



**MARATHON COUNTY
BROADBAND TASK FORCE MEETING
AGENDA**

Date & Time of Meeting: **Monday, May 22, 2023, at 3:00 P.M.**

Meeting Location: **Assembly Room, Marathon County Courthouse, 500 Forest St, Wausau, WI**

Task Force Members: Chair John Robinson, Jacob Langenhahn, Gary Gisselman, Mike Ritter, Jennifer Aarrestad, Tony Sherfinski, Eric Budleski, Milton Olson, Wade Carroll, Kurt Schoenroch, Jon Euting

Task Force Purpose: *Develop recommendations identifying the potential role of Marathon County in facilitating the expansion of Broadband access in Marathon County. Review the Report: Broadband for Marathon County Broadband Assessment and Plan prepared by Design Nine and develop broad policies and partnership recommendations relating to the expansion of broadband/internet services throughout Marathon County.*

Phone #: 1-415-655-0001

Access Code: 120 112 4516

When you enter the telephone conference, **PLEASE PUT YOUR PHONE ON MUTE!**

1. **Call Meeting to Order**
2. **Public Comments (15 Minute limit)**
3. **Approval of the March 27, 2023, minutes**
4. **Educational Presentations and Committee Discussion:**
 - A. Update on Grant Funded Broadband Projects
 1. Frontier (PSC 2022)
 2. Bug Tussel (PSC 2022)
 3. Charter (RDOF)
 - B. Status Report on Bug Tussel's Project
 - C. FCC Fabric Map Challenges
 - D. Frontier 2023 PSC Applications
5. **Policy Discussion and Possible Action:**
 - A. Broadband Equity, Access, and Deployment (BEAD) Program
 1. Planning Grant
 - a. Scope of work
 - b. Budget
 - c. Deliverables
 - B. Process for determining priorities for future broadband expansion efforts
 1. Outreach and Stakeholder Involvement
 - C. Develop recommendations for Staff Support for Broadband Efforts
6. **Next Steps**
7. **Next Meeting Date – June 26, 2023**
8. **Adjournment**

"Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail countyclerk@co.marathon.wi.us one business day before the meeting.

SIGNED /s/ John Robinson _____
Presiding Officer or Designee

Emailed To: Wausau Daily Herald, City Pages, and
Other Media Groups

NOTICE POSTED AT COURTHOUSE

Emailed By: T. Ranallo
Date/Time: 5/17/2023 at 9:30 am

BY: T. Ranallo
DATE/TIME: 5/17/2023 at 9:30 am



**MARATHON COUNTY
BROADBAND TASK FORCE MEETING
MINUTES**

**Monday, March 27, 2023, at 3:00 P.M.
Webex/Assembly Room, 500 Forest St, Wausau WI**

Members	Present/Web-Phone	Absent
Chair John Robinson	x	
Jacob Langenhahn		x
Gary Gisselman	x	
Mike Ritter	x	
Jennifer Aarestad	x	
Tony Sherfinski	x	
Eric Budleski	x	
Milton Olson	x	
Wade Carroll		x
Kurt Schoenrock	x	
Jon Euting	x	

Also Present: Valerie Carrillo, Gerry Klein, Andy Faust, Carah Koch

VIA Web or Phone: Kurt Gibbs, Alison Ellis, Scott Nyman, Todd Kruse, Lance Leonard, Kevin O’Brien, Kimm Weber, Randy Wolfgram, Gaylene Rhoden

1. **Call Meeting to Order:** Chair Robinson called the meeting to order at 3:03 p.m.
2. **Public Comments** (15 Minute limit) – none
3. **AARESTAD MAKE A MOTION; SECOND BY SHERFINSKI TO APPROVE THE JANUARY 23, 2023, BROADBAND TASK FORCE MEETING MINUTES. MOTION CARRIED.**
4. **Educational Presentations and Committee Discussion:**
 - A. Update on Grant Funded Broadband Projects
 1. Frontier (PSC 2022) – Todd will try to get us an update. Alison stated they have rolled out update for a web portal where customers can see if fiber is available at their address.
<https://frontier.com/why-frontier/why-fiber-internet/fiber-expansion>
 2. Bug Tussel (PSC 2022) – Chair Robinson gave recap of last update. They are going to quarterly reporting. He meets with them every two weeks for project updates.
 3. Charter (RDOF) – Celeste sent an updated map via email. It will be sent to the committee.
 - B. Status Report on Bug Tussel's Project – Chair Robinson gave a recap. A representative was not available.
 - C. FCC Fabric Map Challenges – Marathon County has attempted to apply for a bulk challenge. This license cannot be used for the BEAD grant. A free license was applied for. There is a fee for a license that would allow data export. Carah Koch gave NTIA perspective.
 - D. Frontier 2023 PSC Applications – The engineering team is still planning a schedule. There has not been an update for the current grant through the PSC.
5. **Policy Discussion and Possible Action:**
 - A. Approach to Funding Sources: County, State and Federal
 1. Broadband Equity, Access, and Deployment (BEAD) Program – Carah Koch provided handout on the program overview. The PSC grant is due August 28 with some pieces due in June. This is the start of a 5-year action plan.
 - a) Planning Grant – Marathon County will be partnering with Synergy. There is just over \$100,000 for planning activity. We expect to receive about 1/5 of this. How should we target the planning dollars? Discussion of outreach to include use of libraries, local media, utilities,

and school districts to promote. Concerns were expressed that forward movement is not happening. Administrator Leonhard suggested to come up with plan to dedicate resources. John asked to have options developed, what would the role look like, job responsibilities for the next meeting. Kurt Gibbs suggested use of ARPA to fund long term temporary position thru 2026.

