

**INTERNET
FOR ALL**

**State Digital Equity Capacity Grant
Program: Native Entities
Funding Information, Certifications &
Assurances, Attest & Submit**

December 2024



Disclaimer



This document is intended solely to assist applicants in better understanding the State Digital Equity Capacity Grant Program: Native Entities (2024) and the requirements set forth in the Notice of Funding Opportunity (NOFO) and follow-on policies and guidance for this program. To avoid confusion with the State Digital Equity Grant Program with the eligible applicants of States (including D.C. and Puerto Rico) & U.S. Territories, this document refers to the program as the Native Entity Digital Equity Capacity Grant Program (NE Capacity & Planning Grant Program). This document does not and is not intended to supersede, modify, or otherwise alter applicable statutory or regulatory requirements, the terms and conditions of the award, or the specific application requirements set forth in the NOFO. In all cases, statutory and regulatory mandates, the terms and conditions of the award, the requirements set forth in the NOFO, and follow-on policies and guidance, shall prevail over any inconsistencies contained in this document.



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Application Sections



The NE Capacity & Planning Grant Application has **eight sections** that the applicant must complete. Applicants applying through the NGP should note that work must be saved by clicking “Save” in the NGP. Any role in the NGP assisting with the application can click "Save;" however, only the Authorized Organization Representative (AOR) can click “Submit.”



1. Applicant Information



5. Consolidated Budget Form



2. Project Narrative



6. SF - 424



3. Funding Information



7. Standard Forms



4. Certifications and Assurances



8. Attest and Submit

Key: Covered in today's presentation



Key Dates

Key Dates to Remember



As a reminder, the NE Capacity & Planning Grant Program award process is a **competitive process**. Applications must be complete at the time of submission.

KEY DATES FOR NATIVE ENTITIES:



Application Window

The application window for Native Entities **opened on September 25, 2024, and closes February 7, 2025.**¹



Period of Performance

Native Entities shall expend the grant funds during the **5-year** period beginning on the date on which the Native Entity is awarded grant funds.²



Issuing Awards

NTIA expects to begin making awards under this NOFO in Summer 2025, NTIA may issue awards made under the NE Capacity & Planning Grant Program on a rolling basis.³

Note: Award decisions and communications during the application period will be conducted via email. Please reach out to digitalequity@ntia.gov if you have questions or concerns.



Funding Information

Guidance: Other Funding Sources



The Applicant should disclose whether they intend to use other funding sources, including funding the Native Entity has applied for, to support digital equity and inclusion activities.



Other Funding Sources

Intent to use other funding sources to support activities



Additional information on this section can be found in the Application Guidance.

REQUIREMENTS

The application must include a short description of:



The Applicant's status/role in the Tribal Broadband Connectivity Program (TBCP), and the type of award received, or state if the Applicant has not received a TBCP grant award or if an application for award is pending review by NTIA



Any other sources of federal funding awarded to the Applicant to support digital equity and inclusion activities such as, broadband adoption and use, device programs, digital literacy and skills training, and internet subscription or device subsidy programs. An example of other funding would be the Digital Equity Competitive Grant Program.



Any funds received by the applicant as a sub-recipient to a State Digital Equity Planning Grant



Any funds received from private philanthropic organizations for comparable activities¹



Tribal Broadband Connectivity Program (TBCP) Funds

Instructions: TBCP Application



The Applicant must indicate if they have applied for, and if applicable, been awarded TBCP funding.

3.1.1 Tribal Broadband Connectivity Program (TBCP) Application

Please indicate whether or not you applied for Tribal Broadband Connectivity Program (TBCP) funding. *(Select 1 answer)*

Please answer regardless of having received an award. If you received award, additional information is requested below.

- Yes** (continue Section 3.1 TBCP Funds)
- No** (skip to Section 3.2 Planning Funds)



Instructions: TBCP Grants.Gov Number



If the Applicant has applied for TBCP funding, the Applicant must provide the Title and Grants.Gov Grant Tracking Number of the application submitted. Applicants can find their Tracking Number by logging into their account at www.grants.gov.

