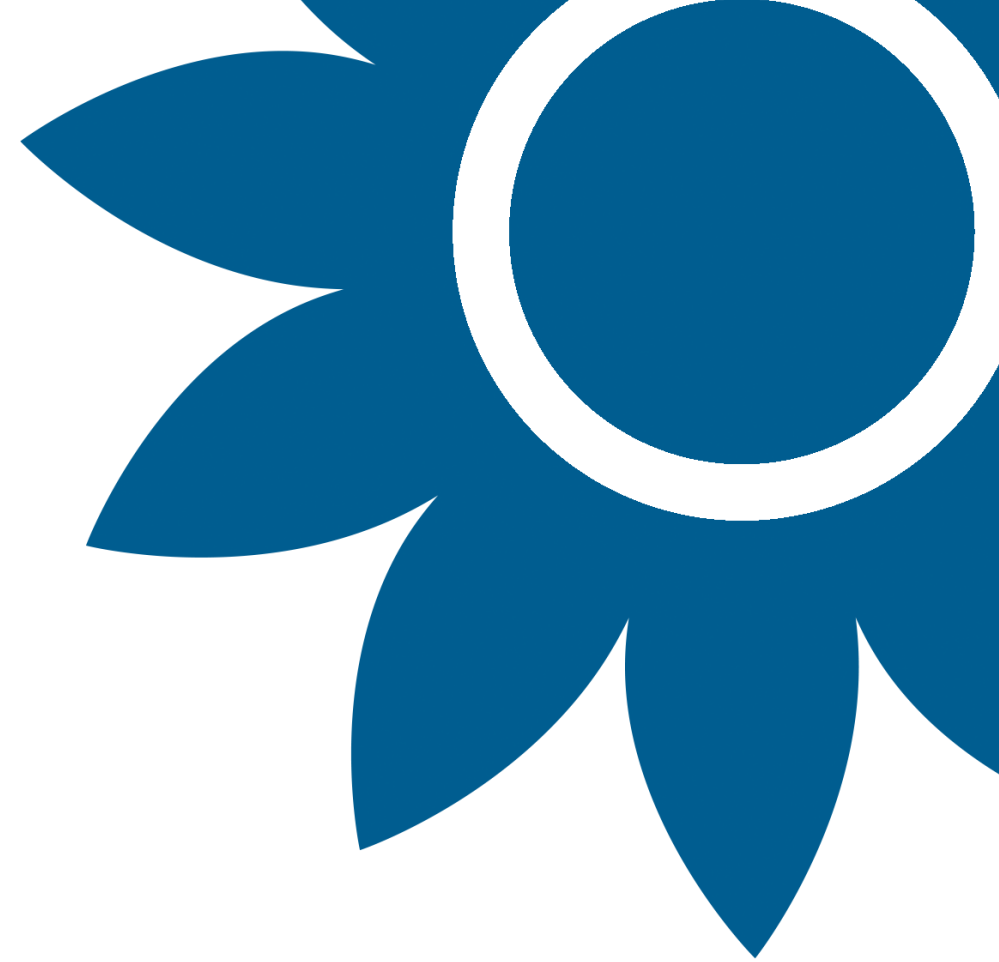# Advancing Digital Opportunities to Promote Technology (ADOPT) — Second Round

Kansas Office of Broadband Development

December 11, 2024

Welcome

- **Program Overview**

- **Equipment Distribution Sub-Program**
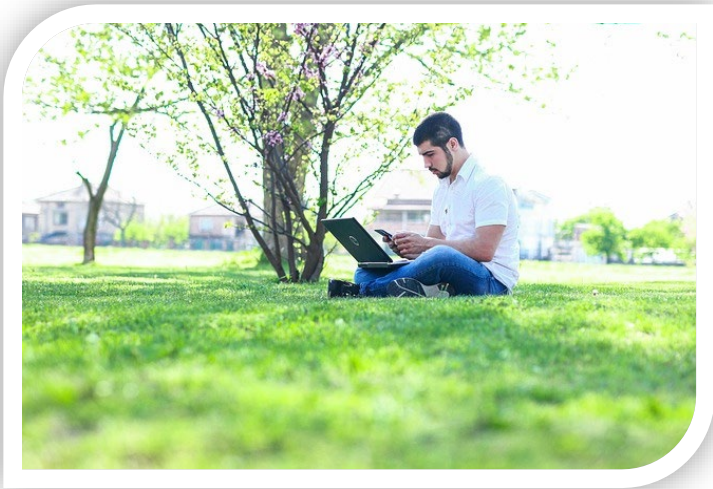
- **Public Wi-Fi Sub-Program**

Program Overview

- Capital Projects Fund (CPF) Advancing Digital Opportunities to Promote Technology (ADOPT) Second Round or 2.0 program is an effort to improve access to affordable equipment and reliable free Wi-Fi to unserved and underserved public spaces.

- The Equipment Distribution Program will seek subgrantees to procure, distribute, manage, maintain and technically support internet-connected devices targeted to Kansans in need.

- The Public Wi-Fi program will seek partners that can deliver free Wi-Fi solutions to unserved or underserved public spaces.