2. American Rescue Plan Act – Marathon County was awarded \$25.3 million and not all has been committed. Some funds have used some for matches and other projects.
3. Governor’s 2023-25 Budget Broadband Policy and Funding – The budget is requesting a \$750 million one-time funding of general-purpose revenue with \$2 million a year in segregated universal service fund for broadband expansion efforts. Chair Robinson gave additional overview of the budget.

Motion – Recommend to the county board to continue to support increase funding at the state level for broadband expansion throughout Wisconsin, and Marathon County specifically.

SHERFINSKI MOTIONED, AARESTAD SECOND. ALL AYE.

- B. Process for determining priorities for future broadband expansion efforts –
Chair Robinson will check with Preston for an updated map. Gerry suggested to focus on where LTD was going to be since there is not a current plan for those areas.

6. **Next Steps –**

1. Project Updates
2. Planning Grant Discussion - priorities of stakeholder involvement in staffing
3. County Website Update

7. **Next Meeting:** April 24, 2023

8. **Adjournment**

AARESTAD MOTION TO ADJOURN MEETING, RITTER SECOND. MOTION CARRIED UNANIMOUSLY. MEETING ADJOURNED AT 4:23 pm.

Respectfully Submitted by,
Kathy Johnson

From: Flynn, Celeste M <Celeste.Flynn@charter.com>

Sent: Thursday, April 20, 2023 2:16 PM

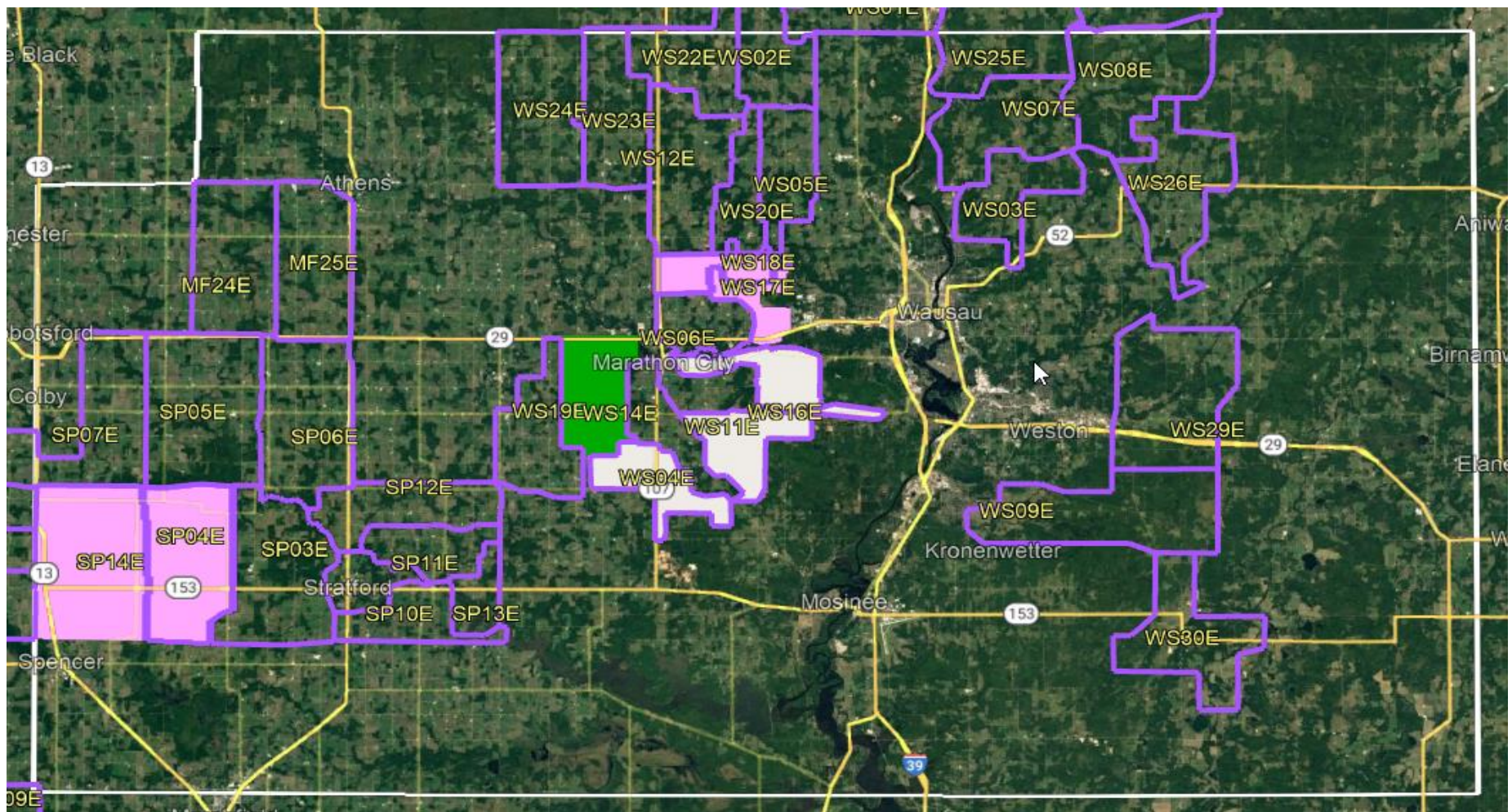
I am out of the office next week. I checked with Randy who attended your last meeting. He indicated that there was no additional update than what we provided for last month's meeting. Let me know if there is something more specific you would like.

White area is completed.

Green is partially complete, completing the remainder in April.

Pink area scheduled for May completion.

We will continue to work the west of the river for 2023.