3.1.2 TBCP Grants.Gov Number

If applicable please list the Title and the Grants.Gov Grant Tracking Number (GRANT1345XXXX) of the application submitted. (Title, GRANTID) (100 character limit)



Instructions: TBCP Award



The Applicant must indicate if they have been awarded funding or have pending funding through TBCP.

3.1.3 TBCP Award

Were you awarded funding through the TBCP or do you have a pending TBCP application? *(Select 1 answer)*

- Yes**, Awarded Funding (please complete Sections 3.1.4 – 3.1.5 to provide additional information)
- Yes**, Pending Funding (please complete Section 3.1.4 to provide additional information)
- No** (skip to Section 3.2 Planning Funds)



Instructions: TBCP Further Information



If the Applicant has been awarded TBCP funding, the Applicant must indicate the type of award. If the award is pending, the Applicant must indicate if they have not yet received a TBCP grant award or if an application is pending review.

3.1.4 TBCP Further Information

If **'Yes'**, you were awarded funding through TBCP, what type of award did you receive? If **'Pending'**, please state if the applicant has not yet received a TBCP grant award or if an application for an award is pending review by NTIA. (625 character limit, approximately 125 words)



Instructions: TBCP Grants Online Award Number



If the Applicant has an assigned Grants Online Award Number, they must provide it. This is a 14-character award identifier that can be found on the CD-450 Financial Assistance Award.

3.1.5 TBCP Grants Online Award Number

Enter the Grants Online Award Number as assigned for the TBCP award. This is a unique 14 character award identifier that will resemble NT22TBC029XXXX. (14 character limit)



Planning Funds: Subrecipients

Instructions: State DE Planning Grant Sub-recipient



The Applicant must indicate if they have been awarded funding as a sub-recipient to a State Digital Equity Planning Grant. State Digital Equity Planning Grants were awarded to the 50 States, the District of Columbia and Puerto Rico and to the Territories, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

3.2 Planning Funds

3.2.1 State Digital Equity Planning Grant Sub-recipient

Were you awarded funding as a sub-recipient to a State Digital Equity Planning Grant? *(Select 1 answer)*

- Yes** (continue Section 3.2 Planning Funds)
- No** (skip to Section 3.3 Other Funding)



Instructions: State DE Planning Grant Further Information



If the Applicant has received funding as a sub-recipient to a State Digital Equity Planning Grant, the Applicant must provide information about the awarded entity, the corresponding project, awarded funds, and their role.

3.2.2 State Digital Equity Planning Grant Further Information

List the awarded entity, a description of the corresponding project, a short description of awarded funds, and your role as a sub-recipient. (2500 character limit, approximately 500 words)



Other Funding

Guidance: Federal Grant Programs for Digital Equity



The Applicant must indicate if they have been awarded or applied to any other federal funding for digital equity and inclusion activities. Examples of past awards may include funding from the following programs:



BEAD

**Broadband
Equity, Access &
Deployment
Program**



CMC

**Connecting
Minority
Communities
Pilot Program**



MIDDLE MILE

**Enabling Middle
Mile Broadband
Infrastructure
Program**



DIGITAL EQUITY

**Digital Equity
Competitive
Grant Program**



Instructions: Federal Grant Awards for DE Past Awards



The Applicant must indicate if they have been awarded any other federal funding for digital equity and inclusion activities.

3.3 Other Funding

3.3.1 Federal Grant Awards for Digital Equity Past Awards

Have you been awarded any other Federal funding, either through a competitive award/grant or formula funding, that provided funding for digital equity and inclusion activities such as broadband adoption and use, device programs, digital literacy and skills training, and internet subscription or device subsidy programs?

(Select 1 answer)

- Yes** (continue Section 3.3 Other Funds)
- No** (skip to Section 3.3.3 Federal Grant Awards for Digital Equity Past Applications)



Instructions: Federal Awarding Agencies



If the Applicant has been awarded any other federal funding for digital equity and inclusion activities, they must list the awarding agency, program, and year.

