



NTIA Grants Application Portal

Digital Equity (DE)

Annual Submission Guidance (Including Closeout Documents)

June 5, 2024

Version 2.1



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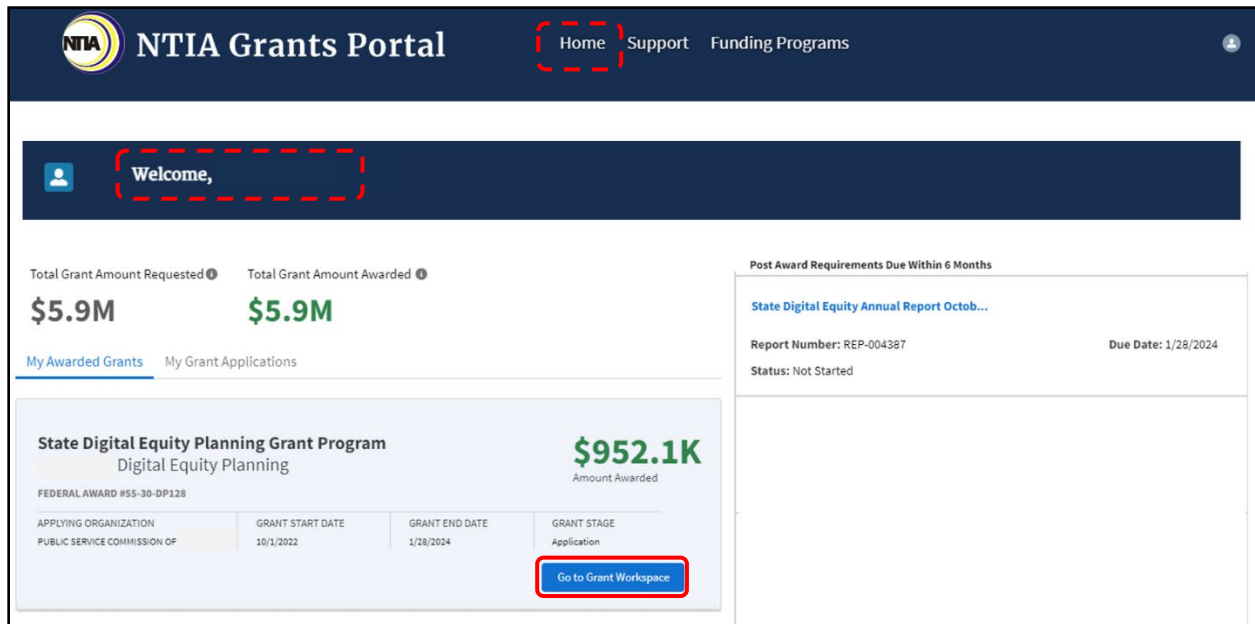
Grant Awardee: Submit the Digital Equity (DE) Annual Report (Including Closeout Documents)

The annual report is a post award requirement for the DE Planning grant. The process to submit an annual report including closeout documents is very similar to the process followed when submitting previous reports. There is a section, [Additional Closeout Documents Section](#), for uploading all required closeout documents with the final annual report.

NTIA Grants Portal: Access the Grant Workspace

To access and submit the DE Plan requirement, log into the NTIA Grants Portal. From the Welcome page, click on the **Go to Grant Workspace** button.

To return to the Welcome page at any time, click on **Home** near the top of the screen.



The screenshot shows the NTIA Grants Portal interface. At the top, there is a navigation bar with the NTIA logo, the text "NTIA Grants Portal", and links for "Home", "Support", and "Funding Programs". Below this is a "Welcome," message with a user icon. The main content area displays two summary cards: "Total Grant Amount Requested" and "Total Grant Amount Awarded", both showing "\$5.9M". Below these are tabs for "My Awarded Grants" and "My Grant Applications". The "My Awarded Grants" tab is active, showing a card for the "State Digital Equity Planning Grant Program" with a "Digital Equity Planning" sub-section and an awarded amount of "\$952.1K". A table below the card lists grant details: "APPLYING ORGANIZATION" (PUBLIC SERVICE COMMISSION OF), "GRANT START DATE" (10/1/2022), "GRANT END DATE" (1/28/2024), and "GRANT STAGE" (Application). A "Go to Grant Workspace" button is highlighted with a red box. To the right, a "Post Award Requirements Due Within 6 Months" section lists a "State Digital Equity Annual Report" due on 1/28/2024, with report number REP-004387 and status "Not Started".



Click on the **Post Award Requirements** tab, then click on the desired **State Digital Equity Annual Report** link.

NTIA Grants Portal [Home](#) [Support](#) [Funding Programs](#)

Grant Request
State of _____ – State Digital Equity


Grant Details **Post Award Requirements** Grant Teams Funding Requests

Report Name	Report Start Date	Report End Date	Due Date	Status
State Digital Equity Form 425 October 1, 2022 - March 31, 2023	10/1/2022	3/31/2023	4/30/2023	Submitted
State Digital Equity Semi-Annual Report October 1, 2022 - March 31, 2023	10/1/2022	3/31/2023	4/30/2023	Approved
State Digital Equity Digital Equity Plan October 1, 2022 - December 14, 2023	10/1/2022	12/14/2023	12/14/2023	Not Started
State Digital Equity Annual Report October 1, 2022 - December 29, 2023	10/1/2022	12/29/2023	1/28/2024	Not Started
State Digital Equity Annual Report October 1, 2022 - April 27, 2024	10/1/2022	4/27/2024	5/27/2024	Not Started



General Information Section

Click on the **Get Started** button.



