Virginia Department of Housing and Community Development

FY23 Virginia Telecommunication Initiative How-to-Apply Webinar

June 2, 2022
Virginia Telecommunication Initiative
How-to-Apply Webinar
<table>
<thead>
<tr>
<th>Agenda</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Welcome</td>
<td>Bryan Horn, Director, DHCD</td>
</tr>
<tr>
<td>Virginia Telecommunication Initiative Overview</td>
<td>Tamarah Holmes, Ph.D. Director Office of Broadband</td>
</tr>
<tr>
<td>Key New Guidelines for FY 2023</td>
<td>Tammy Breski, VATI Program Manager</td>
</tr>
</tbody>
</table>
| Applying for VATI | Carl Caudill, Telecom & Broadband Project Mgr.  
  a. VATI Application Components  
  b. Centralized Application and Management System (CAMS)  
  Tommy Hill, Telecom & Broadband Project Mgr.  |
| Best Practices  |                                                                                                           |
|  b. Mapping and Designing Universal Projects | Lonnie Hamilton, Broadband Planner                                                                          |
|  c. LECAP and VATI                           | Kevin Barr, LECAP Administrator                                                                            |
|  d. Broadband Equity, Access, and Deployment Program and VATI | Chandler Vaughan                                                          |
| Question & Answer + Next Steps | Tamarah Holmes, Ph.D.                                                                                                                                 |
Virginia Telecommunication Initiative Overview
The Virginia Telecommunication Initiative (VATI) provides financial assistance to supplement construction costs by private sector providers to extend services to areas that are presently unserved by any broadband provider.

Expanding affordable, reliable, high-speed internet access universally across Virginia is a priority for Governor Youngkin.

FY2023 proposed at level funding of $49.7 million for State General Funds.
Program Success

**FY2017 – FY2021 VATI**

- 145 Applications
- $166.4 million requested

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- $74 million awarded
- $86.3 million leveraged

47 projects awarded across 56 localities

78,035 Locations Provided Access

**FY2022 VATI**

- 57 Applications from 84 localities
- $943.3 million requested

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- $722 million awarded
- $1 billion leveraged

Universal Coverage for 70 Localities

278,550 Locations Provided Access
In some circumstances, localities have received awards for more than one year. The color for each reflects the most recent year for which an award was made. Additionally, awards from 2017 to 2021 may not have been universal coverage projects. For details, please contact DHCD staff at vati@dhcd.virginia.gov.
VATI Active Grants Portfolio

47 VATI Contracts, not incl. FY22 Awards
25 Open Contracts
12 Construction Completed
10 Close Out Process Complete
19 open contracts granted timeline extension
  • Ranging from 6 months to 1 year
  • COVID related delays (i.e. materials, staffing issues, etc.)

35 Contracts Pending for FY22 Awards
Virginia Telecommunication Initiative
Key New Guidelines for FY23
Key New Guidelines

- Definition of Broadband
- Eligible Areas
- Previously Funded Areas
The speed at which internet service is considered broadband is access to speeds at or above 100 megabits per second (Mbps) download and 20 Mbps upload (100/20).

This becomes the standard for multiple programs referencing VATI’s definition.
Eligible Areas

- Areas lacking access internet service at speeds of 100 Mbps download and 20 Mbps upload are considered unserved.
- For a wireline project, a project is eligible if 20% or fewer of serviceable units have access (25% for wireless projects).
- LECAP is designed to reach scattered locations, VATI designed for concentrated long drops.
Previously Funded Areas

• Previously funded areas that don’t meet the 100/20 service threshold are eligible for VATI

• Challenges allowed to prove service over this threshold already exists or is possible
Virginia Telecommunication Initiative
Applying for VATI
Notice of Application

- Notices of Application due July 7, 2022
  - Co-applicant internet service provider does not need to be identified
- Posted on DHCD’s VATIC Website by July 14, 2022
- Template Available in VATIC Guidelines Appendix
- Email Notices of Application to vati@dhcd.Virginia.gov
Eligible Applicants

- Units of local government (Towns, Cities, Counties, EDA/IDA, Broadband/Wireless Authorities, Planning District Commissions, School Divisions, Tribal government, etc.)
  - Must have private sector provider as a co-applicant

- Pending Final Budget Language: Public Broadband Authorities may apply directly for VATI funds without investment from the private sector.
  - Awards will not exceed 10% of total VATI funds.
  - Proposals will be evaluated alongside other applications.
Eligible Areas

● Unserved areas – defined as having broadband speeds below 100 Mbps download and 20 Mbps upload.
  ○ Areas lacking 25Mbps/3Mbps will be given significant priority in application scoring.