3.3.2 Federal Awarding Agencies

List the awarding agency(ies) followed by the Program and year separated by a comma. (e.g., USDA, ReConnect Loan and Grant Program) (1250 character limit, approximately 250 words)



Instructions: Federal Grant Awards for DE Past Applications



The Applicant must indicate if they have applied for any other federal funding for digital equity and inclusion, regardless of the status of the funding. The Applicant should not repeat information captured in the prior sections.

3.3.3 Federal Grant Awards for Digital Equity Past Applications

Have you applied for other Federal funding, either through a competitive award/grant or formula funding, that provided funding for digital equity and inclusion activities such as broadband adoption and use, device programs, digital literacy and skills training, and internet subscription or device subsidy programs?
(Select 1 answer)

- Yes** (continue Section 3.3 Other Funds)
- No** (skip to Section 3.3.5 Philanthropic Awards for Digital Equity)



Instructions: Federal Agencies Applied To



If the Applicant has applied for other federal funding for digital equity and inclusion activities, they must list the awarding agency and program.

3.3.4 Federal Agencies Applied To

List the awarding agency(ies) followed by the Program separated by a comma. (e.g., USDA, ReConnect Loan and Grant Program) (1250 character limit, approximately 250 words)



Instructions: Philanthropic Awards for Digital Equity



The Applicant must indicate if they have received any funding from private philanthropic organizations for comparable digital equity activities.

3.3.5 Philanthropic Awards for Digital Equity

Did the applicant organization receive any funding from private philanthropic organizations for comparable digital equity activities? *(Select 1 answer)*

- Yes** (continue Section 3.3 Other Funds)
- No** (skip to Section 4 Certifications and Assurances)



Instructions: Philanthropic Awards Further Information



If the Applicant has received any funding from private philanthropic organizations for comparable digital equity activities, they must indicate the organization(s), a description of corresponding projects, and recipient role.

3.3.6 Philanthropic Awards Further Information

If applicable list the philanthropic organizations, a description of the corresponding projects, and your role as a recipient. (2500 character limit, approximately 500 words)



Certifications and Assurances

Guidance: Certifications



As part of the application, the Applicant must agree to abide by the required certifications: Use of Funds Certification and Supplemental Funds Certification.



Required Certifications for Digital Equity Applications

All Applicants must acknowledge the following certifications to ensure they will abide by NTIA guidelines and give permission to NTIA to take an action if the following certifications are not followed. Applicants must certify the following:



Use of Funds Certification: Certification that the Capacity Grant Funds and Planning Grant Funds (as applicable) will be used in a manner that is consistent with the purposes and requirements of 47 U.S.C. 1723 and in the NOFO, and that, if the Native Entity seeks both Capacity and Planning Grant Funds, those funds will be budgeted and tracked separately.¹



Supplemental Funds Certification: Certification that the Capacity Grant Funds and Planning Grant Funds (as applicable) will be used to supplement, not supplant, other Federal or State funds that have been made available to carry out digital equity and digital inclusion activities.²



Certifications and Assurances Section



The Applicant must agree to the required certifications and assurances in the Certifications and Assurances section.

4 Certifications and Assurances

Applicants must comply (by selecting “I agree”) to the following certifications and assurances as required by the NOFO and 47 USC 1723.

Note that “AO” refers to “Administering Organization,” being applicable for Native Entities.



Instructions: Use of Funds Certification



The Applicant must agree to use funds in a manner that is consistent with the purposes and requirements of the statute and in the NOFO, and that if both Capacity and Planning Grant Funds are sought, those funds will be budgeted and tracked separately.

4.1 Use of Funds Certification

Certification that the Capacity Grant Funds and Planning Grant Funds (as applicable) will be used in a manner that is consistent with the purposes and requirements of 47 U.S.C. 1723 and in the NOFO, and that, if the Native Entity seeks both Capacity and Planning Grant Funds, those funds will be budgeted and tracked separately.

I agree



Instructions: Supplemental Funds Certification



Second, the Applicant must agree that funds will be used to supplement, not supplant, other Federal or State funds that have been made available to carry out digital equity and digital inclusion activities.