NTIA Grants Portal

[Home](#) [Support](#) [Funding Programs](#)

Digital Equity Annual Performance Technical Report
Grant Request Number: GRN-000128

OMB Control No. 0660-0050
Exp. Date: 11/30/2025

General Information	SECTION STATUS Not Started	Get Started
Summary	SECTION STATUS Not Started	Get Started
Statutory Requirements, Covered Populations	SECTION STATUS Not Started	Get Started
Statutory Requirements - Continued	SECTION STATUS Not Started	Get Started
Additional Requirements	SECTION STATUS Not Started	Get Started
Additional Closeout Documents	SECTION STATUS Not Started	Get Started
Certification This form is not yet complete. Make sure all sections are complete, then you as the AOR may submit.	SECTION STATUS Not Started	Get Started



Review the General Information read-only information listed in the pop-up modal. If corrections are needed, click on the **contact the NGP Help Desk** link to send an email. Click **Finish** to complete.

General Information

Review the below information. If anything needs correction, [contact the NGP Help Desk](#).

Recipient Organization	Award Identification Number
PUBLIC SERVICE COMMISSION OF	55-30-DP128
Recipient Street Address	Report Submission Date
4822 MADISON YARDS WAY	
City, State, Zip Code	Final Report
	<input type="radio"/> Yes
	<input checked="" type="radio"/> No
EIN Number	
396006468	
Award Start Date	Reporting Period Start Date
2022-10-01	2022-10-01
Award End Date	Reporting Period End Date
2024-01-28	2024-04-27

Finish

Summary Section

Click on the **Get Started** button to begin the **Summary** section.

General Information	SECTION STATUS Completed	Review/Update
Summary	SECTION STATUS Not Started	Get Started
Statutory Requirements, Covered Populations	SECTION STATUS Not Started	Get Started
Statutory Requirements - Continued	SECTION STATUS Not Started	Get Started
Additional Requirements	SECTION STATUS Not Started	Get Started
Additional Closeout Documents	SECTION STATUS Not Started	Get Started
Certification This form is not yet complete. Make sure all sections are complete, then you as the AOR may submit.	SECTION STATUS Not Started	Get Started

Use the text fields provided to submit your response. Click and drag the **lower-right corner** of the text field to enlarge. Use the scrollbar as needed (not pictured). A red asterisk (*) indicates a required field.

Summary

1. Please describe how the grant funds were used, in detail, and describe significant project accomplishments during this reporting period funded through the SDEPG grant (600 words or less). The progress with state and local agencies (other domains) and key stakeholders needs to be represented.

* Response



2. If applicable, please list subcontractors, amount of funding they received, and describe how they expended funds (600 words or less)

* Response

3. If applicable, please list each subrecipient that received a subgrant through funding, how much they received, and how they expended the funds (600 words or less)

* Response

4. Share your state's vision for digital equity. How does your state plan to integrate digital inclusion goals in the state's broader policy goals through other departments? How will this lead to digital equity and promote full participation in the digital economy and society for all?

* Response

Continue from previous step. Click **Save and Finish** to complete.

5. Please describe the activities your state conducted to fulfill the program objectives listed in Section IV.C.b.i of the NOFO. (600 words or less)

* Response

6. Please expand on any pilots, programs, or projects you are investing in as part of the planning process. What Covered Populations are being served through these investments, and where (geographically) are the investments being made? (600 words or less)

* Response

7. Please describe any challenges to achieving project accomplishments during this reporting period funded through SDEPG grant. (600 words or less)

* Response

8. Please describe any best practices or lessons-learned obtained at this point. Please comment on items that are now part of the DE Plan that were not when the planning grant began. (600 words or less)

* Response

9. What information, data, or technical assistance would be helpful while completing a DE implementation grant? (600 words or less)


* Response

Save and Finish



Statutory Requirements, Covered Populations Section

Click on the **Get Started** button to begin the **Statutory Requirements, Covered Populations** section.

**NTIA Grants Portal**Home Support Funding Programs⌵

Digital Equity Annual Performance Technical Report OMB Control No. 0660-0050
Exp. Date: 11/30/2025

Grant Request Number: GRN-000128

General Information	SECTION STATUS Completed	Review/Update
Summary	SECTION STATUS Completed	Review/Update
Statutory Requirements, Covered Populations	SECTION STATUS Not Started	Get Started
Statutory Requirements - Continued	SECTION STATUS Not Started	Get Started
Additional Requirements	SECTION STATUS Not Started	Get Started
Additional Closeout Documents	SECTION STATUS Not Started	Get Started
Certification This form is not yet complete. Make sure all sections are complete, then you as the AOR may submit.	SECTION STATUS Not Started	Get Started

Outcomes

Click a **radio button** to select your response to each outcome. Use the **Response** text field to enter a brief narrative if the response selected was **Complete** or **In Progress**.. Click and drag the **lower right corner** to expand the text field.

Outcomes

Please use the following section to provide the statuses on the progress for the State Digital Equity Plan requirements.

