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The presentation along with a transcript and recording will be available on the BroadbandUSA website under Events/Past Events on or before August 30, 2021.

Tribal Broadband Connectivity Program

Consolidated Appropriations Act, 2021

Questions

- Type questions in the Q&A box on the right side of the screen. Questions and answers will be available on the FAQ section of our website.
- Overview of Consolidated Appropriations Act, 2021 | BroadbandUSA (doc.gov)

Presentation

- The presentation along with a transcript and recording will be available on the BroadbandUSA website under Events/Past Events on or before August 30, 2021.
- BroadbandUSA Past Events

This presentation is for informational purposes only and is intended solely to assist potential applicants in better understanding the NTIA Tribal Broadband Connectivity Program and the application requirements set forth in the Notice of Funding Opportunity (NOFO) for this program. The presentation does not and is not intended to supersede, modify, or otherwise alter applicable statutory or regulatory requirements, or the specific application requirements set forth in the NOFO. In all cases, statutory and regulatory mandates, and the requirements set forth in the NOFO, shall prevail over any inconsistencies contained in this presentation.

Presenters:

- Vanesscia Cresci, Broadband Program Specialist, NTIA
- Crystal Hottowe, Broadband Program Specialist, NTIA
- Nick Courtney, Broadband Program Specialist, NTIA
- Adam Geisler, National Tribal Government Liaison, First Responder Network Authority
- Gabe Montoya, Broadband Program Specialist, NTIA

Moderator:

- Margaret Gutierrez, National Tribal Government Liaison, First Responder Network Authority

