**INTERNET FOR ALL**

U.S. Department of Commerce

National Telecommunications and Information Administration

Five-Year Action Plan

Template

***Note:*** *This document is intended to serve as an organizational tool that supports each Eligible Entity in capturing notes and developing its BEAD Five-Year Action Plan. Each Eligible Entity should review the Five-Year Action Plan Guidance document and speak with their designated Federal Program Officer prior to using this document.*

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Internet For All

# Executive Summary

[Insert summary of Five-Year Action Plan, restating purpose and key points of the plan]

# Overview of the Five-Year Action Plan

## Vision

[Insert Eligible Entity’s vision for broadband deployment and digital equity]

## Goals and Objectives

[Insert goals and objectives for broadband deployment and digital equity]

# Current State of Broadband and Digital Inclusion

## Existing Programs

|  |  |  |
| --- | --- | --- |
| **Activity Name** | **Description** | **Intended Outcome(s)** |
| *Name of activity* | *Brief description of activity* | *Brief list of intended outcome(s)*  |
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**Table 1: Current Activities that the Broadband Program/Office Conducts**

**Table 2: Current and Planned Full-Time and Part-Time Employees**

|  |  |  |  |
| --- | --- | --- | --- |
| **Current/ Planned** | **Full-Time/ Part-time** | **Position** | **Description of Role** |
| *Current or Planned* | *FT or PT* | *Position* | Brief description of role |
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**Table 3: Current and Planned Contractor Support**

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| --- | --- | --- | --- |
| **Current/ Planned** | **Time** | **Position** | **Description of Role** |
| *Current or Planned* | *FT or PT* | *Contractor Position* | *Brief description of contractor’s role* |
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**Table 4: Broadband Funding**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Source** | **Purpose** | **Total** | **Expended** | **Available** |
| *Name of federal agency/ other source of funding*  | *Brief description of broadband deployment and other broadband-related activities*  | *$X,000,000* | *$X00,000* | *$X00,000* |
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## Partnerships

**Table 5: Partners**

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| --- | --- |
| **Partners** | **Description of Current or Planned Role in Broadband Deployment and Adoption**  |
| *Name of Partner* | *Brief description of the current or planned role of the partner for broadband deployment and adoption in the State or Territory.* |
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## Asset Inventory

[Insert inventory of the Eligible Entity’s assets related to broadband deployment, access, adoption, affordability, and digital equity]

## 3.4 Needs and Gaps Assessment

[Insert assessment of gaps between the Eligible Entity’s current state and needs of broadband deployment and digital equity]

# Obstacles or Barriers

[Insert obstacles or barriers that the Eligible Entity may encounter related to broadband deployment and digital equity]

# Implementation Plan

## Stakeholder Engagement Process

[Insert Eligible Entity’s plan to identify stakeholders and stakeholder groups, develop an inclusive engagement model and associated mechanisms, and facilitate the stakeholder engagement process]

## Priorities

**Table 6: Priorities for Broadband Deployment and Digital Inclusion**

|  |  |
| --- | --- |
| **Priority** | **Description** |
| *Name of Priority* | *Brief description of the priority* |
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## Planned Activities

[Insert activities that the Eligible Entity intends to implement to meet its goals and objectives, including the source of their funding]

## Key Execution Strategies

[Insert key strategies that the Eligible Entity will undertake to meet its goals and objectives, and to align with and maintain compliance with the statutory requirements of the BEAD program]

## Estimated Timeline for Universal Service

[Insert an estimate of when access to high-speed internet at just, reasonable, and affordable rates will be made available throughout the Eligible Entity]

## Estimated Cost for Universal Service

[Insert estimate of how much it will cost to provide access to high-speed internet at just, reasonable and affordable rates throughout the Eligible Entity]

## Alignment

[Insert overview of how the Five-Year Action Plan is aligned to the Eligible Entity’s priorities and other existing or planned efforts]

## Technical Assistance

[Insert overview of the support and technical assistance that the Eligible Entity will need to ensure that the Initial and Final Proposals fully meet the requirements of the statute and the goals of the BEAD Program]

# Conclusion

[Insert Text]

# Appendices

[Add appendices as needed]