10. An assessment of how the measurable objectives identified in the Covered Population section will impact and interact with the State's:

a. Economic and workforce development goals, plans, and outcomes

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. How would digital inclusion further these goals? 100 words or less. If Not Started, enter N/A)

Response

b. Educational outcomes

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. How would digital inclusion further these goals? 100 words or less. If Not Started, enter N/A)

Response

c. Health outcomes

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. How would digital inclusion further these goals? 100 words or less. If Not Started, enter N/A)

Response

Steps

- Outcomes
- Barriers to Digital Equity
- Measurable Objective 1
- Measurable Objective 2
- Measurable Objective 3
- Measurable Objective 4
- Measurable Objective 5

Continued from previous step. Click the **Next** button to proceed.

d. Civic and social engagement

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

- Not Started
- In Progress
- Complete

If Complete or In Progress, provide a brief narrative describing plan contents. How would digital inclusion further these goals? 100 words or less. If Not Started, enter N/A)

Response

e. Delivery of other essential services

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

- Not Started
- In Progress
- Complete

If Complete or In Progress, provide a brief narrative describing plan contents. How would digital inclusion further these goals? 100 words or less. If Not Started, enter N/A)

Response

Next

Barriers to Digital Equity

Click a **radio button** to select your response to each barrier. If you select a 'Yes' response, use the text fields that appear to enter a response. Click **Next** to proceed.

Barriers to Digital Equity

Please use the following section to provide the statuses on the progress for the State Digital Equity Plan requirements regarding Covered Populations.

11. Identification of barriers to digital equity faced by Covered Populations in the State

11a. Individuals who live in covered households

Have you identified any barriers to implementing digital inclusion and achieving digital equity for Covered Populations? (Yes/ No) Response
 Yes
 No

If so, please list the barriers to implementing digital inclusion and achieving digital equity in your state for each covered population:

How did you identify these barriers? What was the source of information?

* Response ?

* Response ?

11b. Aging Individuals

Have you identified any barriers to implementing digital inclusion and achieving digital equity for Covered Populations? (Yes/ No) Response
 Yes
 No

11c. Incarcerated individuals, other than individuals who are in a Federal correctional facility

Have you identified any barriers to implementing digital inclusion and achieving digital equity for Covered Populations? (Yes/ No) Response
 Yes
 No

11d. Veterans

Have you identified any barriers to implementing digital inclusion and achieving digital equity for Covered Populations? (Yes/ No) Response
 Yes
 No

11e. Individuals with disabilities

Have you identified any barriers to implementing digital inclusion and achieving digital equity for Covered Populations? (Yes/ No) Response
 Yes
 No

11f. Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)

Have you identified any barriers to implementing digital inclusion and achieving digital equity for Covered Populations? (Yes/ No) Response
 Yes
 No

11g. Individuals who are members of a racial or ethnic minority group

Have you identified any barriers to implementing digital inclusion and achieving digital equity for Covered Populations? (Yes/ No) Response
 Yes
 No

11h. Individuals who primarily reside in a rural area

Have you identified any barriers to implementing digital inclusion and achieving digital equity for Covered Populations? (Yes/ No) Response
 Yes
 No

[Previous](#) [Next](#)

Steps

- Outcomes
- Barriers to Digital Equity**
- Measurable Objective 1
- Measurable Objective 2
- Measurable Objective 3
- Measurable Objective 4
- Measurable Objective 5

Measurable Objectives

Select responses using **radio** or **checkbox** buttons. Use the text field to enter a response. Upload files using the **Upload Files** button. Delete uploaded files by clicking the **trash can** icon (not pictured).
Note: All fields are required to be completed.

Click **Next** to proceed.

Measurable Objective 1

12. Measureable Objectives for documenting and promoting, among each Covered Population located within your State

12a. The availability of, and affordability of access to, fixed and wireless broadband technology;

Progress towards setting an objective (Not Started, In Progress, Complete)

Response

Not Started
 In Progress
 Complete

Which Covered Populations have you engaged with on this objective?

Response

None
 Individuals who live in covered households
 Aging Individuals
 Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility
 Veterans
 Individuals with disabilities
 Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)
 Individuals who are members of a racial or ethnic minority group
 Individuals who primarily reside in a rural area

Which Covered Populations do you have data on regarding each measurable objective?

Response

None
 Individuals who live in covered households
 Aging Individuals
 Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility
 Veterans
 Individuals with disabilities
 Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)
 Individuals who are members of a racial or ethnic minority group
 Individuals who primarily reside in a rural area

Please provide the data sources (e.g. statistics, interviews, surveys) for each covered population for which you have data (e.g. availability, online accessibility, digital literacy). Please also indicate if you have engaged with any other groups or populations not previously mentioned (e.g. sheltered homeless, LGBTQIA+, school-aged children).

Response

Upload

Or drop files

FileName Upload Date

Steps

- Outcomes
- Barriers to Digital Equity
- Measurable Objective 1**
- Measurable Objective 2
- Measurable Objective 3
- Measurable Objective 4
- Measurable Objective 5

Repeat these steps for all remaining objectives.

Note: Once all measurable objective sections are completed and you click Next to continue, in the event that the Statutory Requirements or Covered Populations responses are incomplete, click on the **Previous** button to return to a previous step. To complete responses later, click **Finish**.

Covered Populations Section Incomplete

This section has not been completed. The status will remain 'In Progress' and can be revisited to answer the remaining questions. When all of the questions have been answered, the status will change to 'Completed.'