Agenda

Top 10 Questions & Answers

BroadbandUSA TBCP/Tribal Nations Resources

Questions & Answers

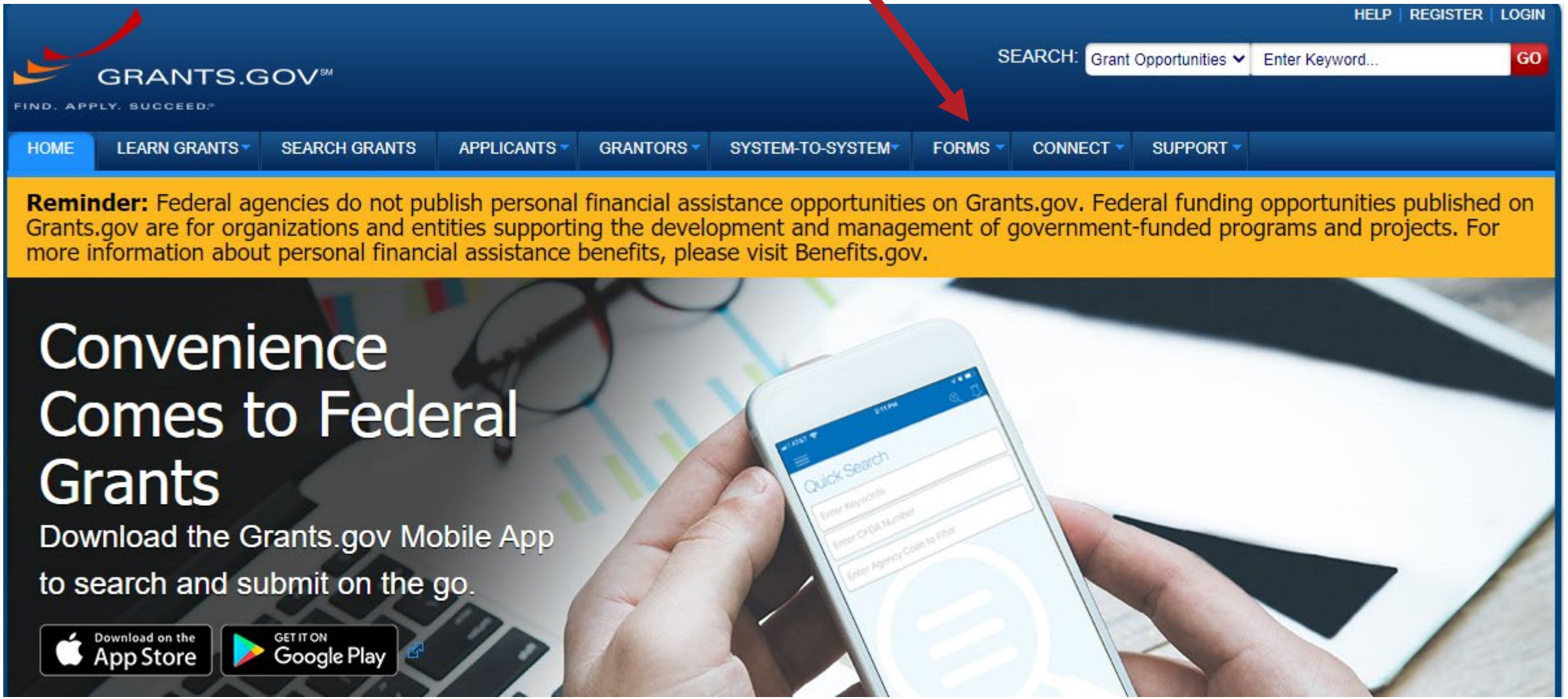
Top 10 Questions & Answers

Top 10 Questions & Answers

Q1: Where can I find the SF-424 forms, if I choose to mail or email in my application?

A: Visit the grants.gov website. On the top bar, there is an menu item called "Forms." A drop down menu will appear. Select "SF-424 Family" for the SF-424 federal forms.

Or you can visit: https://www.grants.gov/web/grants/forms/sf-424-family.html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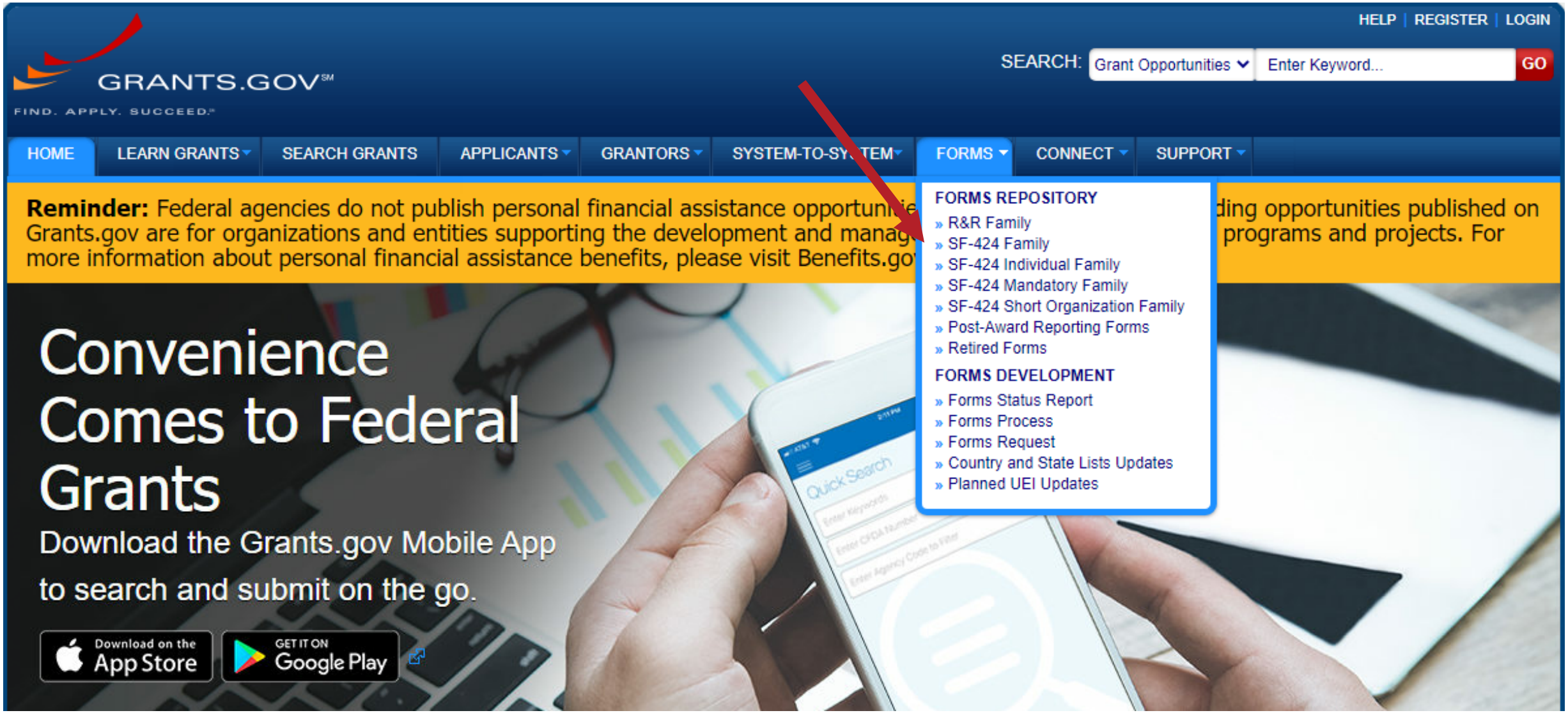
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FORMS
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SUPPORT
FORMS REPOSITORY
» R&R Family
» SF-424 Family
» SF-424 Individual Family
» SF-424 Mandatory Family
» SF-424 Short Organization Family
» Post-Award Reporting Forms
» Retired Forms
FORMS DEVELOPMENT
» Forms Status Report
» Forms Process
» Forms Request
» Country and State Lists Updates
» Planned UEI Updates
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ding opportunities published on
Grants.gov are for organizations and entities supporting the development and manag
programs and projects. For
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GRANTS.GOV 〉 Forms 〉 Forms Repository 〉 *SF-424 Family*