● Wireline Projects - a proposed project area is considered eligible if 20% or fewer passings have access to service with no special construction costs from any provider as of the date of the application.

● Wireless Projects - a proposed area is considered eligible if 25% or fewer passings have access to service with no special construction costs from any provider as of the date of the application. Passings with RSSI below -90dbm are not eligible to be included in a VATI application.

● Applicants are strongly encouraged to include passings and associated costs in the project area(s) that require special construction costs for low to moderate income residents.
Application Components

- Project Description and Need (75 points)
- Project Readiness (40 points)
- Budget and Cost Appropriateness (135 points)
- Commonwealth Priorities (50 points)
Project Description and Need

• Project Area Overview
  • Project Area (include map)
  • Demographics and Characteristics
  • Existing providers
  • Existing federal funds
  • Overlap – describe anticipated overlap.
  • Passings – total # of passings. Each project area must have delineated passing information.
    • RDOF Passings Form

• Project Details
  • Internet Speeds to be offered.
  • Network Design
  • Universal Coverage or fits in a universal plan
Project Readiness

● Status of Project Development
  ○ Project Timeline and detailed construction schedule.

● Organizational Experience

● Status of Matching funds – VATI funds can’t exceed 80% of total cost. Private sector must provide at least 10% of the match.
  ○ Government expenditures incurred after June 17, 2021 are eligible to be included as match.

● Leverage

● Communication Plan
  ○ Project status to stakeholders
  ○ Take Rate
  ○ Digital literacy efforts

● Project Management Team
### Budget and Cost Appropriateness

- Detailed budget narrative
- Derivation of costs

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<th>D</th>
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<tr>
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<td>Non-VATI</td>
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<td>$800,000</td>
<td>$200,000</td>
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Commonwealth Priorities

• Passings of significant impact
• Unique partnerships
• Digital equity efforts – ensure low to moderate income households in the proposed project area will have affordable access
• Efforts to mitigate supply chain constraints and labor shortages
• Efforts to promote broadband adoption, including, but not limited to: telehealth, smart farming, e-entrepreneurship, and distance learning
Attachments

• Title attachments as shown on Page 26 of the guidelines.

• PDF format required.

List of Required Attachments, PDF Format Required

*All Attachments MUST be uploaded in PDF format

1. Map(s) of project area, including proposed infrastructure.
   • Label Attachment: Attachment 1 – Project Area map
2. Documentation of Federal Funding (CAP/ACAM/USDA/RDOF, etc...) in and/or near proposed project area.
   • Label Attachment: Attachment 2 – Documentation of Federal Funding Area
3. Documentation that proposed project area is unserved based on VATT criteria.
   • Label Attachment: Attachment 3 – Documentation Unserved Area VATT Criteria
4. Passings Form (Please use template provided).
   • Label Attachment: Attachment 4 – Passings Form
5. Documentation of RDOF awarded area in VATT project area. If needed.
   • Label Attachment: Attachment 5 – RDOF Awarded Areas included in VATT Application
6. Propagation Map and Heat Map if Wireless Project
   • Label Attachment: Attachment 6 – Propagation Map (Wireless Projects only)
   • Label Attachments: Attachment 7 – Timeline Project Management Plan
8. MOU/MOA between applicant/co-applicant (can be in draft form).
   • Label Attachment: Attachment 8 – MOU/MOA between Applicant/Co-Applicant
9. Funding Sources Table.
   • Label Attachment: Attachment 9 – Funding Sources Table
10. Documentation for match funding.
    • Label Attachment: Attachment 10 – Documentation of Match Funding
11. Prior Expended Match Form
    • Label Attachment: Attachment 11 – Prior Expended Match Form
12. Derivation of Cost (Project Budget).
    • Label Attachment: Attachment 12 – Derivation of Costs
13. Documentation supporting project costs (e.g., vendor quotes).
    • Label Attachment: Attachment 13 – Documentation of Supporting Cost Estimates
    • Label Attachment: Attachment 14 - Letters of Support
15. Two most recent Form 477 submitted to FCC.
    • Label Attachment: Attachment 15 – Two most recent Form 477 submitted to the FCC or equivalent
16. Point and Polygon shapefiles, in .zip file form, showing proposed passings and project area.
    • Label Attached Zip Folder: Attachment 16 – Point and Polygon Shapefiles
17. For wireless applicants: shapefiles, in .zip file form, indicating RSSI projections in the application area.
    • Label Attached Zip Folder: Attachment 17 – RSSI Projection Shapefiles
18. Label Additional Attachments as:
    • Attachment 18 – XXXXXXXX
    • Attachment 19 – XXXXXXXX
    • Attachment 20 – XXXXXXXX
Centralized Application Management System (CAMS)
CAMS Helpful Tips