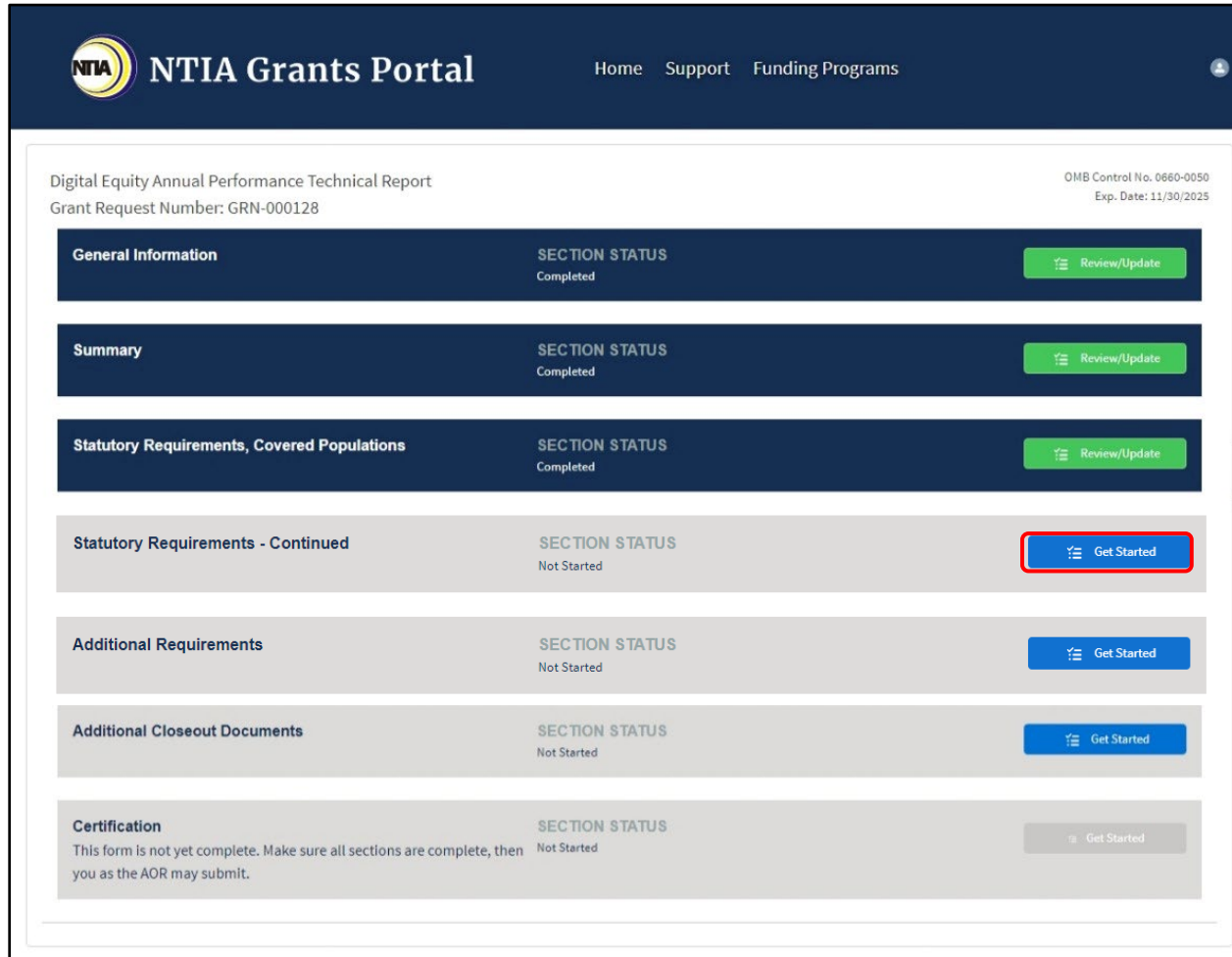
[Previous](#) [Finish](#)

Steps

- ✓ Outcomes
- ✓ Barriers to Digital Equity
- ✓ Measurable Objective 1
- ✓ Measurable Objective 2
- ✓ Measurable Objective 3
- ✓ Measurable Objective 4
- ✓ Measurable Objective 5
- Covered Populations Section Incomplete

Statutory Requirements – Continued Section

Click on the **Get Started** button to begin the **Statutory Requirements – Continued** section.



NTIA Grants Portal Home Support Funding Programs

Digital Equity Annual Performance Technical Report
Grant Request Number: GRN-000128

OMB Control No. 0660-0050
Exp. Date: 11/30/2025

Section Name	SECTION STATUS	Action
General Information	Completed	Review/Update
Summary	Completed	Review/Update
Statutory Requirements, Covered Populations	Completed	Review/Update
Statutory Requirements - Continued	Not Started	Get Started
Additional Requirements	Not Started	Get Started
Additional Closeout Documents	Not Started	Get Started
Certification	Not Started	Get Started

Certification
This form is not yet complete. Make sure all sections are complete, then you as the AOR may submit.

Collaboration with Key Stakeholders

Select a response using a **radio button**. Use the **Response** text field to enter a brief narrative if the response selected was **Complete** or **In Progress**. Click **Next** to proceed.

Collaboration with Key Stakeholders

Please use the following section to provide the statuses on the progress for the remaining statutory State Digital Equity Plan requirements.

13. In order to achieve the measurable objectives identified in the Covered Population section, a description of how the State plans to collaborate with key stakeholders (A list of potential key stakeholders can be found in Section IV.C.1.b.i. of the NOF)

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

Steps

- Collaboration with Key Stakeholders
- List of Organizations

List of Organizations

Click **Download Template** link (also referred to as the List of Organizations template). A new tab opens allowing you to download the template. Click **Upload Files** to upload the completed template. Select a **radio button** to indicate your response. Note: You may use the **trash can** icon (not pictured) to delete an uploaded file. Click **Next** to proceed.

List of Organizations

14. Please refer to the List of Organizations Template (linked below) to provide a list of organizations with which the Administering Entity for your State collaborated in developing the Plan.

Upload

Or drop files

FileName	Upload Date
----------	-------------

14a. Did you complete the List of Organizations tab?