- A total of $10.7 million will be allocated to support both equipment distribution and public Wi-Fi sub-programs, with funding awarded to applications that best align with the program guidelines.

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Program Funding By Equipment and Wi-Fi Sub-Programs

Equipment Distribution

Public Wi-Fi

	Equipment Distribution	Public Wi-Fi
Maximum Grant Amount Per Application	$500,000	$1,000,000
Total Program Funding Available	$10.7M across both sub-programs for applications best meeting the program guidelines	

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Grant Timeline

		Week #																										
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
Advancing Digital Opportunities to Promote Technolgy (ADOPT) 2.0	Application Window									Public Comment Window				Applicant Response Window			Grant Evaluations				Applicant Interviews				Final Evaluations			Leadership Review	
										Grant Evaluations																			

- Timeline applies to both the Equipment Distribution and Public Wi-Fi sub-programs
- Application window opens on December 11, 2024, and closes on February 5, 2025
- Includes Public Comment and Applicant Response periods
- Applicant interviews to occur after grant evaluation period
- Award announcements targeted after June 16, 2025
- Program period: December 1, 2024, through September 30, 2026

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Advancing Digital Opportunities to Promote Technology (ADOPT) — Second Round

Equipment Distribution Sub-Program

ADOPT Equipment Distribution Program Overview

- Provides computers, laptops, and tablets to individuals through no-cost, short or long-term loan programs administered by eligible entities.

- Subrecipients must prioritize individuals with no device over those receiving devices through other programs.

- Applicants must have infrastructure in place to track and manage equipment or be prepared to put the capability in place.

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Equipment Distribution Program Details

Governance

- Funding Source: Capital Projects Fund, Digital Connectivity Technology Program (Project 1B)

- Governing Compliance: 2 CFR Part 200

- Program period: December 1, 2024, through September 30, 2026
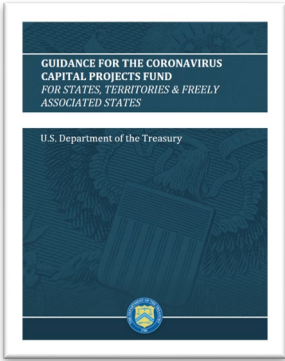
Funding

- Funding Available: $10.7M across both sub-programs for applications best meeting the program guidelines

- Required Applicant Match: 2%

- Required Co-Investment Match: 1%

- Maximum Individual Award: $500,000 per application

- Funding Regionally Distributed

Public Comment

- Public Comment and Applicant Response process to be followed

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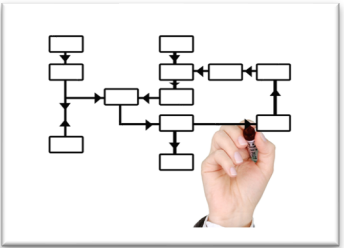
Eligible Entities

Subrecipients must have a demonstrated ability to administer an Internet Device Distribution Program.
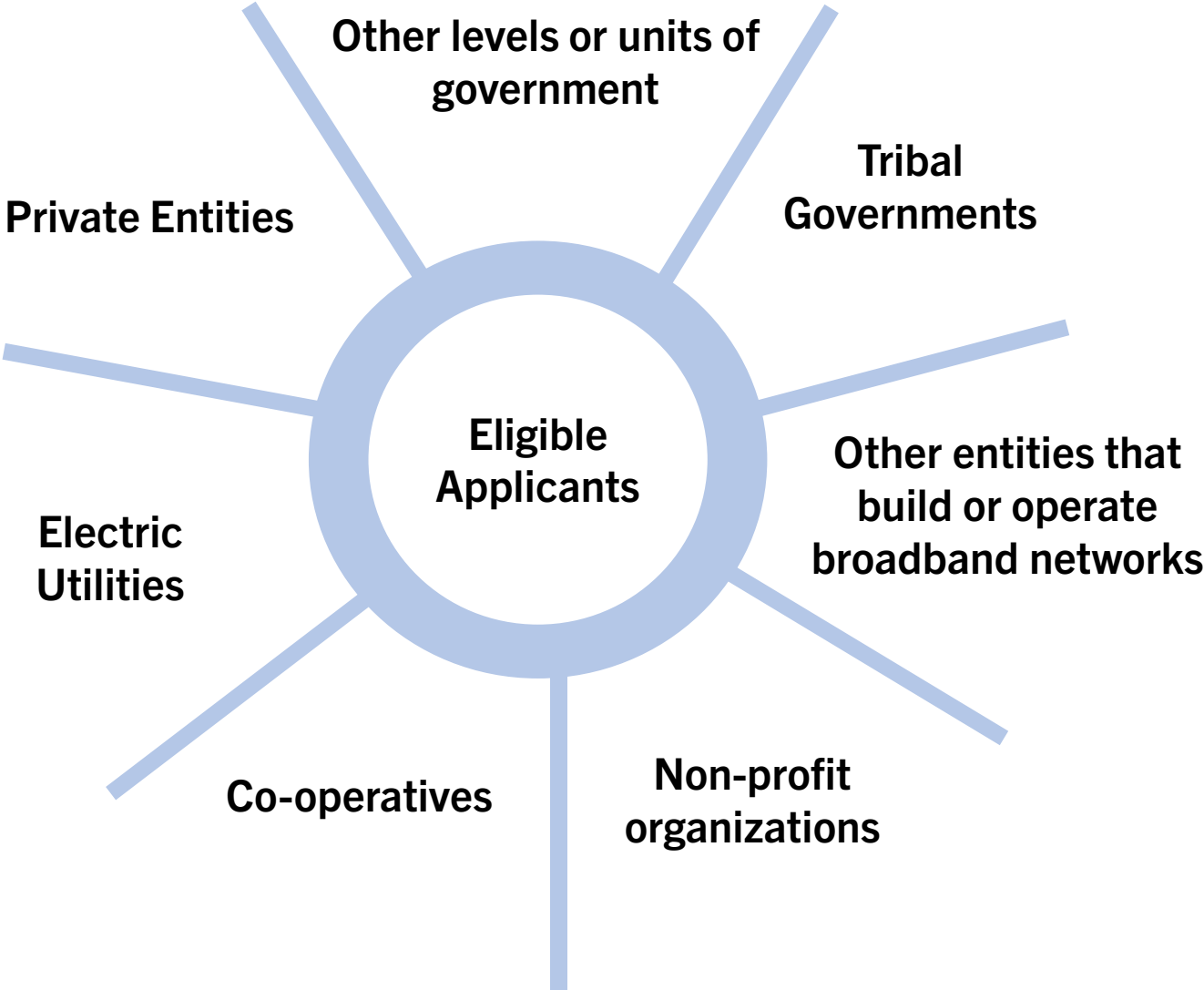
Eligible Applicants