• Refer to the updated CAMS user guide
• Create your application early, use as a working document
• The unit of local government must submit all required documents
• Do not share your password / login (Treat this like any other secured account).
• Staff can be assigned to roles for assistance as needed.
• Google Chrome is the recommended browser for CAMS.
• Save often. Use the “Save this Tab” before moving to another section.
## CAMS Helpful Tips

### Organization Dashboard

- **Organization Name:** Albemarle Broadband Authority
- **Address:** 401 McIntire Road, Charlottesville, VA 22902
- **Phone Number:** (434) 296-5891
- **Website:** [http://www.albemarle.org/broadband](http://www.albemarle.org/broadband)
- **Director:** Bucky Walsh
  - Email: bwalsh@albemarle.org
  - Phone: (434) 249-6565
- **Organization Hold:** Not on Hold

### Staff Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Work Phone</th>
<th>CAMS User Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breeden, Lisa</td>
<td><a href="mailto:lbreeden2@albemarle.org">lbreeden2@albemarle.org</a></td>
<td>(434) 296-5818</td>
<td>Profile Manager</td>
</tr>
<tr>
<td>Culp, Michael</td>
<td><a href="mailto:mculp@albemarle.org">mculp@albemarle.org</a></td>
<td>(434) 296-5891</td>
<td>Profile Manager</td>
</tr>
<tr>
<td>Walsh, Bucky</td>
<td><a href="mailto:bwalsh@albemarle.org">bwalsh@albemarle.org</a></td>
<td>(434) 249-5565</td>
<td>Organization Head</td>
</tr>
</tbody>
</table>

### Organization Financial Information
Accessing the Application

Program Search

By Program Name: Virginia Telecommunication Initiative - 2019 - Virginia Telecommunications Initiative 2019
By Eligible Org Type: CHDO Developer Housing Authority Localities Nonprofit Organization Other (Private for profit) Planning District Commission State Agency
By Activity Type: Community Development Economic Development Homeless Service Housing Infrastructure

The search results below display all programs for the search criteria requested above. While programs may be available via the search tool, they may only be accessible for funding to specific organization types. Eligible organization types are indicated below by program.

1 Results

1 Virginia Telecommunications Initiative 2019

The Virginia Department of Housing and Community Development (DHCD) will implement the Virginia Telecommunications Initiative (VATI). The goal of VATI is to enhance sustainability and competitive advantages of communities throughout the Commonwealth by preparing those communities to build, utilize, and capitalize on telecommunications infrastructure. Consistent with the enabling legislation, DHCD will award the $4 million FY 2019 appropriation to eligible applicants to provide last-mile services to unserved areas of the State. DHCD reserves the flexibility to award any amount to eligible grantees, depending entirely on the quality and quantity of applications received.

The primary objective of VATI is to provide financial assistance to supplement construction costs by private sector broadband service providers, in partnership with local units of government to extend service to areas that presently are unserved by any broadband provider.