Response

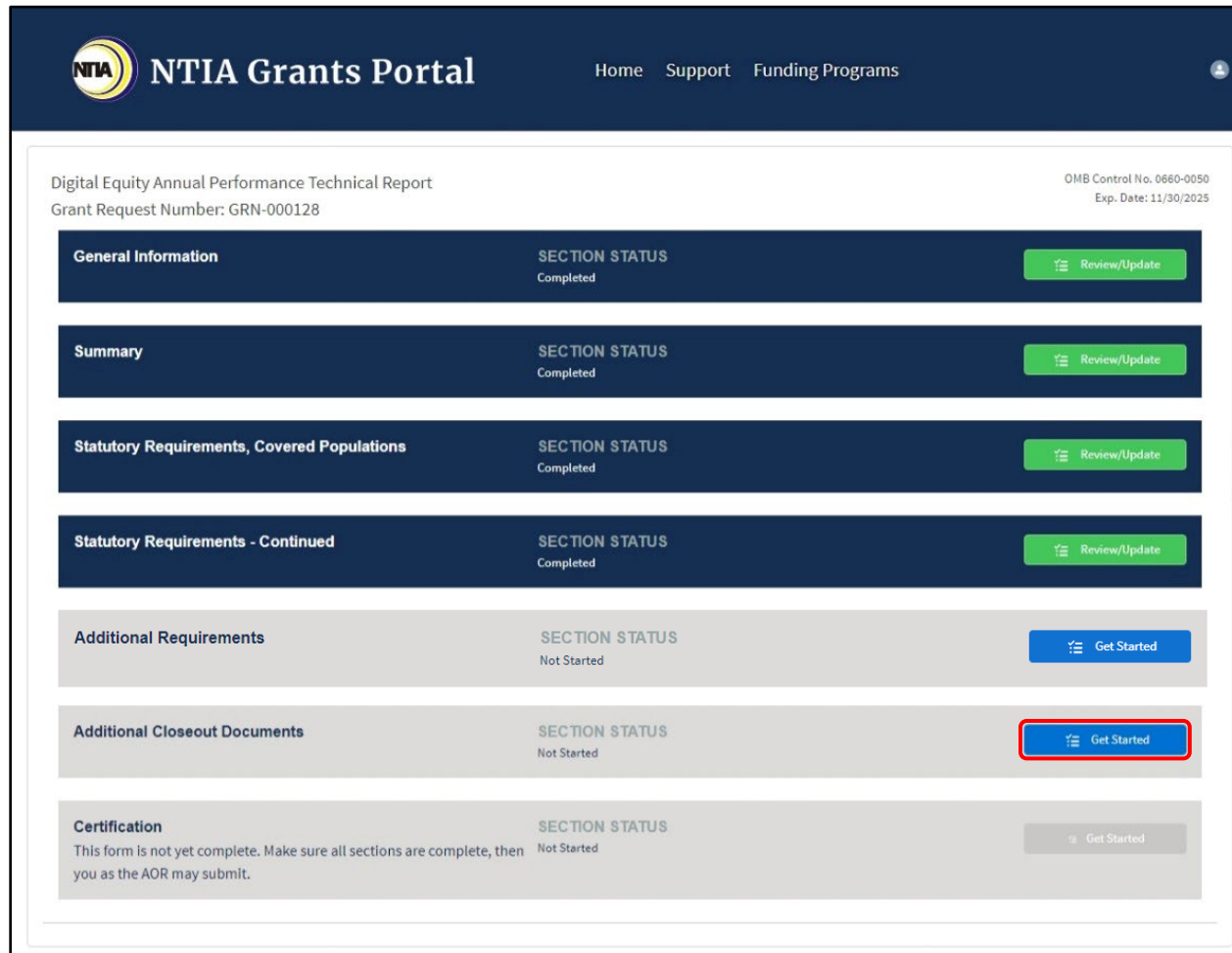
Yes
 No

Steps

- Collaboration with Key Stakeholders
- List of Organizations

Additional Requirements Section

Click on the **Get Started** button to begin the **Additional Requirements** section.



The screenshot displays the NTIA Grants Portal interface. At the top, the NTIA logo and 'NTIA Grants Portal' are visible, along with navigation links for Home, Support, and Funding Programs. The main content area shows a 'Digital Equity Annual Performance Technical Report' for Grant Request Number GRN-000128. A table lists various sections with their status and corresponding buttons:

Section Name	SECTION STATUS	Action Button
General Information	Completed	Review/Update
Summary	Completed	Review/Update
Statutory Requirements, Covered Populations	Completed	Review/Update
Statutory Requirements - Continued	Completed	Review/Update
Additional Requirements	Not Started	Get Started
Additional Closeout Documents	Not Started	Get Started
Certification	Not Started	Get Started

The 'Additional Requirements' and 'Additional Closeout Documents' rows are highlighted in light gray, and their 'Get Started' buttons are highlighted with a red border. The 'Certification' row includes a note: 'This form is not yet complete. Make sure all sections are complete, then you as the AOR may submit.'

Needs Assessment

Select a response using a **radio button**. Use the **Response** text field to enter a brief narrative if the response selected was **Complete** or **In Progress**. Click **Next** to proceed.

Needs Assessment

Please use the following section to provide the statuses on the progress towards meeting the State Digital Equity Plan "Additional requirements" on p. 21 of the NOFO.