WINTER REPORT

December 2022 -
February 2023

btussel.com

(877) 227-0924

Sign up for email updates:

<https://tinyurl.com/628j832m>

OVERVIEW

While supply chain issues, winter weather conditions, and holiday closings caused delays for construction workers throughout the state, progress has continued on tower builds and fiber route construction and design this winter.

TABLE OF CONTENTS

Overview	2
Community Engagement	3
Wireless Network Project	4
Map - Wireless Network	5
Site Acquisition Timeline	6
Customers	7
Fiber Network Project	8
Map - Fiber Network	9
How is a Fiber Network Created?	10

PROJECT SNAPSHOT

For a more detailed report of project status, see pages 4-5 and 8-9.

WIRELESS NETWORK



FIBER NETWORK



COMMUNITY ENGAGEMENT

SOCIAL MEDIA

Total People Reached: 37,948

Reached community members through Facebook posts and ads from December 2022-February 2023.

SPONSORSHIPS

Reached hockey fans through sponsorship of Wausau Cyclones Ice Hockey games taking place July 2022-June 2023.

EVENTS

Meet & Greets

Community members asked questions, learned about Bug Tussel services, and met Bug Tussel sales representatives at two Meet & Greet events.

January 21

Wausau Cyclones - Partnership Night, Wausau WI

February 4

Granite Peak, Wausau WI

Bug Tussel representatives also attended the Taste of Rothschild Boys and Girls Club event on December 1 and the Attending Event Fun@5 event on February 16 in Rothschild.

Meetings

Bug Tussel representatives attended the Marathon County Broadband Task Force meeting to share updates and answer questions on January 23 in Wausau.



Technology Classes

Community members learned basic technology skills attending Bug Tussel University classes held monthly at the Marathon County Public Library - Wausau Headquarters from December 2022-February 2023.



WIRELESS NETWORK PROJECT

Sites: 20

Funding Type: Bond

Minimum Timeline: 3 years

Approval Date: December 2021



KEY STAGES

Includes 20 project-funded sites and other sites. Subject to change.



LIVE

6 Sites Complete

Towers are live and customers can be hooked up to the wireless network.



CONNECTIONS

6 Sites Complete | 2 Sites In-Progress

Connections to appropriate utilities, power, and network are made and broadcast signals are tested.



CONSTRUCTION

8 Sites Complete | 8 Sites In-Progress

Site is prepared, foundation, road, and tower are built, and utilities and equipment are installed.



APPROVALS

16 Sites Complete | 5 Sites In-Progress

Permits are submitted to and approved by government and partner organizations.