- Other levels or units of government
- Tribal Governments
- Other entities that build or operate broadband networks
- Non-profit organizations
- Co-operatives
- Electric Utilities
- Private Entities

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Matching Funds, Requested Grant Funds and In-Kind Match

Matching Funds Requirements

Applicant

- KOBD is implementing a minimum 2% applicant match model for the ADOPT 2.0 Equipment Distribution Program.
- The minimum applicant match percentage is based on the total project cost.

Co-Investment

- KOBD is implementing a minimum 1% co-investment match model for the ADOPT 2.0 Equipment Distribution Program.
- The minimum Co-Investment match percentage is based on the total project cost.
- Co-Investment funds do not offset the applicant's match amount and are in addition to the required applicant match funds.

Requested Grant Funds and In-Kind Match

Requested Grant Funds Calculations

- Total project cost: $200,000
- Minimum applicant match:
  - 2% x $200,000 = $4,000
- Minimum co-investment match*:
  - 1% x $200,000 = $2,000
- Calculating the requested grant funds:
  - $200,000 - $4,000 - $2,000 = $194,000

* - Applicants are responsible for securing the Co-Investment match

In-Kind Match

- Applicant matching funds may include an in-kind match of up to 75% of the total applicant match.
- In-Kind matching funds from applicants must be in compliance with 2 CFR 200.306 (Cost Sharing)

Equipment Distribution Program Musts

Subrecipients must have an effective asset management plan and/or system or be prepared to put a capability in place that must include:

- Ability to inventory all devices including the make and model, an associated serial number, date of purchase, date of warranty expiration, and estimated life of use (or replacement date)

- Ability to uniquely identify and tag all devices with property tags or install asset management software on the device

Equipment Distribution Program Policy and Procedure Musts

Policy / Procedures Implemented

- Device Inspection
- Updates and Repairs
- Software / Firmware Updates
- Check-in/Check-out
- Information Security
- Safeguarding

Applicant Acknowledgement

- Device Ownership Confirmation
- Compliance with Federal Disposal Guidelines

Individual Device Eligibility

ADOPT seeks to address those in "critical need" of access to devices and equipment necessary for Internet connectivity by partnering with eligible entities who serve them.

Critical need determination may be based on participation in Federal income assistance programs such as:

- Free and reduced lunch
- Supplemental security income
- Social security disability income
- Supplemental nutrition assistance program (SNAP)
- Project based rental assistance
- Medicaid
- Veterans pension and survivor benefits
- Affordable Connectivity Program
- Pell grant programs for college students
- Other public assistance programs as determined applicable by KOBD

Please note: Access to broadband is NOT a requirement for this program.

Eligible Costs
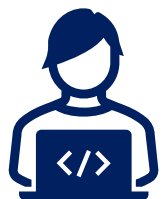
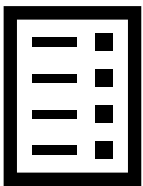Personnel / Payroll (is only for the purpose of delivering / supporting the program)
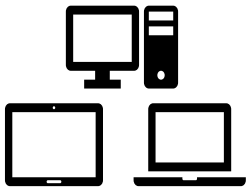
Professional and Contracted Services

Supplies, Materials and Software

Capital Expenditure / Outlay

Other Operating Costs (travel, software subscription, participant support costs, etc.)
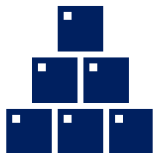
Program support costs not to exceed 10% of the total subrecipient award

Ineligible Costs

- Costs associated with completing the application in accordance with 2 CFR 200 Subpart E – Cost Principles