15. A digital equity needs assessment, including a comprehensive assessment of the baseline from which the State is working and the State's identification of the barriers to digital equity faced generally and by each of the covered populations in the State

a. Assessment of the baseline from which the State is working

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

b. The State's identification of the barriers to digital equity faced generally for adoption and use

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

c. The State's identification of the barriers to digital equity faced by each of the covered populations in the State

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

[Next](#)

Steps

- Needs Assessment**
- Asset Inventory
- Coordination and Outreach Strategy
- Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans
- Implementation Strategy
- Coordination with Other Federal and/or Private Funding
- Engagements & Partnerships
- Affordability
- Implementation Timeline

Asset Inventory

Select a response using a **radio button**. Use the **Response** text field to enter a brief narrative if the response selected was **Complete** or **In Progress**. Click **Next** to proceed.

Asset Inventory

16. An asset inventory, including current resources, programs, and strategies that promote digital equity for each of the covered populations, whether publicly or privately funded, as well as existing digital equity plans and programs already in place among municipal, regional, and Tribal governments

a. An asset inventory, including current resources, programs, and strategies that promote digital equity for each of the covered populations, whether publicly or privately funded

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

b. Existing digital equity plans and programs already in place among municipal, regional, and Tribal governments

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

Steps

- Needs Assessment
- Asset Inventory**
- Coordination and Outreach Strategy
- Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans
- Implementation Strategy
- Coordination with Other Federal and/or Private Funding
- Engagements & Partnerships
- Affordability
- Implementation Timeline

Coordination and Outreach Strategy

Select a response using a **radio button**. Use the **Response** text field to enter a brief narrative if the response selected was **Complete** or **In Progress**. Click **Next** to proceed.

Coordination and Outreach Strategy

17. To the extent not addressed in connection with item 4 of Section IV.C.1.b.i in the NOFO, a coordination and outreach strategy, including opportunities for public comment by, collaboration with, and ongoing engagement with representatives of each category of covered populations within the State and with the full range of stakeholders within the State

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

Steps

- Needs Assessment
- Asset Inventory
- Coordination and Outreach Strategy**
- Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans
- Implementation Strategy
- Coordination with Other Federal and/or Private Funding
- Engagements & Partnerships
- Affordability
- Implementation Timeline

Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans

Select a response using a **radio button**. Use the **Response** text field to enter a brief narrative if the response selected was **Complete** or **In Progress**. Click **Next** to proceed.

Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans

18. A description of how municipal, regional, and/or Tribal digital equity plans will be incorporated into the State Digital Equity Plan;

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

Steps

- Needs Assessment
- Asset Inventory
- Coordination and Outreach Strategy
- Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans**
- Implementation Strategy
- Coordination with Other Federal and/or Private Funding
- Engagements & Partnerships
- Affordability
- Implementation Timeline

Implementation Strategy

Select a response using a **radio button**. Use the **Response** text field to enter a brief narrative if the response selected was **Complete** or **In Progress**. Click **Next** to proceed.

Implementation Strategy

19. An implementation strategy that is holistic and addresses the barriers to participation in the digital world, including affordability, devices, digital skills, technical support, and digital navigation.

19a. The strategy should establish measurable goals, objectives, and proposed core activities to address the needs of covered populations

Progress towards meeting the requirement (Not Started, In Progress, Complete).

- Response
- Not Started
 - In Progress
 - Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

19b. The strategy should set out measures ensuring the plan's sustainability and effectiveness across State communities

Progress towards meeting the requirement (Not Started, In Progress, Complete).

- Response
- Not Started
 - In Progress
 - Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

19c. The strategy should adopt mechanisms to ensure that the plan is regularly evaluated and updated

Progress towards meeting the requirement (Not Started, In Progress, Complete).

- Response
- Not Started
 - In Progress
 - Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

20. An explanation of how the implementation strategy addresses gaps in existing state, local, and private efforts to address the barriers identified pursuant to Section IV.C.1.b.i, item 1, of the NOFO

Progress towards meeting the requirement (Not Started, In Progress, Complete).

- Response
- Not Started
 - In Progress
 - Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

Previous

Next

Steps

- Needs Assessment
- Asset Inventory
- Coordination and Outreach Strategy
- Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans
- Implementation Strategy**
- Coordination with Other Federal and/or Private Funding
- Engagements & Partnerships
- Affordability
- Implementation Timeline

Coordination with Other Federal and/or Private Funding

Select a response using a **radio button**. Use the **Response** text field to enter a brief narrative if the response selected was **Complete** or **In Progress**. Click **Next** to proceed.

Coordination with Other Federal and/or Private Funding

21. A description of how the State will coordinate its use of State Digital Equity Capacity Grant funding and its use of any funds it receives in connection with the Broadband Equity, Access, and Deployment Program, other federal or private digital equity funding.

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started

In Progress

Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

Steps

- Needs Assessment
- Asset Inventory
- Coordination and Outreach Strategy
- Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans
- Implementation Strategy
- Coordination with Other Federal and/or Private Funding**
- Engagements & Partnerships
- Affordability
- Implementation Timeline

Engagements & Partnerships

Select a response using a **radio button**. Use the **Response** text field to enter a brief narrative if the response selected was **Complete** or **In Progress**. Click **Next** to proceed.

Engagements & Partnerships

22. A description of how the State intends to accomplish the implementation strategy described above by engaging or partnering with:

a. Workforce agencies such as state workforce agencies and state/local workforce boards and workforce organizations

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

- Not Started
- In Progress
- Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

b. Labor organizations and community-based organizations

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

- Not Started
- In Progress
- Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

c. Institutions of higher learning, including but not limited to four-year colleges and universities, community colleges, education and training providers, and educational service agencies

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

- Not Started
- In Progress
- Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

Response

Previous

Next

Steps

- Needs Assessment
- Asset Inventory
- Coordination and Outreach Strategy
- Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans
- Implementation Strategy
- Coordination with Other Federal and/or Private Funding
- Engagements & Partnerships**
- Affordability
- Implementation Timeline

Affordability

Use the **text field** to enter a response. Click **Next** to proceed.