Application Start Date: 9/24/2018  End Date: 12/14/2018
Eligible Organization Type: Localities Planning District Commission, State Agency
Eligible Activity Type: Community Development, Infrastructure
Additional Information: 2019 VATI Program Guidelines and Criteria

Contact Us | FAQ | DHCD Site | Audit Policy
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Virginia Department of Housing and Community Development
603 East Main Street, Suite 360
Richmond, VA 23219
Starting the Application
Completing the Budget
Narrative Information

Select a Project Type: Telecommunications

Please answer following questions:

Project Description and Need

Describe why and how the project area(s) was selected. Describe the proposed geographic area including specific boundaries of the project area (e.g. street names, local and regional boundaries, etc.). Attach a copy of the map of your project area(s). Label map: Attachment 1 - Project Area Map.

List existing providers in the proposed project area and the speeds offered. Please do not include satellite. Describe your outreach efforts to identify existing providers and how this information was compiled with source(s).

Describe if any areas near the project have received funding from federal grant programs, including but not limited to Connect America Funds II (CAF II), ACAP, ReConnect, Community Connect, and Rural Digital Opportunity Funds (RDOF). If there have been federal funds awarded near the project area(s), provide a map showing these areas, verifying the proposed project area does not conflict with these areas. Do not include areas awarded to satellite broadband providers. Label Map: Attachment 2 - Documentation on Federal Funding Area.
Uploading Attachments

According to the program requirement, you must submit/upload the following required documents:

**UPLOAD ATTACHMENTS INSTRUCTION:**
Please pay attention to the labeling nomenclature for the attachments.

- **Map(s) of project area, including proposed infrastructure**
  - Choose File
  - No file chosen

- **Documentation of Federal Funding (CAF/ACAM/USDA/RDOF, etc.) in and/or near proposed project area.**
  - Choose File
  - No file chosen

- **RDOF Awarded Areas included in VATI Application (Use template provided)**
  - (Click HERE for template)
  - Choose File
  - No file chosen

- **Documentation that proposed project area is unserved based on VATI criteria**
  - Choose File
  - No file chosen

- **Passings Form (Use template provided)**
  - (Click HERE for template)
  - Choose File
  - No file chosen

- **Propagation Map if Wireless Project**
  - Choose File
  - No file chosen

- **Timeline/Project Management Plan**
  - Choose File
  - No file chosen

- **MOU/MAA between applicant/co-applicant (can be in draft form)**
  - Choose File
  - No file chosen

- **Funding Sources Table (Use template provided)**
  - (Click HERE for template)
  - Choose File
  - No file chosen

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SAVE OFTEN! Save before moving to another section.
Applications submitted through CAMS must only include information that is open to the public. Applicants may request to submit supplementary information to the application that includes a FOIA exemption, pursuant to “§ 2.2-3705.6 (32)” for information related to a grant application that may make the application more competitive.

- FOIA-exemption requests must be sent directly to vati@dhcd.virginia.gov.
- Applicants wishing to submit multiple FOIA exemption requests for multiple VATI applications must do so individually in separate requests.

The applicant shall make a written request to the Department:

A. Invoking such exclusion upon submission of the data or other materials for which protection from disclosure is sought;
B. Identifying with specificity the data, information, or other materials for which protection is sought; and
C. Stating the reasons why protection is necessary.

DO NOT SUBMIT ANY DOCUMENTS UNTIL DHCD HAS PROVIDED A WRITTEN DETERMINATION
CAMS Helpful Tips

● Submit to DHCD by 11:59 p.m. on August 25, 2022
  ● DHCD staff will not be available after 5PM

● Must use CAMS

● Include all required attachments – Please pay attention to the naming nomenclature of the attachments and file type.
Virginia Telecommunication Initiative
Best Practices
VATI Best Practices

- Common Application Mistakes
- Designing Universal Projects and Mapping
- Line Extension Program and VATI
- Broadband Equity, Access, and Deployment Program and VATI
Common Application Mistakes

- **CAMS**
  - Not being set up in CAMS
  - Defining/Setting up Roles correctly
  - Browser - Google Chrome preferred

- **Application**
  - Not Answering the Question
  - Not Understanding the Question
  - Not providing required information/attachments
  - Labeling attachments
Tips and Best Practices

- Create an application ASAP.
- Create a word document to write prompts, then paste answers into CAMS
- When in CAMS, Save Often
- Reach out for TECHNICAL ASSISTANCE as often as necessary
- Have someone not familiar with the application review it
  - Test run the application PDF prior to submitting
- The Primary Applicant MUST click ‘Submit’
Designing Universal Projects and Mapping