- Administrative costs (operating costs such as expenses in support of day-to-day operations of the subrecipient organization)

- Payments of interest or principle toward outstanding debt instruments, other debt service costs incurred prior to March 15, 2021, and fees or issuance costs of new debt are categorized as ineligible

- Satisfaction of any obligation arising under or pursuant to a settlement agreement. Judgment, consent decree, or judicially confirmed debt restructuring plan in a judicial, administrative, or regulatory proceeding

- Short term operating leases

- Costs for broadband services received

- Costs to support or oppose collective bargaining. This does not affect the ability to use funds to comply with 41 C.F.R. 60-1.4

- Entertainment events and certain promotional costs per 2 CFR 200.421, 432, and 438

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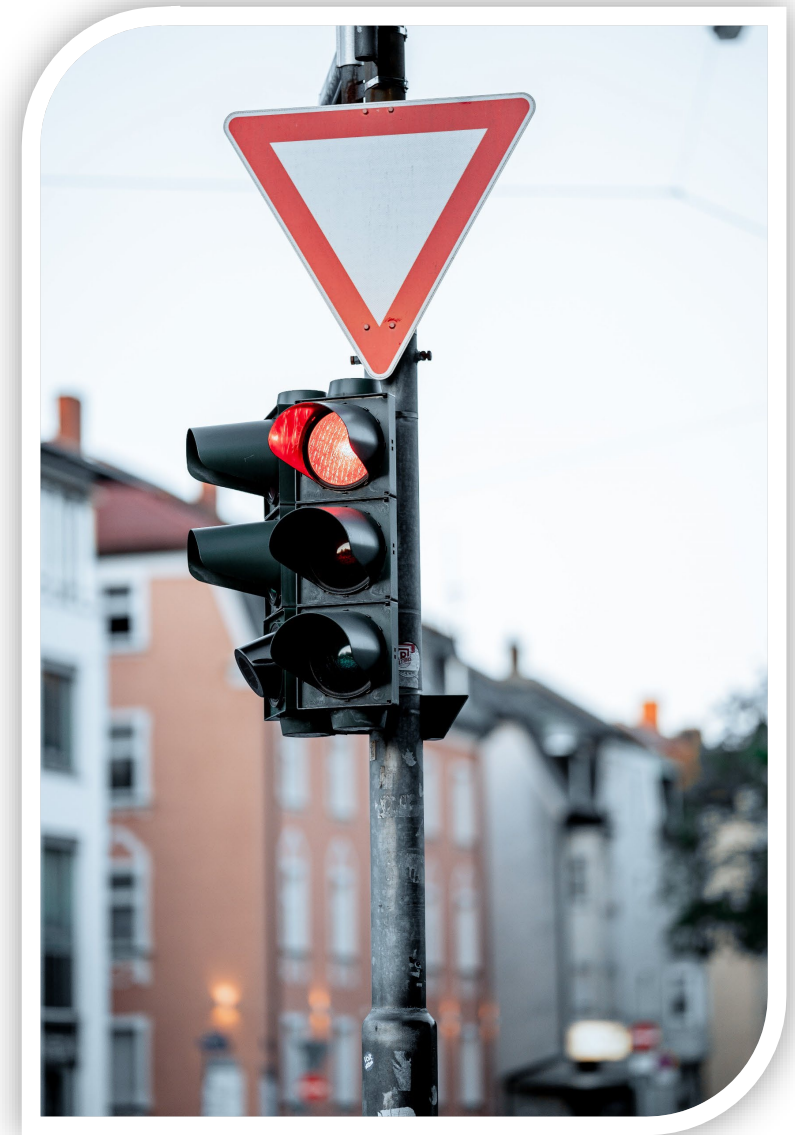
The Application Process

Submit application with proposed plan and budget through a KOBD online portal.

Plans and budgets will be reviewed by enlisted business, economic, social, and community development professionals.

Final applicants will participate in an online interview session.

KOBD will review and finalize the award recommendations.

KOBD announces awards

Awarded subrecipients will sign grant agreements

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Process for Application Questions

- **Questions** regarding the program and application process will be accepted **for the first two weeks** of the application process window.

- Only questions sent to kdc_broadband@ks.gov will be answered to ensure equity and fairness to all applicants.

- **KOBD will provide a written response to all questions on the KOBD webpage** for viewing one (1) week after the question period is closed.

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Reminder of the Public Comment Period

- Public Comment Window: February 13, 2025, through March 5, 2025 (3 Weeks)

- This process is intended to allow elected officials, constituents and the general public to either express support or inform KOBD of any issues or concerns with an application.

- KOBD will notify applicants of challenges and applicants have two weeks to respond, starting on March 17, 2025.