Affordability

23. How is your state considering ensuring affordability? What means will the state propose to affect affordability?

Response

Steps

- Needs Assessment
- Asset Inventory
- Coordination and Outreach Strategy
- Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans
- Implementation Strategy
- Coordination with Other Federal and/or Private Funding
- Engagements & Partnerships
- Affordability**
- Implementation Timeline

Implementation Timeline

Select a response using a **radio button**. Use the **Response** text field to enter a brief narrative if the response selected was **Complete** or **In Progress**. Click **Next** to proceed.

Implementation Timeline

24. A timeline for implementation of the plan

Progress towards meeting the requirement (Not Started, In Progress, Complete).

Response

Not Started
 In Progress
 Complete

If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)

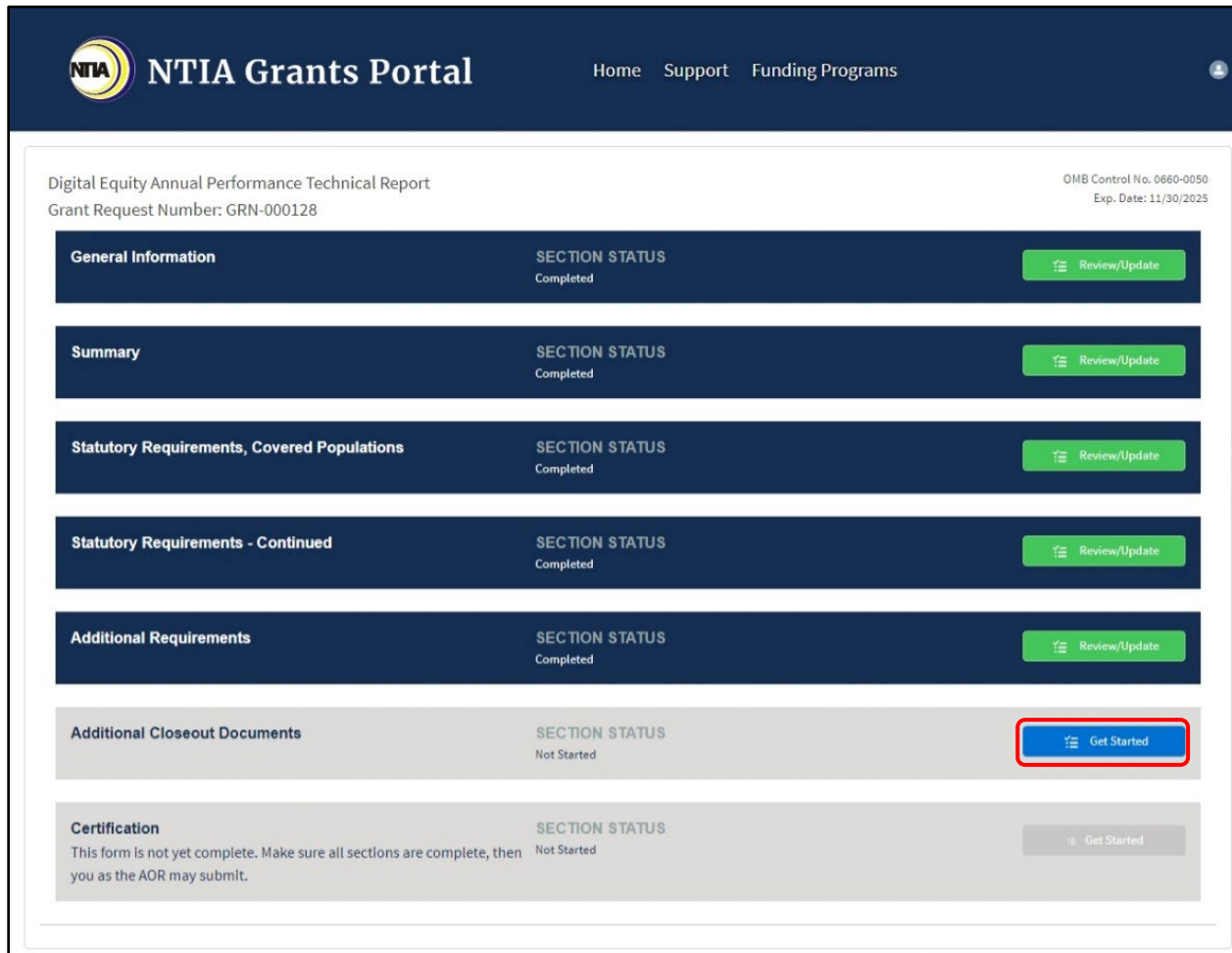
Response

Steps

- Needs Assessment
- Asset Inventory
- Coordination and Outreach Strategy
- Coordination with Municipal, Regional, and/or Tribal Digital Equity Plans
- Implementation Strategy
- Coordination with Other Federal and/or Private Funding
- Engagements & Partnerships
- Affordability
- Implementation Timeline**

Additional Closeout Documents Section

In addition to the final annual report, grantees are required to submit additional closeout documents. To include the required documents, click the **Get Started** button in the **Additional Closeout Documents** section.