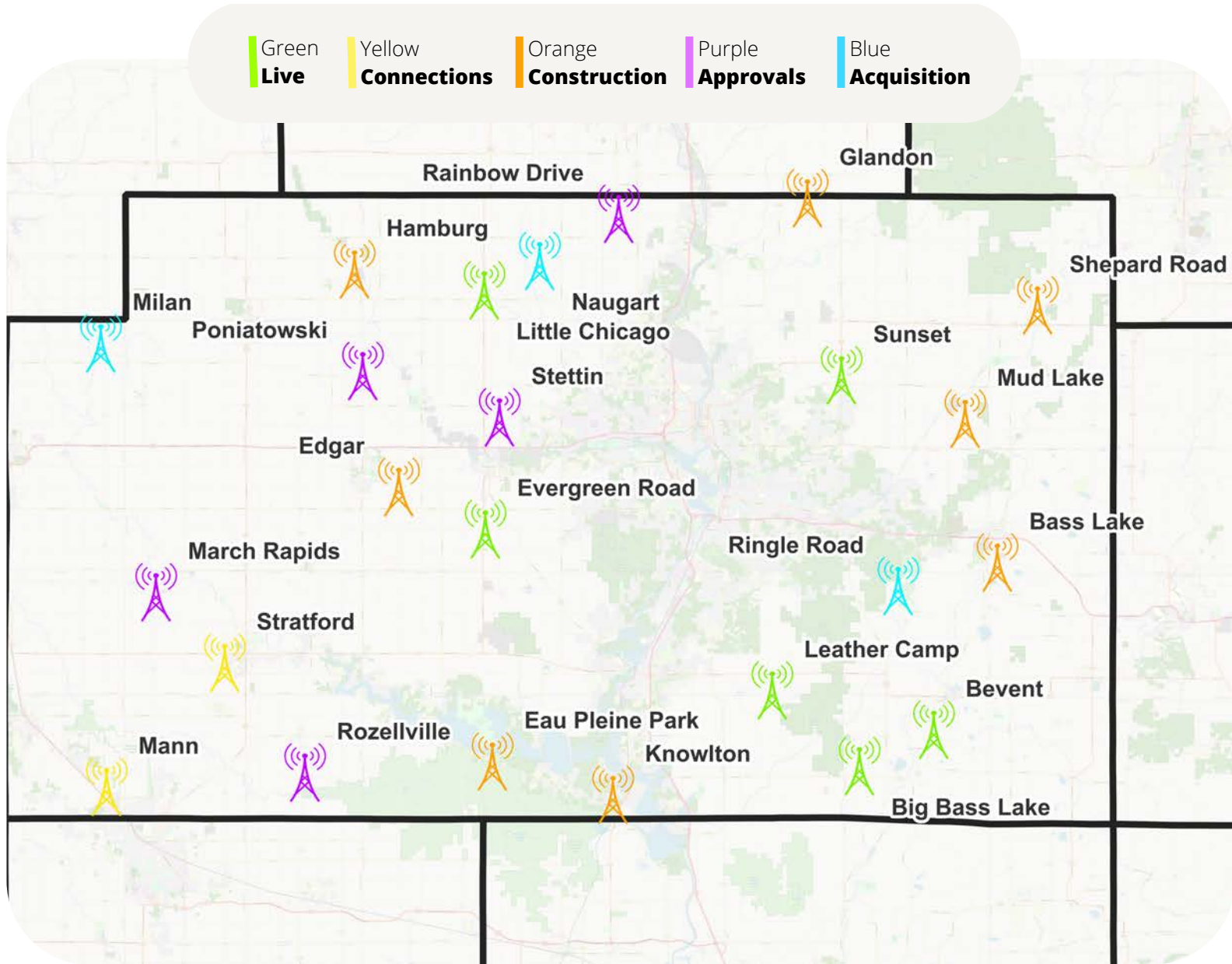
ACQUISITION

21 Sites Complete | 3 Sites In-Progress

Location for the site is scouted and, once a suitable site is found, a lease agreement with the landlord(s) is negotiated.

MAP - WIRELESS NETWORK

Representation of project-funded sites and other sites. Subject to change.



SITE ACQUISITION TIMELINE

btussel.com/about-us/partnerships



CUSTOMERS

FIXED WIRELESS

**Pre-Sold
Customers:
114**

Total interested in fixed wireless service, including prospective customers and sales leads.

FIBER

**Potential
Customers:
3,012**

Total homes within 100 feet of planned fiber route.

**Pre-Sold
Customers: 67**
Total interested in fiber service, including prospective customers and sales leads.

TOP CUSTOMER SERVICE REQUESTS:

BILLING

Assistance with billing information, making payments, etc.

NEW INSTALLATION

Customer is set up with new service

PRODUCT/SERVICE

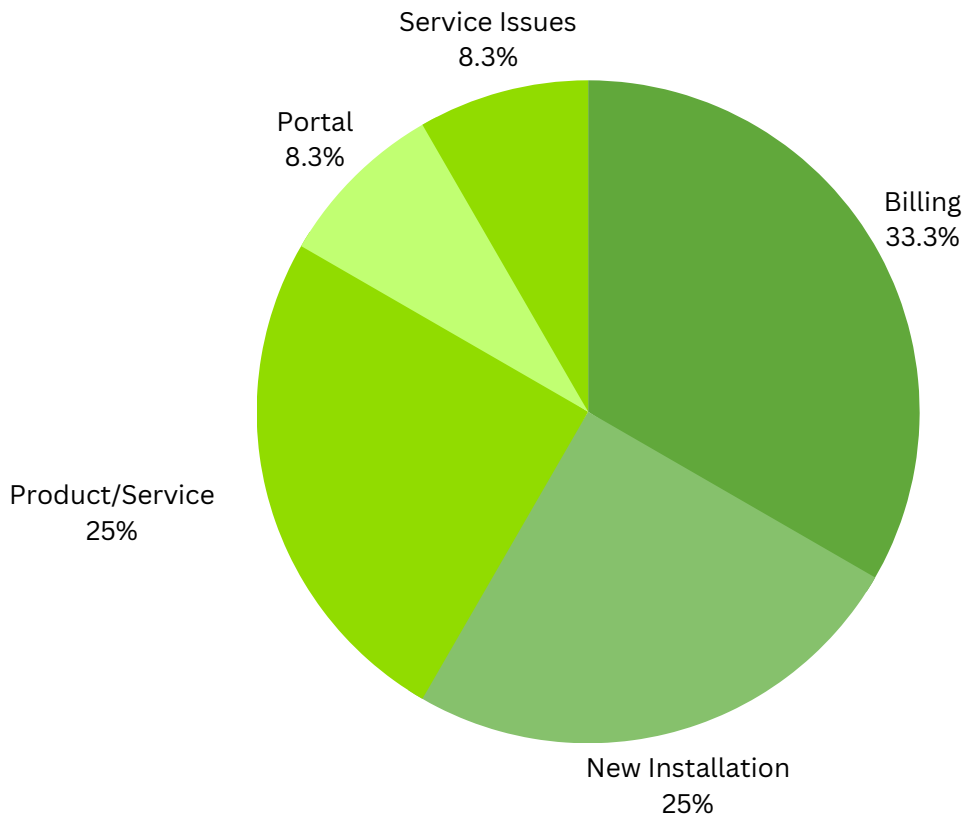
Questions about Bug Tussel service or products

PORTAL

Questions about Bug Tussel's web portal, including settings, access, etc.

SERVICE ISSUES

Slow Wi-Fi, internet service interruption, other individual service issues.



FIBER NETWORK PROJECT

Mileage: 340

Funding Type: Bond

Minimum Timeline: 3 years*

**Not all 340 miles will be completed in this phase*

Approval Date: December 2021

Mileage: 90.7

Funding Type: Last Mile Grant &

Bug Tussel contribution

(Leathercamp Project)

Minimum Timeline: 2 years

Approval Date: July 2022



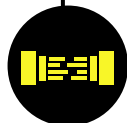
KEY STAGES

Includes all projects and phases, with backbone and distribution. Subject to change.



LIVE

Fiber is live in select areas and customers can be hooked up to the network.



CONNECTIONS

461 Miles In-Progress

Fiber is connected to appropriate sections, utilities, and power and network signal is tested.



FIBER

126 Miles Complete | 638 Miles In-Progress

Fiber is placed in conduit and sections are spliced together.



CONDUIT

145 Miles Complete | 316 Miles In-Progress

Conduit cable and other utilities are installed.



APPROVALS

213 Miles Complete | 314 Miles In-Progress

Permits are submitted to and approved by government and partner organizations.