- Reach out to incumbent providers to understand service area and expansion plans (if any)
- Contact federal award (CAF II, RDOF) winners, if any, for broadband funding
  - The Office of Broadband can make these connections
- Work within those existing plans to reach more unserved areas; and, identify unserved areas through planning
  - We can help with planning
  - Broadband Toolkit as a resource
- Make sure no one is left behind! These places will be harder to serve later
Designing Universal Projects and Mapping

Designing Universal Projects: King & Queen

- Started with VATPI grant
- Worked within existing federal funding
- Partnered with funding recipient
- Filled gaps with state funding
Designing Universal Projects: Montgomery

- No federal funding
- Planning study to identify unserved areas and existing networks
- VATI and other funding sources to fill in those gaps
Shapefile Requirements

● Shapefiles should be in .shp format
  ○ Must be functional and usable in ESRI’s ArcGIS Pro
  ○ Submitted to CAMS in a zipped folder
● Polygon Shapefiles - Polygons showing general project areas, with names and passings counts for each project area attached to the polygons
● Point Shapefiles - Points representing each project passing in a single layer, with address attribute data attached
● RSSI Heatmaps - For wireless projects/challenges, a raster shapefile showing the RSSI values for each wireless tower
For a subset of Virginians, broadband connections are not attainable because their home exceeds an internet service provider’s standard connection drop length.

The cost incurred by homeowners to extend broadband infrastructure to these locations, referred to as special construction costs, range from a few hundred to a few thousand dollars, depending on the distance and cost to connect the location.

The LECAP program is designed to assist with the cost of these line extensions for low-to-moderate income households.

More details available at dhcd.Virginia.gov/lecap
LECAP and VATI

FAQ: How do we determine what locations are for LECAP and what locations are for VATI?

VATI Guidelines:

In instances where concentrated pockets of locations do not have access to broadband, due to special construction costs, VATI is better designed for extending broadband infrastructure to these locations. The Line Extension Customer Assistance Program (LECAP) is intended to cover costs to extend service to scattered locations across the locality, not address long drop issues in concentrated pockets of a locality.
**LECAP and VATI**

- **VATI**
  - ‘Denser’ clusters of unserved
  - Encouraged to include special construction costs to long drops where possible, especially if not able to qualify for LECAP because of income

- **LECAP**
  - ‘One-Off’ locations
  - Must qualify for the program as low to moderate income
Broadband Equity, Access, and Deployment (BEAD) Program

- $42 billion, nationwide program to expand high-speed internet access
  - Primarily last-mile, other eligible uses allowed
- How much money will Virginia receive?
  - Number of total unserved locations in each state informs funding
  - Unserved locations determined by new FCC Maps (Est. Q4 2022)
  - If VA has 2% of total unserved locations in the nation, then VA receives 2% of available funds
  - Estimated hundreds of millions of dollars
Governor Youngkin has named DHCD as the point of contact for all broadband programs under IIJA, including BEAD.

**Next Steps on BEAD for Virginia:**

- 5 Year Plan
- Initial Proposal

More details and stakeholder engagement to come regarding BEAD and other Infrastructure Investments and Jobs Act Programs!
Broadband Equity, Access, and Deployment (BEAD) Program

- Applicants encouraged to apply to VATI as if more than $49.7 million is available
- All VATI applicants will be considered for both state general funds and BEAD funds directed to be managed and awarded through the VATI grant making process.
- Additional details of applicants may be required to ensure compliance with BEAD requirements and will have opportunity to update applications to do so.
- Awarded projects sourced from IIJA funds will be governed and administered via IIJA and subsequent NTIA guidance.
Next Steps

June 2 – Applications Open
June 2 – August 25 – VATI Technical Assistance and Project Development Sessions
July 7 – Notice of Applications Due
August 25 – Applications Due
October 6 – Challenges Due
October 13 – DHCD Notifies Challenged Applicants
November 3 – Deadline for Challenge Rebuttals
December 8 – DHCD Notifies All Parties of Challenge Determination
Late December – Anticipated Announcement of Award
Question & Answer Session

Office of Broadband, VATI Team
vati@dhcd.virginia.gov