SF-424 FAMILY

- » Forms Repository
  - » R&R Family
  - » **SF-424 Family**
  - » SF-424 Individual Family
  - » SF-424 Mandatory Family
  - » SF-424 Short Organization Family
  - » Post-Award Reporting Forms
  - » Retired Forms
- » Forms Development

NOTE: The PDF forms available on this portion of the site are for sample purposes only and cannot be submitted with your application package. If you are applying for a grant, please complete and submit your application using Grants.gov Workspace.

SF-424 FAMILY FORMS: Export Data

Agency Owner	▲ Form Name	Adobe Form	Form Schema	Form Items Description	Form Instructions	GG Version	OMB Number	OMB Expiration
TREAS	ACH Vendor/Miscellaneous Payment Enrollment Form	PDF	Schema	FID		2.0	1530-0069	06/30/2022
USDA	AFRI PROJECT TYPE	PDF	Schema	FID		1.0	0524-0039	12/31/2021
Grants.gov	Application for Federal Assistance (SF-424)	PDF	Schema	FID	Instructions	4.0	4040-0004	12/31/2022
Grants.gov	Assurances for Construction Programs (SF-424D)	PDF	Schema	FID	Instructions	1.1	4040-0009	02/28/2022
Grants.gov	Assurances for Non-Construction Programs (SF-424B)	PDF	Schema	FID	Instructions	1.1	4040-0007	02/28/2022
Grants.gov	Attachments	PDF	Schema	FID	Instructions	1.2		
Grants.gov	Budget Information for Construction Programs (SF-424C)	PDF	Schema	FID	Instructions	2.0	4040-0008	02/28/2022
Grants.gov	Budget Information for Non-Construction Programs (SF-424A)	PDF	Schema	FID	Instructions	1.0	4040-0006	02/28/2022

Top 10 Questions & Answers

Q2: What federal forms are mandatory?

Which Federal Forms Do I Need to Submit With My Application?							
	SF-424	SF-424A	SF-424B	SF-424C	SF-424D	CD-511 (Certification re: Lobbying)	Disclosure of Lobbying Activities (SF-LLL)
Broadband Use and Adoption Project ONLY	✓	✓	✓			✓	✓
Broadband Infrastructure Deployment Project ONLY	✓			✓	✓	✓	✓
BOTH Types of Projects	✓	✓	✓	✓	✓	✓	✓

Top 10 Questions & Answers

Q3: What programmatic and budget documents are required?