Key Project Data Required in Proposal

- Primary organization contacts
- Total project amount, grant funds requested, co-investment amount
- Location(s) where sub-recipient plans to distribute devices
- Impacted "critical need" communities
- Economically distressed areas and covered populations
- Outreach activities
- Types and quantities of devices distributed
- Expenditures
- Device disposals
- Total number of individuals using devices
- Digital literacy training and other support services provided
- Project effectiveness and impact (KPIs, surveys and testimonials)
- Acceptable Use Policy

Application URL & Documentation Required

- Application can be found here:
  - https://kansasdeptofcommercebroadband.submittable.com/submit/d9fe55f4-0356-464a-a23e-3e1c1ac50042/adopt-2-0-equipment-distribution-program
- Applicants will also be required to submit the following documentation:
  - IRS Determination Letter
  - Last year filed tax returns/Form 990
  - Current Year Agency Budget
  - Project Budget
  - List of Management Staff
  - Sample of Acceptable Use Policy and Agreement Form (between subgrantee and program participant)
  - Letters of Commitment – explicit commitments and roles of committed partners
  - Letters of Support – support letters from the community
  - Asset Management Plan
  - Vendor Quote(s)
  - Bank Verification Letter
  - Attestations of no pending litigations, no criminal convictions or indictments
  - Department of Commerce Confidentiality Agreement Form
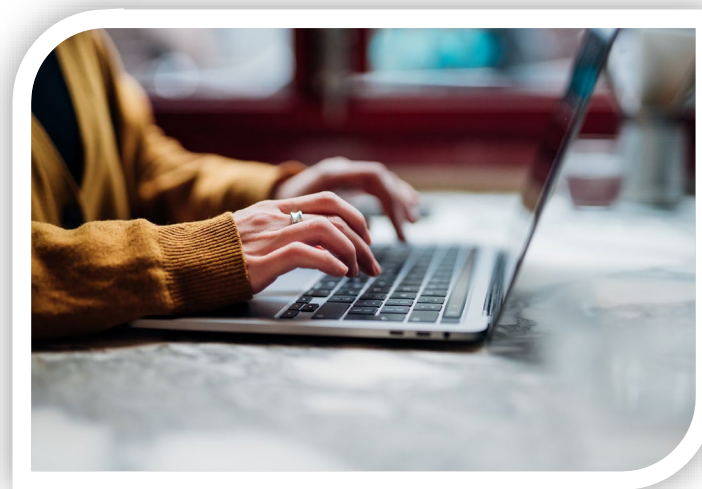
Application Section Scoring Weight

Section	Weighting
Project Proposal	60%
Financials	40%

Final Applicant Interviews

KOBD will conduct an interview with the final grant candidates

Include organization and financial contacts, key project personnel, and partners critical to the overall success of the effort

Be prepared to address specific aspects of the proposed project, the submitted financials, and the demonstrated need that supports the project.

Highlight key aspects of the project, the compelling needs of the proposal, and answer the question: "Why should the State of Kansas invest with this entity?"

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Key Project Data Required: Reporting Metrics

- Address(es) from which devices were distributed (or other location as appropriate).

- Geographic Reach: Areas or communities served by the program

- Budget Utilization: How the grant funds are used accompanied by periodic financial reports

- Community Engagement: Report on outreach efforts and the level of community engagement achieved

- Challenges and Adaptations: Any challenges faced during implementation and how the organization adapted its strategies to address them

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Key Project Data Required: Performance Indicators

- Device types (all that apply) – laptops, tablets, desktop computers, other
- For each device type (planned/actual) – number of devices purchased and total expenditure
- Number of individuals issued devices
- Number of devices decommissioned/disposed of
- Narrative explaining the number and types of digital literacy trainings and other support services provided to enable use of the devices including number of individuals who attended/made use of the trainings and support services
- Narrative describing project's effectiveness and impact (such as the impact of digital literacy skills) obtained through participant surveys/assessments/testimonials

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Attestations

All applicants will be required to sign the attestations below plus the Department of Commerce Confidentiality Agreement at the time of application submission

- The grant applicant is in good financial standing with the State of Kansas
- The grant applicant is not currently involved in pending litigation in association with previous Kansas-sponsored broadband infrastructure grant projects
- The grant applicant is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any federal department or agency
- The grant applicant is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local)
- The grant applicant has not within a three-year period preceding this application/proposal had one or more public transactions (federal, state, or local) terminated for cause or default
- Applicant is in compliance with applicable state and federal employment laws

- If a private entity, the grant applicant has been operating in the State of Kansas for no fewer than one (1) year. The grant applicant has not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property
- The grant applicant agrees that if awarded funds through the program, the grant agreement will be executed within 60 days of receipt from Commerce. If the agreement is not executed within 60 days, the Kansas Department of Commerce reserves the right to reallocate funds

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ADOPT 2.0 Post Award Requirements

Post Award Compliance – Asset Management Plan

Subrecipients must have an effective asset management plan and/or system for those that purchase computer equipment

Asset Management Plan / System must include the following:

- The ability to inventory all devices that are part of the project contained in a readily accessible database. Each device entry must at minimum contain the make and model, an associated serial number, date of purchase, date of warranty expiration, and estimated life of use (or replacement date)

- The ability to tag all devices with property tags or install asset management software on the device. Each tag should contain a unique identifier to track the device in the inventory