The screenshot shows the NTIA Grants Portal interface. At the top, there is a navigation bar with the NTIA logo and the text "NTIA Grants Portal". To the right of the logo are links for "Home", "Support", and "Funding Programs". Below the navigation bar, the main content area displays the following information:

- Title: Digital Equity Annual Performance Technical Report
- Grant Request Number: GRN-000128
- OMB Control No. 0660-0050
- Exp. Date: 11/30/2025

The main content area is divided into several sections, each with a "SECTION STATUS" and a corresponding button:

Section Name	SECTION STATUS	Action Button
General Information	Completed	Review/Update
Summary	Completed	Review/Update
Statutory Requirements, Covered Populations	Completed	Review/Update
Statutory Requirements - Continued	Completed	Review/Update
Additional Requirements	Completed	Review/Update
Additional Closeout Documents	Not Started	Get Started
Certification	Not Started	Get Started

The "Additional Closeout Documents" section is highlighted with a red box, and the "Get Started" button is also highlighted with a red box. The "Certification" section includes a note: "This form is not yet complete. Make sure all sections are complete, then you as the AOR may submit."

Closeout Report Forms

Click the **Upload Files** button, or use the drag-and-drop feature (for each document, to upload the forms.

*Note: The following documents are **required**:*

- *Tangible Personal Property Reports (SF-428, SF-428B and SF-428S)*
- *Real Property Status Report (SF-429)*
- *IRB Closure Letter (if applicable)*
- *Final Federal Financial Report (SF-425)*
- *Interim Progress Report (if applicable)*
- *Final Progress Report*

*The **iEdison** document is listed but it is not a required document.*

Closeout Report Forms

In addition to completing this Final Annual Performance Progress Report and SF-425 (completed separately in the NGP Portal), please upload all required closeout documents including:




- Tangible Personal Property Report (SF-428, SF-428B, SF-428S)
- Real Property Status Report (SF-429)
- ~~iEdison~~
- IRB Closure Letter

Upload

[Upload Files](#) Or drop files

The **Upload Files** pop-up window displays with progress of the file upload. Click **Done** when file is complete.

Upload Files

 Screenshot_3-6-2024_92614_ntiacrmgrants--s... 159 KB  

1 of 1 file uploaded [Done](#)

Click **Finish** on the **Closeout Report Forms** window.



Closeout Report Forms

In addition to completing this Final Annual Performance Progress Report and SF-425 (completed separately in the NGP Portal), please upload all required closeout documents including:

- Tangible Personal Property Report (SF-428, SF-428B, SF-428S)
- Real Property Status Report (SF-429)
- IEdison
- ~~IP Closeout~~ Letter

Upload

Or drop files

FileName	Upload Date	
Screenshot_3-6-2024_92614_ntiacrmgrants--staging2.sandbox.my.site.com	06/03/2024	<input type="button" value="X"/>



Certification

Upon completing the **Digital Equity Annual Performance Report** sections, with all section statuses showing as 'Completed', the **Certification** section button becomes enabled. Click on the **Get Started** button to complete the certification.

Note: Only users with the Authorized Organizational Representative (AOR) role (and respective log-in credentials) may submit on behalf of the organization.

Digital Equity Annual Performance Technical Report		OMB Control No. 0660-0050
Grant Request Number: GRN-000128		Exp. Date: 11/30/2025
General Information	SECTION STATUS Completed	Review/Update
Summary	SECTION STATUS Completed	Review/Update
Statutory Requirements, Covered Populations	SECTION STATUS Completed	Review/Update
Statutory Requirements - Continued	SECTION STATUS Completed	Review/Update
Additional Requirements	SECTION STATUS Completed	Review/Update
Additional Closeout Documents	SECTION STATUS Completed	Review/Update
Certification	SECTION STATUS Not Started	Get Started

Click the **checkbox** to agree and confirm the certification, then click the **Save and Submit** button.

Certification

Typed or printed name and title of Authorized Certifying Official:

AOR Name

Email Address: Name@Wisconsin.gov.invalid Telephone (area code, number and extension): (608) 555-1212

Certification

I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purposes set forth in the award documents.

I AGREE

Save and Submit

Steps

- Certification
- View PDF

Download Submitted Files

After completing the **Certification** section, you can download submitted files on the **Grant Report** screen. Click **Download** to download a file. To return to the **Welcome** page, click **Home** near the top of the screen.

NTIA Grants Portal

[Home](#)
[Support](#)
[Funding Programs](#)

<p>Grant Report Name State Digital Equity Annual Report October 1, 2022 - December 29, 2023</p> <p>Grant Request State Digital Equity</p> <p>Type Annual Report</p> <p>Status In Review</p> <p>Due Date 1/28/2024</p> <p>Original Submitted Date 12/11/2023, 7:49 PM</p> <p>Latest Submitted Date 12/11/2023, 7:49 PM</p>	<p>Grant Report Number REP-004387</p> <p>Report Start Date 10/1/2022</p> <p>Report End Date 12/29/2023</p>
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Download File(s) (7)

File Name	Upload Date	
PUBLIC SERVICE COMMISSION OF DEAnnualPerformanceTechnicalReport 12-11-2023.pdf	Dec 11, 2023, 04:49 PM PST	Download
Digital Equity Semi Annual Report Form Template_List of Organizations	Dec 11, 2023, 04:49 PM PST	Download
Measureable Objective 5	Dec 11, 2023, 04:49 PM PST	Download
Measureable Objective 4	Dec 11, 2023, 04:49 PM PST	Download
Measureable Objective 3	Dec 11, 2023, 04:49 PM PST	Download
Measureable Objective 2	Dec 11, 2023, 04:49 PM PST	Download
Measureable Objective 1	Dec 11, 2023, 04:49 PM PST	Download