What Programmatic Documentation Do I Need to Provide with My Application?							
	Project Narrative	Resumes of Key Personnel	Budget Narrative and Detailed Justification	Indirect Cost Rate, if Using Indirect Costs	Documentation Showing Status as Eligible Entity	Tribal Resolution	Maps of Proposed Service Areas
Broadband Use and Adoption Project ONLY	✓	✓	✓	✓	✓		
Broadband Infrastructure Deployment Project ONLY	✓	✓	✓	✓	✓	✓	✓
BOTH Types of Projects	✓	✓	✓	✓	✓	✓	✓

Top 10 Questions & Answers

Q4: For the CD-511 Certification Regarding Lobbying, the entire Funding Opportunity Number ("NTIA-TBC-TBCPO-2021-2006948") does not fit in the Award Number field. What should I do?

A: NTIA acknowledges that the full Funding Opportunity Number may not fit within the applicable field in the CD-511 form. Applicants should either: (1) type out as much of the NOFO name as they can until the field is completely filled; or (2) use the abbreviation "NTIA-TBCP-2021."

Top 10 Questions & Answers

Q5: When completing the federal forms and programmatic documentation, where do I enter the total project costs?

A: The total federal budget amount required for the entire proposed project that is entered in SF-424, SF-424A or SF-424C, budget narrative, and budget justification should all match. If you are applying for both the Broadband Infrastructure Deployment and Broadband Use and Adoption projects, the total project costs is the sum of the totals of SF-424A and SF-424C.

In the SF-424, item 18 should list the total federal budget amount requested for the entire project.

Top 10 Questions & Answers

Q6: If I am not required to submit one of the SF-424 forms listed under Mandatory Forms in grants.gov, will the system allow me to submit my application? Also, if I am required to submit one of the forms under Optional Forms, do I still need to submit?

A: Yes. Only submit the required forms that apply to the project type you are applying for as outlined in the NOFO. If one of the forms is listed under Optional Forms is listed as a required form in the NOFO, you must submit it.

Top 10 Questions & Answers

Q7: What is included in the administrative and legal cost classification? What is the cap on this cost classification?

A: Administrative expenses include costs attributable to: accounting, auditing, contracting, budgeting, and general legal services; facility occupancy costs (e.g., rent, utilities, insurance, taxes, and maintenance); general liability insurance that protects the organization (not directly related to a program); depreciation on buildings and equipment; general office supplies; and general and administrative salaries and wages.

Tribal Broadband Connectivity Program grantees may not expend more than 2% of the total funds received on administrative expenses.

Top 10 Questions & Answers

Q8: How should I classify personnel time in the SF-424C budget form?

A: If staff are completing administrative or legal functions, such as accounting, auditing, contracting, budgeting, and general legal services, their time for these activities should be listed in the admin and legal cost classification.

If staff are completing activities associated directly with the project, they should account for their time in that specific cost classification. For example, if conducing activities directly related to construction, the time spent on those activities should be listed in the construction cost classification.

Top 10 Questions & Answers

Q9: How should I classify my planning, sustainability and feasibility studies in the SF-424C budget form? What is the funding cap on this activity?

A: Applicant should put costs associated with their planning, sustainability, and feasibility study in the miscellaneous cost classification.

The costs of planning, feasibility, and sustainability studies may not exceed one percent (1%) of the total project cost.