- A surveillance capability to track the location of all devices

Computer Assets Inventory

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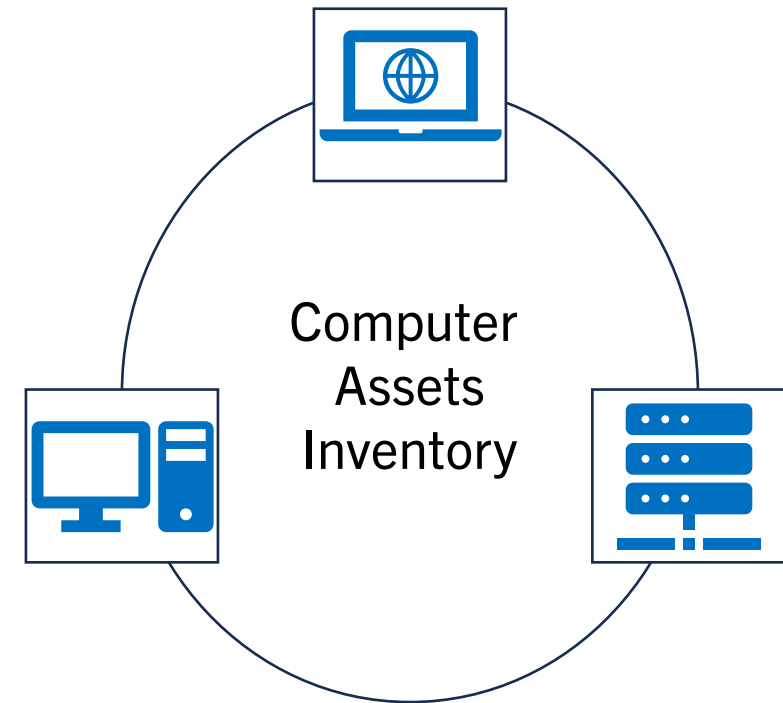
Post Award Compliance – Asset Management Plan Policies

Applicants should demonstrate that the following policies and procedures are in place and enforced

Asset Management Plan / System must include the following:

- Device Inspection

- Updates and Repair

- Equipment Rotation To Update Software / Firmware
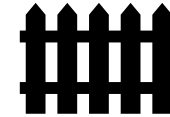
- Check-In / Check-Out

- Information Security

- Safeguarding Unassigned Equipment

- Proper Equipment Disposal

Post Award Compliance – Monthly Reporting

KOBD will provide a collaborative partnership and overall support for program subrecipients by offering baseline reporting templates and clear expectations for subrecipients participating in this program.

Monthly Report:

- Monthly reporting will be required.

- A narrative update on the status of the project, including notification of any delays.

- Required progress report on project metrics.

- A budget expenditure report of the project and a .pdf containing supporting project expenditure documentation, if requested (i.e., Invoices/receipts)

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Funds Disbursement

The Advancing Digital Opportunities to Promote Technology (ADOPT) 2.0 Program is an expenditure reimbursement program

- KOBD will provide scheduled reimbursements only for validated grant expenditures submitted each month.

- Supporting documentation for expenditures (e.g., invoices, receipts) and proof of payment (e.g., checks, bank statements) must accompany the reimbursement request.

- Subrecipients must submit and maintain updated required legal and contractual agreements/documents (e.g., W-9, SAM.gov registration).

- Reimbursements will be processed on a monthly basis for those subrecipients requesting reimbursement.

- Late or incomplete submissions may be processed for payment in the following month when sufficient documentation is not available in time to complete the reconciliation process.

Post Award Compliance – Quarterly Meetings

- At KOBD's discretion, subrecipients may be asked to participate in required meetings with KOBD on a quarterly basis or as needed.

- The purpose of these meetings is to:
  - gather more in-depth information regarding the progress of the project
  - provide technical assistance to ensure on-time progress
  - provide subrecipients with updated program information

Post Award Compliance — Closeout Report

Closeout reporting will be required within 45 days of project completion. Project completion and submission of the closeout report are required prior to final payment.

- Validation that the device distribution project has been completed and that devices have been provided to those in critical need communities as specified in the application.

- Submit required final metrics as agreed upon in the grant agreement.

- Final reconciled expenditure report.

- Project effectiveness and impact (surveys and testimonials)

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Post Award Compliance — Conflict of Interest, Fraud and Abuse

- Subrecipients must disclose in writing to KOBD or Treasury, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 CFR 200.112.

- KOBD reserves the right to provide additional guidance, requirements and definitions to align with changes from the federal program should they occur.

- KOBD will monitor subrecipients to ensure subawards are used for authorized purposes, in compliance with federal statutes, regulations, and terms and conditions of the subaward to mitigate risk of fraud, waste, or abuse.

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Post Award Compliance – Single Audit Requirements

- Subrecipients that expend over $750,000 in federal funds during their most recent fiscal year are subject to a single audit. For profit entities may comply using an alternative process. Consult with KOBD if your organization falls into this category.

- If your organization is subject to the single audit requirement, provide KOBD with most recent completed single audit and any material findings and final responsive documents

- Entities that do not meet the threshold must make records available for review or audit by KOBD or federal agencies.

- Submit the most recent single audit or alternative documents upon contract execution and annually thereafter, as applicable.

- See 2 CFR 200.501-514 for additional details

Questions?