DESIGN

461 Miles Complete | 68 Miles In-Progress

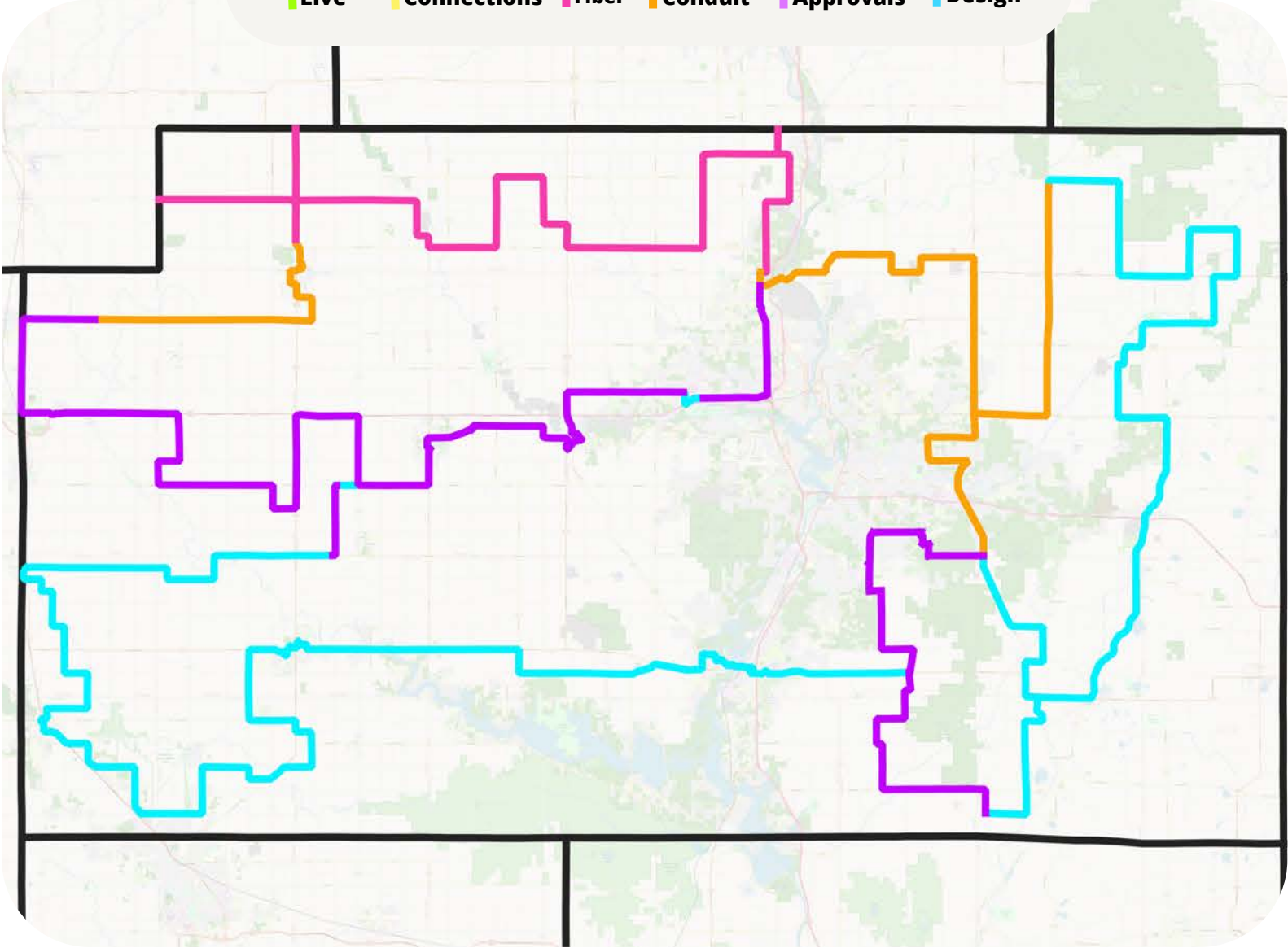
Route is designed, planned, and engineered.

Select areas are in redesign.

MAP - FIBER NETWORK

Representation of backbone for all phases and projects. Subject to change.

Green **Live** Yellow **Connections** Pink **Fiber** Orange **Conduit** Purple **Approvals** Blue **Design**





How is a Fiber Network Created?



Did you know? A fiber network is like a highway system.

Long Haul Fiber is like an *expressway* connecting main points across very large areas together. This is the *core* network that hooks up internet connections from state to state and, on a larger scale, country to country.

The **Middle Mile** is like a *highway* connecting cities together. This is the *backbone* that connects cities, counties, and states and creates a national network.

The **Last Mile** is like a *road* that travels from the highway to individual neighborhoods, including FTTH (fiber-to-the-home), FTTP (fiber-to-the-premises), etc. This is the *distribution* that connects the internet network to customer's homes, businesses, and government agencies. This is often the costliest and most challenging part of the network to create.

INSTALLING A FIBER NETWORK REQUIRES 4 MAJOR STEPS:

DESIGN THE ROUTE *(Engineering)*

Map the Route

Determine the best route for the network and outline in advanced mapping software.

Travel the Route

Travel the route to determine equipment and route needs based on the landscape. For example, areas with hard rock conditions will require specialized equipment such as a directional drill.

Update Design

Route design is then updated as needed based on landscape requirements, permit needs, etc.



Submit permits to local and federal agencies in order to obtain authorization before beginning installation.

OBTAIN PERMITS *(Zoning)*

Submit Permits

Await Approval

Await approval and re-submit or re-design if approval is denied.