Top 10 Questions & Answers

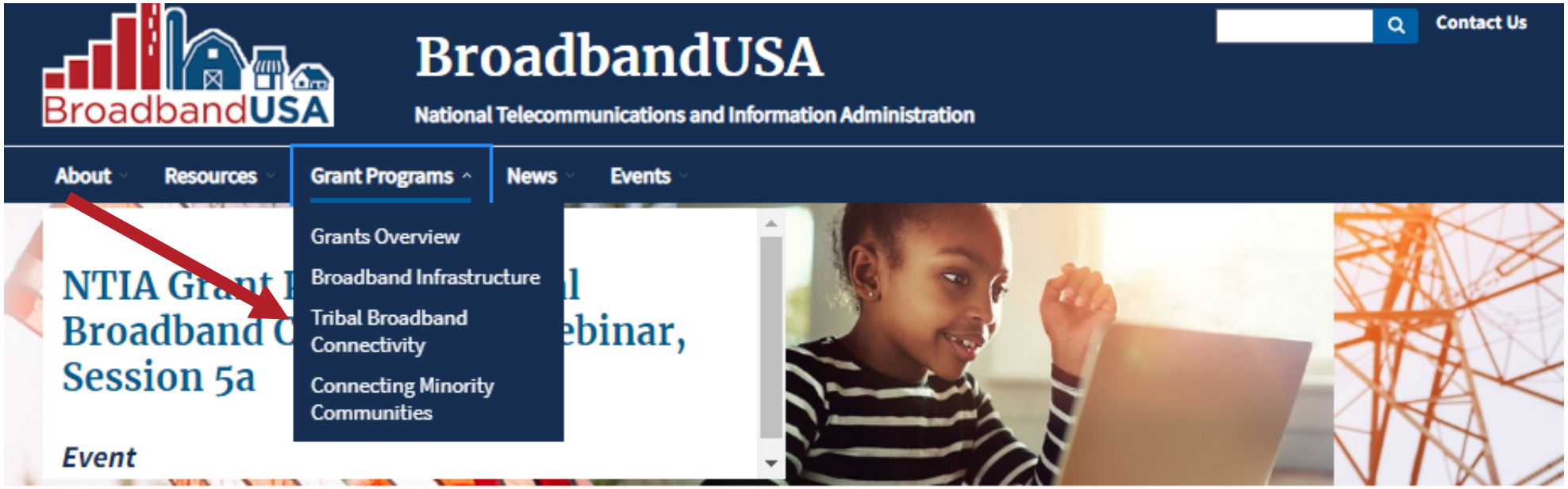
Q10: Does NTIA have a specific percentage applicants should use for contingency costs in line 13 of the SF-424C?

A: An applicant may include contingency in budget estimates to the extent they are necessary to improve the precision of those estimates. Amounts for major project scope changes, unforeseen risks, or extraordinary events may not be included. Amounts must be estimated using broadly-accepted cost estimating methodologies, specified in the budget documentation of the Federal award, and accepted by the Federal awarding agency. *See* 2 C.F.R. § 200.433(b). In order for actual costs incurred to be allowable, they must: comply with the cost principles and other requirements in this part (see also 2 C.F.R. §§ 200.300 and 200.403); be necessary and reasonable for proper and efficient accomplishment of project or program objectives; and be verifiable from the non-Federal entity's records. *See* 2 C.F.R. § 200.433(b).

NTIA has not determined a specific percentage that applicants should use for contingencies. NTIA notes that contingencies are generally considered reasonable if they are 10-15% of construction costs or less, otherwise the applicant should provide justification for the higher costs.

BroadbandUSA TBCP/Tribal Nations Resources

https://broadbandusa.ntia.doc.gov/resources



What is BroadbandUSA?

The National Telecommunications and Information Administration's (NTIA) BroadbandUSA program promotes innovation and economic growth by supporting efforts to expand broadband connectivity and meaningful use across America. BroadbandUSA serves state, local, and tribal governments, industry, and nonprofits that need to enhance broadband connectivity and promote digital inclusion.

https://broadbandusa.ntia.doc.gov/resources/tribal-nations

Home

Tribal Nations

NTIA is committed to increasing broadband Internet access across America, particularly in unserved and underserved communities. BroadbandUSA and NTIA serve federally recognized tribal governments and Hawaiian home lands that seek to expand broadband connectivity and promote digital inclusion through solution-neutral guides and resources, group technical assistance, interagency coordination, and administration of grant programs.

Tribal Broadband Connectivity Program (TBCP)

The Consolidated Appropriations Act, 2021, provides new sources of tribal broadband funding to assist in mitigating the effects of the COVID-19 pandemic which is exacerbating the digital divide across Indian Country. With the designated funding, NTIA is developing the Tribal Broadband Connectivity Program (TBCP), a $1 billion program directed to tribal governments to be used for broadband deployment on tribal lands, as well as for telehealth, distance learning, broadband affordability, and digital inclusion. Entities eligible for TBCP grants include tribal governments, tribal organizations, TCUs, the Native Hawaiian Community, and Native Corporations.

- Notice of Funding Opportunity (NOFO) published on grants.gov
- Frequently Asked Questions (FAQs) 06-09-2021

Q & A

Contact Us

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Upcoming Events:		August 23 & 24	September 22 & 23 October 20 & 21

Webinars start at 2:30 pm ET

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