced to dBmW. Signal quality can be referenced as Signal to Noise and Interference Ratio (SINR), Reference Symbol Received Quality (RSRQ), etc. The Maximum Downlink and Uplink throughputs shall be reference to maximum throughput the given BSL can receive given the signal quality and signal intensity calculated. A lookup table is typically provided by the manufacturer. <u>Do not provide provisioned throughput.</u>
Uplink and Downlink MCS tables	Uplink and Downlink MCS Tables are typically provided by the manufacturer. They relate throughput to signal quality and intensity. Each modulation type is provided as an individual row in the sheet.
Network Assumptions	Network assumptions are details of typical global parameters used in the network design as should be specified.

Figure 25: Screenshot of Fixed Wireless Design Submission Template Instructions.

TOWER SITES											DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM: MAIN ROUND
Site Name	Latitude	Longitude	Elevation (feet)	Address Line1	Address Line2	Address Line3	Backhaul Type	Backhaul Capacity (Mbps)	Structure type	Call Signs for FCC licenses required	Existing or New Tower

Figure 26: Screenshot of Fixed Wireless Tower Sites tab.

SECTORS											DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM: MAIN ROUND
Sector ID (to match ID in the Data file)	Name Of Parent Site (the site name as referenced in the Tower Site Tab)	Transmit Antenna Gain (dBi)	Transmit Antenna Height (feet)	Antenna down tilt (electrical or mechanical in degrees)	Transmit Antenna Pattern (Please provide pattern file)	Transmit Max Transmitter Power Per Channel (dBmW)	Total Transmit Transmission Line Loss (dB)	ERP (effective isotropic radiated power) (dBi)	Operating frequency bands	Total channel bandwidth for all operating bands	Duplexing Scheme TDD (Time Division Duplex) and/or FDD (Frequency Division Duplex)

Figure 27: Screenshot of Fixed Wireless Sectors tab.

BSL LOCATIONS													DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM - MAIN ROUND		
Location Name	Latitude	Longitude	Elevation (feet)	Address Line1	Address Line2	Address Line3	CPE (Customer Premise Equipment)	Losses from CPE unit to CPE	CPE Antenna	Indoor or Outdoor Installation	Signal Intensity (Received Signal Power (RSRP), etc.)	Signal Quality (Received Signal Quality (RSRQ), SNR (Signal to Noise Ratio))	Serving Sector	Downlink Maximum Throughput (Mbps) - Lookup from MCS	Uplink Maximum Throughput (Mbps) - Lookup from MCS

Figure 28: Screenshot of Fixed Wireless BSL Locations tab.

UPLINK MCS TABLE					DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM - MAIN ROUND	
Modulation Type	Channel Bandwidth	Signal Quality (RSRQ, SNR, etc.)	Corresponding Signal Intensity (RSRP, Received Power, etc.)	Corresponding throughput		

Figure 29: Screenshot of Fixed Wireless Uplink MCS Table tab.

DOWNLINK MCS TABLE					DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM - MAIN ROUND	
Modulation Type	Channel Bandwidth	Signal Quality (RSRQ, SNR, etc.)	Corresponding Signal Intensity (RSRP, Received Power, etc.)	Corresponding throughput		

Figure 30: Screenshot of Fixed Wireless Downlink MCS Table tab.

FIXED WIRELESS DESIGN - NETWORK ASSUMPTIONS		DEPARTMENT OF ADMINISTRATION MONTANA BEAD PROGRAM - MAIN ROUND	
Maximum Downlink user throughput (Mbps)			
Maximum Uplink user throughput (Mbps)			
Maximum latency of the network (milliseconds)			
Average Outage time per user (Seconds)			
Network availability/per month (%)			
Take Rate for the network design. (%)			
Oversubscription rate			
For TDD channels: DL to UL channel ratio.			
Number of transmit and receive antenna ports for each antenna used.			
Maximum number of MIMO layers supported. Beamforming mechanism/technique and expected capacity gains used to improve throughput and capacity.			
Carrier aggregation techniques to improve throughput and capacity.			
Description of Element Management System (EMS)			
Description of security to prevent unauthorized devices and users from having access to the network.			
Description of user prioritization.			
Description of system redundancy			
Statement guaranteeing that the network is constructed according to industry standards.			