4.2 Supplemental Funds Certification

Certification that the Capacity Grant Funds and Planning Grant Funds (as applicable) will be used to supplement, not supplant, other Federal or State funds that have been made available to carry out digital equity and digital inclusion activities.

I agree



Instructions: Assurance 1



The Applicant must agree to Assurance 1, which includes using grant funds in accordance with any applicable statute, regulation, and application procedure; adopting and using proper methods of administering the grant; and cooperating in carrying out any evaluation that relates to the grant awarded.

4.3 Assurance 1

If an entity described in section 60305(b) is awarded grant funds under this section (referred to in this subsection as a “covered recipient”), I hereby provide the following assurance required under 47 U.S.C. §1723(e):

- (A) the covered recipient shall use the grant funds in accordance with any applicable statute, regulation, and application procedure;
- (B) the administering organization for that Native Entity shall adopt and use proper methods of administering any grant that the covered recipient is awarded, including by—
 - (i) enforcing any obligation imposed under law on any agency, institution, organization, or other entity that is responsible for carrying out the program to which the grant relates;
 - (ii) correcting any deficiency in the operation of a program to which the grant relates, as identified through an audit or another monitoring or evaluation procedure; and
 - (iii) adopting written procedures for the receipt and resolution of complaints alleging a violation of law with respect to a program to which the grant relates; and
- (C) the administering organization for that Native Entity shall cooperate in carrying out any evaluation—
 - (i) of any program that relates to a grant awarded to the covered recipient; and
 - (ii) that is carried out by or for the Assistant Secretary or another Federal official

I agree



Instructions: Assurance 2



The Application must agree to Assurance 2, which includes using fiscal control and fund accounting procedures, submitting to the Assistant Secretary any reports that may be necessary, and maintaining any records and provide any information to the Assistant Secretary that is necessary.

4.4 Assurance 2

The administering organization for that Native Entity shall — following assurances required under 47 U.S.C. §1723(e):

- (A) use fiscal control and fund accounting procedures that confirm the proper disbursement of, and accounting for, any Federal funds that the Native Entity is awarded under this section;
- (B) submit to the Assistant Secretary any reports that may be necessary to enable the Assistant Secretary to perform the duties of the Assistant Secretary under this section;
- (C) maintain any records and provide any information to the Assistant Secretary, including those records, that the Assistant Secretary determines is necessary to enable the Assistant Secretary to perform the duties of the Assistant Secretary under this section.

I agree



Attest & Submit

Guidance: Attest & Submit



Finally, it is the Authorized Organizational Representative (AOR) who must complete the final attestation and submit the application.



Authorized Organizational Representation (AOR): An organization member who is authorized to submit the application on behalf of their organization. This is an individual who has signatory authority for the Native Entity and has signatory authority for the consortium, as applicable.

8 Attest and Submit

By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S Code, Title 18, Section 1001)



Instructions: Attest & Submit (SDECGP NE Offline App Form)



By submitting the application, the AOR certifies that the information and responses in the application are material representations of fact and are true and correct. The AOR is responsible for reviewing all forms and documents before final submission.

8 Attest and Submit

By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S Code, Title 18, Section 1001)

Signature:

Printed Name:

Date:

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions



Instructions: Attest & Submit (NGP Application)



In the NGP application, the AOR is designated in the SF-424, and it is the AOR who must check the box next to “I Agree,” then click the **Submit** button. Click the **Download** button or the **Print** button to save a copy of the attestation for your records.

Attestation

8.1.1 Attest and Submit
By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S Code, Title 218, Section 1001)
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

* I AGREE

Important: Once the AOR confirms submission by clicking **Submit**, the submission process has completed, and the submitted application cannot be edited. Click **End** to return to the Application Workspace where each section status is now marked as **Submitted**.



Guidance: Confirmation



Applicants are encouraged to closely monitor their email following the submission of their application. Applicants will receive confirmation of NTIA's receipt of their application based on method of submission.



NGP



After clicking **Submit**, the Applicant will receive a Confirmation message that the application was submitted. They may use the **Download Link** button to download a summary PDF of application responses.