INSTALL FIBER *(Construction)*

Deploy Conduit

Install conduit (a protective cable that will house the fiber) into the ground via plowing or boring (with a directional drill).

Install Access Hatches

Place access hatches in areas (often underground) where intersections will be made, the route changes direction, or fiber will be dispersed. These hatches (which include handholes, flowerpots, and cabinets) will act as utility boxes where fiber connections can be made.

Insert Fiber

Run fiber through the conduit. The most common way to insert fiber is through a process called fiber blowing, which uses a machine to move the fiber through the cable via bursts of air. This reduces friction and the risk of damage to the fiber.

Connect Fiber

Connect sections of fiber to one another by splicing, the process of fusing pieces of fiber together with an optical laser.

Connect to the Internet

Connect the fiber route to the internet, often by hooking up to the larger worldwide network via connection to a switch, a mobile tower, or another connecting point.



CONNECT TO CUSTOMERS *(On Air)*

Connect to Customer

Install fiber from the closest access point (a handhole) to customer's ONT (optical network terminal, which converts light signals to electrical signals) in their home or business.

Set Up Internet

Customer sets up home network system through router and ONT connections.

OVERVIEW AND BUDGET REFERENCE

BEAD Local Planning Grant Program

Public Service Commission of Wisconsin, Docket 5-BP-2023

Overview

Entities that have opted-in to the BEAD Local Planning Grant Program will need to submit a grant application and a placeholder budget to be used until a final budget is developed. This grant application and placeholder budget will be due on May 1, 2023 at 1:30pm. A final budget will be due June 19, 2023. The simple grant application must be submitted using the PSC's online Grants System. Entities are not re-applying, but rather submitting their grant plan and placeholder budget using the PSC Grants System, which is used for grant management and reimbursement.

This document provides information on the budget categories that entities should utilize when drafting their grant plan and budget. Additionally, this document provides allowable *categories* of activities that funding may be used on, as well as *specific allowable activities* that may be proposed in a budget and grant plan.

Performance Period or Term of Agreement and Key Deliverables

The performance period for the funding is two years. The performance period is the Commission Order date of February 1, 2023 through May 1, 2025

Some initial deliverables submitted via an interim report related to ongoing planning progress will be due to PSC by June 19, 2023. For entities that submit a placeholder budget, a detailed budget will also be due at this time. Deliverables will be submitted by the grant signatory.

The Commission recognizes that ongoing planning is expected after June 19, 2023. Any initial deliverables provided by June 19, 2023 will be aggregated as part of the Wisconsin Five-Year Plan and/or Wisconsin Digital Equity and Inclusion Plan.

By June 19, 2023, it will be expected that each grant signatory will have:

1. convened an initial planning group or provide documentation of meetings of an existing group.
2. began outreach to stakeholders in their community and/or region related to broadband planning.
3. identified a preliminary regional broadband vision and draft goals.
4. identified key barriers and opportunities related to Internet for All in their community and/or region.
5. and submitted a detailed budget by cost category.

Submitting an already complete and active broadband plan or plans to meet initial deliverable requirements is allowable and welcome.

Throughout the duration of the performance period, program reporting will include both interim and final reports. This will largely be related to the signatory's progress towards their proposed and Commission approved deliverables in their grant plan.

Budget/Financial Information and Costs

The following cost categories will be allowable. These categories are further explained in the table below.

- Contract, Consultant fees
- Labor (salary and fringe)
- Training
- Travel
- Supplies
- Other

Your budget must connect to the activities in the scope of work as proposed by the applicant and approved by the Commission.

The Commission will not ask for any matching or in-kind funding.

The funds will not be allowed to purchase equipment.

The funds will not be allowed to be used as match for any projects to construct broadband infrastructure.

Funding will be provided on a reimbursement basis and consistent with documentation of actually paid costs.

The Commission will be responsible for reporting to federal entities related to financial expenses and program activities.

Refer to the forthcoming grant agreements for specific federal requirements.

The Code of Federal Regulations, 2 CFR 200 will apply.

Allowable categories of activities under federal BEAD planning funding:

- Research and data collection, including initial identification of unserved locations and underserved locations consistent with the rules, regulations, and processes the Federal Communications Commission has established for making these determinations in the Broadband DATA Maps.
- Publications, outreach, and communications support related to broadband and digital equity planning.
- Providing technical assistance to potential subgrantees (i.e. providers and communities), including through workshops and events; that support the development of the state 5-year action plan.
- Training for employees of political subdivisions of Wisconsin, and related staffing capacity or consulting or contracted support to effectuate the goals of the BEAD Program.
- Asset mapping across the county and/or region to catalogue broadband adoption, affordability, equity, access and deployment activities occurring within Wisconsin.

- Conducting surveys of unserved, underserved, and underrepresented communities to better understand barriers to internet adoption.
- Costs associated with meeting the local coordination requirements including capacity building at the local and regional levels or contracted support.

Examples of allowable activities that may be proposed by BEAD

Local Planning Sub-awardees:

- Conduct outreach to improve and challenge the National Broadband Map.
- Hire new staff or allocate existing staff time to broadband planning; including but not limited to embedding broadband into regional and economic plans, or other community planning activities.
- Allocate staff time to participate in technical assistance workshops or webinars.
- Convening industry stakeholders to identify strategies related to financing broadband or preparing workforce.
- Hire or allocate staff to refine or review permitting processes related to broadband deployment.
- Training staff, elected officials, or local broadband champions to improve their knowledge of broadband, internet adoption, or federal grant administration.
- Host and document event(s) to discuss broadband and barriers to adoption.
- Purchase software licenses or data (mapping software, speed-tests) related to broadband planning, permitting, or adoption.
- Conduct surveys or promote existing surveys of citizens on their broadband needs and barriers.
- Hire or allocate staff time to perform analyses of the survey results, state and federal maps, data, and existing resources related to broadband adoption.
- Send flyers advertising broadband listening sessions and digital equity events.
- Hosting meetings with potential internet service provider partners.
- Get outreach materials translated into other languages.
- Hire translators and/or interpreters and/or childcare providers to support Wisconsinites' participation in planning meetings.
- Create models for best practice public private partnerships for broadband deployment.