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Broadband Newsletter

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Thank You

Advancing Digital Opportunities to Promote Technology (ADOPT) Second Round

Public Wi-Fi Sub-Program

Program Purpose

- To improve access to reliable Wi-Fi in unserved and underserved public spaces

- The Public Wi-Fi program will seek partners that can deliver Wi-Fi solutions to unserved or underserved public spaces.

WiFi
USE IT ANYWHERE

Program Overview

Governance

- Funding Source: Capital Projects Fund, Digital Connectivity Technology Program (Project 1B)

- Governing Compliance: 2 CFR Part 200

- Project period: December 1, 2024, through September 30, 2026
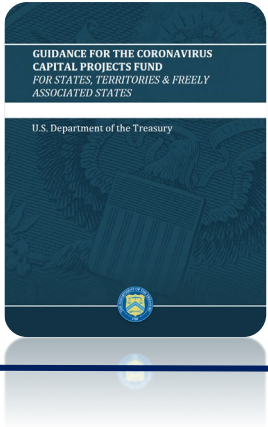
Funding

- Funding Available: $10.7M across both sub-programs for applications best meeting the program guidelines

- Required Applicant Match: 5%

- Required Co-Investment Match: 2%

- Maximum Individual Award: $1,000,000 per application

- Funding Regionally Distributed

Public Comment

- Public Comment and Applicant Response process to be followed
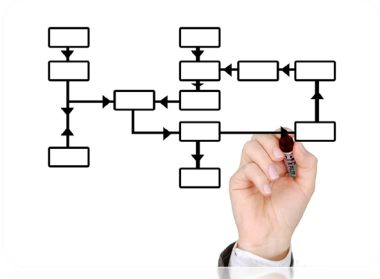
Service, Speed and Location Requirements

- Grantees must provide free public Wi-Fi services within the proposed service area that directly enable work, education, and health monitoring for at least five years from the completion of the Project

- Grantees must offer a speed of at least 100/20 Mbps within the majority of the proposed service area
- Grantees must implement Wi-Fi 7 technology throughout serving area
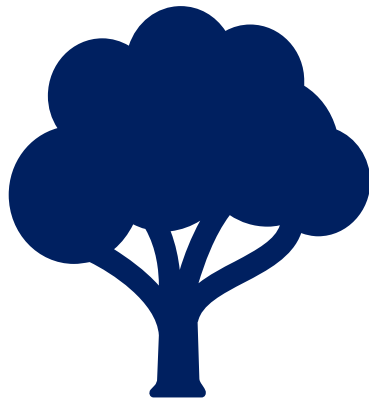
- The purpose of the grant is to facilitate free broadband access to unserved public areas with demonstrated need with unserved defined as:
    - Designated locations or geographic areas that are without a fixed, terrestrial connection supporting at least 100/20 Mbps
    - Geographic areas that are unserved as defined by the FCC Broadband Data Collection tool

free WiFi

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Eligible Applicants

- Other levels or units of government
- Tribal Governments
- Private Entities
- Other entities that build or operate broadband networks
- Electric Utilities
- Eligible Applicants
- Co-operatives
- Non-profit organizations
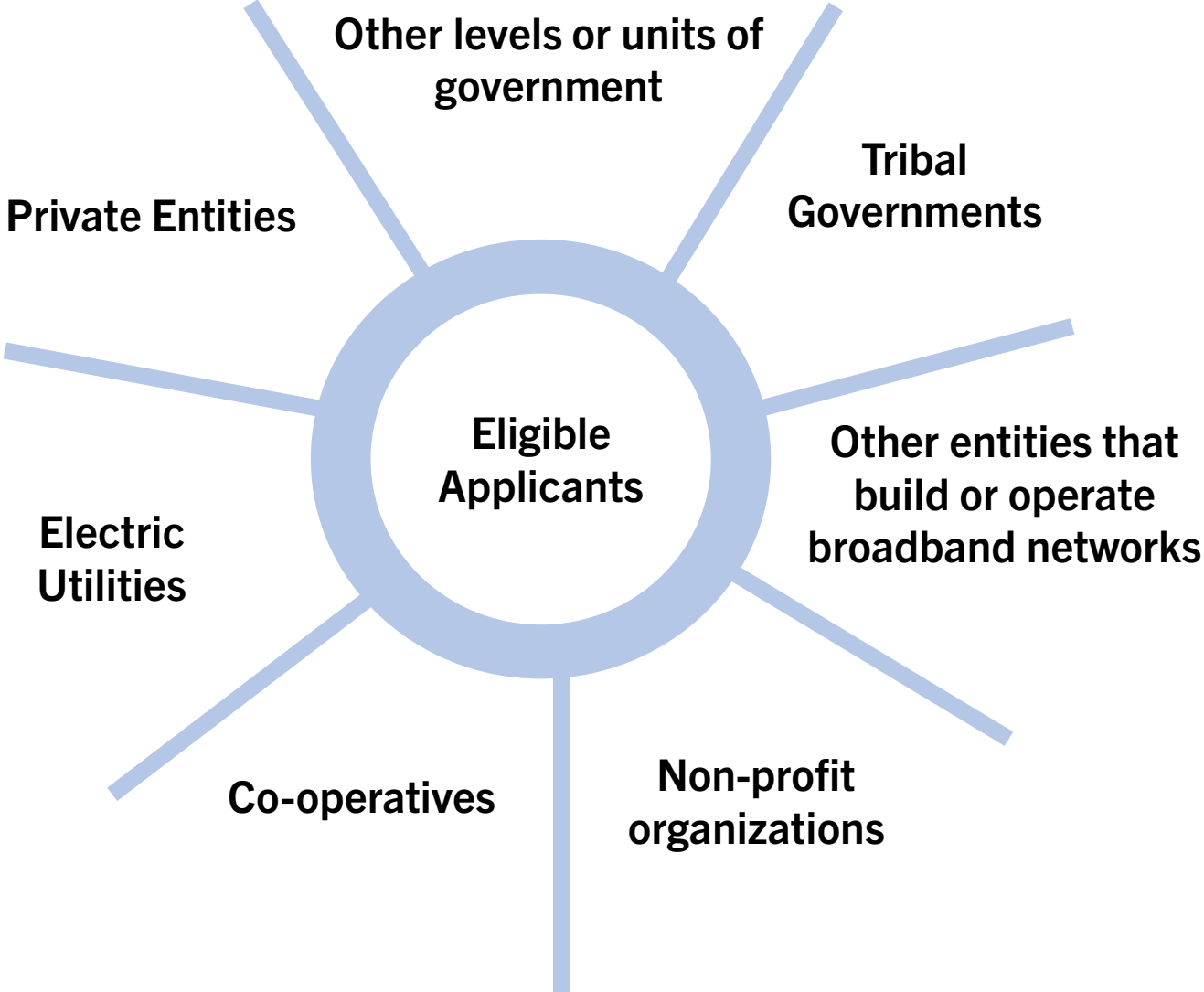
Applicants must be authorized to provide free public Wi-Fi services in the proposed area