Figure 31: Screenshot of Fixed Wireless Design Network Assumptions tab.

APPENDIX L: MODEL LEGAL OPINION¹

[Date]

Authorized Attorney

Attorney Address

Re: Legal Opinion for Applicant (Name), BEAD Program Application No XXX

Attention Montana Broadband Program:

We are counsel for _____, (the "Applicant."). We are lawyers in good standing and licensed to practice law in the State of Montana. In such capacity, we act as counsel to the Applicant in connection with a legal review of the Applicant's ability to demonstrate the capability to carry out the funded activities competently and in compliance with all applicable federal, state, and local laws. This legal review is required by the Department and is supported by Montana's Initial Proposal Volume 2, 2.4.14, p.76-77. *(If legal counsel wishes to require from client)*, attached to this letter is the Applicant's Certificate of Past and Present Legal Proceedings).

We are of the opinion that:

- A. Applicant has the authorization to do business in the state of Montana, either as a governmental unit or as a nongovernmental entity which is duly registered to do business in the state of Montana with the Montana Secretary of State, as required by section 90-1-602(a), MCA.
- B. To the best of our knowledge and based on reliance of the Applicant's attestation to me:
 1. Applicant represents that no legal proceedings have occurred in the past or are currently pending, and as such no legal opinion is offered regarding the legal effect of (no) past legal proceedings, OR
 2. The legal proceedings which Applicant has identified do not adversely affect Applicant's ability to do business in the state of Montana, by section 90-1-602(a), MCA, do not disqualify Applicant for BEAD funding or prevent Applicant from performing the duties under the Grant Agreement.

Each legal proceeding is addressed particularly as follows:

¹ This represents an updated model legal opinion. Use of this model is optional, and if an applicant has previously submitted a legal opinion there is no requirement to update.

- a. Legal proceeding No. (X), does not adversely affect Applicant's ability to qualify do business in the state of Montana, or to perform the duties under the Grant Agreement, because . . .
- b. Etc.

[Attorney will include here any customary exceptions, assumptions and exclusions related to the Applicant's ability to apply for an award under the Montana BEAD Program and to perform under the BEAD Grant Agreement].

Signature of Attorney

MT State Bar License No. _____

The Department does not require the following certificate from applicants. This certificate is offered to attorneys as an example if they choose to require this from their client/applicant.

APPLICANT'S CERTIFICATE OF PAST AND PRESENT LEGAL PROCEEDINGS

[Date]

Applicant Representative
Applicant Name and address

Re: Certificate of Past and Present Legal Proceedings, BEAD Program Application No XXX

I, (full legal name) _____, certify that I am an authorized representative of (Applicant) _____. The Applicant is providing the certification set out below and agrees to comply with the requirements of the Department and is supported by Montana's Initial Proposal Volume 2, 2.4.14, p.76-77.

1. Applicant certifies that neither Applicant nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any federal department or agency or otherwise ineligible to participate in the BEAD grant funding opportunity. (The terms transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 C.F.R. Parts 180, 1200 and 1326).
2. Applicant certifies that to its knowledge there are no legal proceedings which have occurred in the past or are currently pending; OR
3. Applicant discloses the following violations or other adverse legal proceedings against Applicant in the past or which are currently pending:
 - a. Legal proceeding No. 1,
 - b. Legal proceeding No. 2, etc.

Applicant understands that if it is later determined that the prospective Applicant knowingly rendered an erroneous certification, which omitted violations or other adverse legal proceedings against Applicant, in addition to other remedies available to the federal government, the State of Montana or the Department of Administration, any of the entities may pursue available remedies against Applicant, including suspension or debarment.

IN WITNESS WHEREOF, the Applicant, (XXX), has caused this Certificate to be duly executed and delivered by its authorized representative, and declares under penalty of perjury that the foregoing is true and correct, this ____ day of _____, 20__.

By: _____

Name: _____

Title: _____