Any other activities proposed by the applicant that are allowable by the funding and approved by the Commission.

BUDGET CATEGORIES REFERENCE

BEAD Local Planning Grant Program

Public Service Commission of Wisconsin, Docket 5-BP-2023

Contractual, Consultant Fees

All project expenses for work performed by a third-party contractor. A third-party contractor is any entity that is not a signatory to the grant agreement or a County/Tribe. Examples: research and data collection, asset mapping, convening stakeholders, publications, outreach, and communications support, etc. Any materials supplied by a third-party contractor should be included here.

Labor (Salary, Fringe)

Actual labor expenses, including fringe benefits, of the signatory and/or any County or Tribe labor expenses, even if the County or Tribe is not the grant signatory. This category is limited to direct personnel expenses only.

Training

Training staff, elected officials, local broadband champions, and/or related staffing capacity to effectuate the goals of the BEAD Program.

Travel

Signatory's travel expenses related to the scope of the project, including travel expenses of a County or Tribe, regardless of whether the County/Tribe is or isn't the grant signatory.

Supplies

Examples: food, event space, postage, printing of outreach materials, technology for staff, software licensing, etc.
Note: funds are not allowed to purchase equipment.

Other

Other expenses not specified above. Please provide details in the notes.
When creating a placeholder budget, please put the full grant amount in this category.

NOTE: “Eligible Costs” means those costs which are: (1) not covered by any other federal or state funding; (2) subject to audit by the Commission; (3) directly attributable to activities identified in a recipient’s grant agreement; (4) identified in a recipient’s grant agreement, subject to any amendments to the grant agreement; and (5) incurred between the date of the Commission’s written Order—which officially awards grant funds to a recipient—and the end of the Performance Period defined in the grant agreement, as may be amended.

Drafted: 4/3/2023



Broadband Equity, Access, and Deployment (BEAD) Local Planning Grant Program

University of Wisconsin – Madison, Division of Extension
Broadband Planning Series
April 3rd, 2023

BEAD Local Planning Grant Program

- Provide funds to support local broadband planning efforts and build local capacity that will be needed throughout the BEAD planning and initial implementation period.
- Enables eligible entities to opt-in to receive formula funding to participate in broadband planning activities support locally informed analysis of broadband needs.
- Commission seeks to gain insight into each local community's vision for broadband development.
- Inform the state Five-Year Action Plan which will guide broadband deployment and implementation of the BEAD program.

By the numbers...

- 77 entities have opted in
 - All 72 counties
 - 5 Tribes
- 48 entities are collaborating through one of six participating Regional Economic Development Organizations (REDOs)
- 29 entities are participating independently

Allocations

BEAD Local Planning Grant Recipients					
Formula:					
Independent Award = 1,500,000/((0.1*(Regional Collaborator Count))+(Total Participants))					
Collaborator Award=1.1*Independent Award					
Funding Available: \$1,500,000					
Participating Entities: 77					
Independent Award = \$18,337.40					
Independent Participants: 29					
Collaborator Award = \$20,171.15					
Regional Collaborators: 48					
Participating Regions	Award	Contact Name	Contact Title/Position	Contact Email	Contact Phone
Centergy	\$100,855.75	Angel Whitehead	Executive Director	president@centergy.net	715-849-5510 ext 307
Adams County		Kyle Patterson	Finance Director	kyle.patterson@co.adams.wi.us	608-339-4201
Lincoln County		Ken Wickham	Lincoln County Broadband Committee Chair	ken.wickham@co.lincoln.wi.us	715-360-0912
Marathon County		Gerard Klein	Director, CCITC	Gerard.Klein@co.marathon.wi.us	715-261-6707
Portage County		Jeff Hartman; Jeremy Solin	GIS/LIS Coordinator; Area 7 Extension Director	HartmanJ@co.portage.wi.gov; Jeremy.Solin@wisc.edu	715-346-1221; 715-498-7051
Wood County		Jason R. Grueneberg	Planning + Zoning Director	jason.grueneberg@woodcountywi.gov	715-421-8478
Madison Region Economic Partnership	\$100,855.75	Gene Dahlhoff	Vice President - Talent and Education	gdalhoff@madisonregion.org	608-571-0403
Columbia County		Chris Polzer	Columbia County Board Chair	christopher.polzer@columbiacountywi.gov	608-697-1085
Dane County		Alexandra Andros	Senior Planner	andros@countyofdane.com	608-261-9780 (o), or 608- 720-0168 (c)
Dodge County		Cameron Clapper	County Administrator	cclapper@co.dodge.wi.us	920-386-4251
Jefferson County		Ben Wehmeier	County Administrator	benjaminw@jeffersoncountywi.gov	920-674-7101
Sauk County		Melanie Platt-Gibson	Sauk County Development Director	melanie.plattgibson@saukcountywi.gov	608-355-4840

Grant Instructions

- **April 3rd, 2023:** Grant instructions issued and posted
- **April 28th, 2023:** Deadline for submitting questions and requests for clarification
- **April 28th, 2023:** Deadline for requesting Grant System assistance
- **May 1st, 2023 at 1:30pm:** Applications due from applicants (deadline for submitting on PSC Grants System). Applications are public.