Email



NTIA will acknowledge receipt of applications submitted via email, sent to the originating email address of the application package, within three (3) business days.



Mail or Courier



NTIA will acknowledge receipt of applications submitted via mail or courier by sending an email to the AOR listed in the application after the application has been inputted into the NGP (within approximately two (2) weeks after application deadline).

Important: All curing (responses to requests for missing or incomplete application materials) must be provided through the NGP, no matter which submission method was used for the original application.

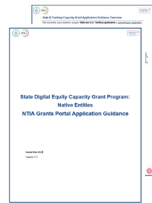


Additional Resources

Additional Resources



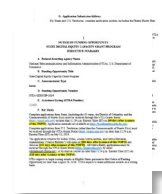
Guidance, resources, and technical assistance regarding the [State Digital Equity Capacity Grant Program: Native Entities](#).



[SDECGP NE NGP App Guidance](#)

Guidance

Provided guidance on how to fill out the State Digital Equity Capacity Grant Program: Native Entities application, including screenshots and step-by-step instructions.



[State Digital Equity Capacity Grant Program NOFO](#)

Reference Document

Description of the State Digital Equity Capacity Grant Program: Native Entities and all of its requirements



[SDECGP NE Offline App Guidance](#)

Guidance

Provided guidance on how to fill out the State Digital Equity Capacity Grant Program: Native Entities application, including step-by-step instructions for completing the form.



[State Digital Equity Capacity Grant Program: Native Entities](#)

Webinar

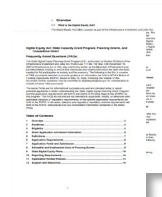
Provides an overview of the application requirements and discusses the NOFO requirements.



[Technical Assistance Resources](#)

Guidance

Collection of guidance documents, primers, and application resources for the State Digital Equity Capacity Grant Program: Native Entities application.



[Digital Equity FAQs](#)

Reference Document

Collection of Frequently Asked Questions that provide insight and additional context into the State Digital Equity Capacity Grant Program: Native Entities.



Recorded Application Webinars



Past application webinars have been recorded and are now available on [BroadbandUSA](https://www.broadbandusa.gov).



Standard Forms

What Topics Are Covered?

- SF-424
- Lobbying Forms
- NICRA
- Formal Authorizing Documentation



SAM Registration & Entity Type

What Topics Are Covered?

- Submission Details
- Sections & Eligibility Requirements
- SAM.gov
- Applicant Information
- Authorized Non-Profit Corporation Requirement



Budget

What Topics Are Covered?

- Related Costs
- Consolidated Budget Form
- Program Budget Caps



Project Narrative

What Topics Are Covered?

- Executive Summary
- Capacity Grant Funds
- Project Plan

Recordings Available on [BroadbandUSA](https://www.broadbandusa.gov)



Upcoming “Ask Me Anything” Sessions



Please join us for the Ask Me Anything series for the Digital Equity Capacity Grant Program: Native Entities program. Everyone is invited to attend any session and ask questions about the program. Each week, we will focus on a specific region. If you would like to send your questions in advance, please email them to digitalequity@ntia.gov

Region	December	January	February
BIA Midwest	12/4/2024, 2:00 pm ET		
BIA Eastern	12/10/2024, 2:00 pm ET		
BIA Southern Plains	12/16/2024, 2:00 pm ET		
BIA Southwest	12/20/2024, 3:00 pm ET		
BIA Eastern Oklahoma		1/7/2025, 3:00 pm ET	
BIA Western		1/10/2025, 3:00 pm ET	
BIA Pacific & Native Hawaiian Organizations		1/15/2025, 4:00 pm ET	
BIA Alaska		1/20/2025, 3:00 pm ET	
BIA Navajo		1/23/2025, 3:00 pm ET	
BIA Northwest		1/27/2025, 3:00 pm ET	
BIA Rocky Mountain		1/31/2025, 3:00 pm ET	
BIA Great Plains			2/3/2025, 3:00 pm ET



QUESTIONS?



THANK YOU