Grant Instructions (continued)

- Applicants are:
 - Counties opting to participate independently
 - REDOs that have opted to facilitate collaborative participation among one or more of their represented counties and/or Tribes
 - Federally recognized Tribes opting to participate independently
- Note: Counties and Federally recognized Tribes that have opted to participate collaboratively through a REDO, do NOT need to fill out an application through the PSC Grants System.

Grant System

- [PSC Grants System](#)
- [PSC Grants System User's Guide](#)
- Utilizing the Grant Instructions, we need applicants to complete a simple application via the Grants System
- Create an account (tied to ERF account)

Grant System (continued)

- Details tab
 - Project Name, Project Description, Grant Amount Requested (from allocation table), Recipient & Partner Contributions (should be 0), Grant Application Details
- Contacts tab
 - One primary contact minimum, can add secondary contacts
- Budget tab
 - Applicants should enter their allocation amount in the 'Other' row

Grant System (continued)

Grant Type: BEAD Local Planning Grant | **Grant Name:** BEAD Local Planning Grant | **Grant Year:** 2023 | **Project:** WBO TEST

[Details](#) [Contacts](#) [Budget](#) [Narrative](#) [Submit](#) [Create PDF](#)

Grant Application Budget

Save changes Cancel changes

Budget Item	Grant Funded	Contribution Funded	Notes
Contractual, Consultant fees			
Labor (Salary, Fringe)			
Other	\$18,337.40	\$0.00	Placeholder!
Training			
Supplies			
Travel			

Grant System (continued)

- Narrative tab
 - Is the applicant a Wisconsin county, Regional Economic Development Organization (REDO), or federally recognized Tribe listed on the allocation letter? (yes/no)
 - Will the applicant use the grant funds for BEAD local planning eligible activities and costs that are allowable under these federal funds? (yes/no)
 - List up to three eligible planning activities that the applicant will complete during the performance period (February 1, 2023 – May 1, 2025) and provide a short description of the intended outcomes or deliverables for each of these activities.
 - By June 19, 2023, does the applicant agree to submit the required interim project status report with the five required deliverables? (yes/no)

Budget

- Overview and Budget Document
- For purposes of the May 1st, 2023 application deadline, we are asking applications to submit a 'placeholder' budget
 - Full allocation will go in the 'Other' category
 - Detailed grant project budget with cost categories will be due June 19th, 2023
- Contract, Consultant fees
- Labor (salary and fringe)
- Training
- Travel
- Supplies
- Other

Initial Deliverables

- By June 19, 2023, it will be expected that each grant signatory will have:
 1. convened an initial planning group or provide documentation of meetings of an existing group.
 2. began outreach to stakeholders in their community and/or region related to broadband planning.
 3. identified a preliminary regional broadband vision and draft goals.
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- Providing technical assistance to potential subgrantees (i.e. providers and communities), including through workshops and events; that support the development of the state 5-year action plan.
- Training for employees of political subdivisions of Wisconsin, and related staffing capacity or consulting or contracted support to effectuate the goals of the BEAD Program.
- Asset mapping across the county and/or region to catalogue broadband adoption, affordability, equity, access and deployment activities occurring within Wisconsin.
- Conducting surveys of unserved, underserved, and underrepresented communities to better understand barriers to internet adoption.
- Costs associated with meeting the local coordination requirements including capacity building at the local and regional levels or contracted support.

Examples of allowable activities that may be proposed by BEAD Local Planning Sub-awardees:

- Conduct outreach to improve and challenge the National Broadband Map.
- Hire new staff or allocate existing staff time to broadband planning; including but not limited to embedding broadband into regional and economic plans, or other community planning activities.
- Allocate staff time to participate in technical assistance workshops or webinars.
- Convening industry stakeholders to identify strategies related to financing broadband or preparing workforce.
- Hire or allocate staff to refine or review permitting processes related to broadband deployment.
- Training staff, elected officials, or local broadband champions to improve their knowledge of broadband, internet adoption, or federal grant administration.
- Host and document event(s) to discuss broadband and barriers to adoption.
- Purchase software licenses or data (mapping software, speed-tests) related to broadband planning, permitting, or adoption.

Examples of allowable activities that may be proposed by BEAD Local Planning Sub-awardees:

- Conduct surveys or promote existing surveys of citizens on their broadband needs and barriers.
- Hire or allocate staff time to perform analyses of the survey results, state and federal maps, data, and existing resources related to broadband adoption.
- Send flyers advertising broadband listening sessions and digital equity events.
- Hosting meetings with potential internet service provider partners.
- Get outreach materials translated into other languages.
- Hire translators and/or interpreters and/or childcare providers to support Wisconsinites' participation in planning meetings.
- Create models for best practice public private partnerships for broadband deployment.
- Any other activities proposed by the applicant that are allowable by the funding and approved by the Commission.

Draft Grant Agreement

- A Draft BEAD Local Planning Grant Agreement is available on the Commission's website
- Once the application is submitted, staff will follow-up with a grant agreement to sign
- In the meantime, you may wish to review the draft grant agreement with your legal counsel
- It is **required** that each approved grant applicant enter into a grant agreement with the Commission

In Summary

- Entities opt-in
- Allocations determined
- Grant instructions issued
- Entities submit application and placeholder budget via grants system
- Commission approves and grant agreements are signed
- Initial deliverables due June 19th, 2023
- Continued planning activities throughout performance period

Resources

- [BEAD Local Planning Grant Program Webpage](#)
- [5-BP-2023 Docket](#)
- [ERF Home and Docket Subscription](#)
- [PSC Grants System](#)



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General questions?

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