Eligible Costs

Personnel / Payroll (is only for the purpose of delivering / supporting the program)

Professional and Contracted Services

Supplies, Materials and Software

Capital Expenditure / Outlay

Other Operating Costs (travel, software subscription, participant support costs, etc.)

- Eligible public Wi-Fi infrastructure broadband project expenses are expenses directly related to the deployment of a qualified broadband project
  - o Includes 5% of pre-project development costs and uses, data gathering, feasibility studies, engineering design, work related to environmental, historical, and cultural reviews, and permitting.
  - o Includes materials, supplies, equipment, and construction of "Public Wi-Fi" solution expenses
- Indirect labor costs (fringe/benefits, travel, meals, lodging, paid time off, etc.) are also eligible.

Costs incurred after December 1, 2024, are eligible for reimbursement

Ineligible Costs

General Costs		• Administrative costs • Costs to support or oppose collective bargaining. This does not affect the ability to use funds to comply with 41 C.F.R. 60-1.4 • Entertainment events and certain promotional costs per 2 CFR 200.421, 432, and 438
Obligation / Debt Servicing		• Satisfaction of any obligation • Payment of interest or principal on outstanding debt instruments
Operational Expenses		• Operating expenses • Short-term operation leases • Maintenance expenses related to the project. • Internet access monthly service charges enabling the public Wi-Fi solution
Capital Assets / Infrastructure		• Acquisition of spectrum licenses • Infrastructure not directly connected to a public Wi-Fi based solution / inside wiring connecting end users • Long-term capital asset purchases/leases, although cost allocation for use during the project period will be considered on a case-by-case basis
Application Development Costs		• Costs associated with completing the application in accordance with 2 CFR 200 Subpart E – Cost Principles

Ineligible Solutions

- Specific items prohibited in 2 CFR Part 200, 2 CFR 200.216, and 2 CFR 200.471 such as:

  o prohibitions on the use of grant funds to procure or obtain certain telecommunications and video surveillance services or equipment provided or produced by designated entities

Matching Funds, Requested Grant Funds and In-Kind Match

Matching Funds Requirements

Applicant
- KOBD is implementing a minimum 5% applicant match model for the ADOPT 2.0 Public Wi-Fi program.
- The minimum applicant match percentage is based on the total project cost.

Co-Investment
- KOBD is implementing a minimum 2% co-investment match model for the ADOPT 2.0 Public Wi-Fi program.
- The minimum Co-Investment match percentage is based on the total project cost.
- Co-Investment funds <u>do not offset the applicant's match amount and are in addition to the required applicant match funds.</u>

Requested Grant Funds and In-Kind Match

Requested Grant Funds Calculations
- Total project cost: $200,000
- Minimum applicant match:
  - 5% x $200,000 = $10,000
- Minimum co-investment match*:
  - 2% x $200,000 = $4,000
- Calculating the requested grant funds:
  - $200,000 - $10,000 - $4,000 = $186,000

* - Applicants are responsible for securing the Co-Investment match

In-Kind Match
- Applicant matching funds may include an in-kind match of up to 75% of the total applicant match.
- In-Kind matching funds from applicants must be in compliance with 2 CFR 200.306 (Cost Sharing)

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Project Justification

Applicants must provide a narrative to justify the need for the project and relevant data indicators to support the effort.

- Information provided should include:
    - A description of how the project addresses the critical need of the community to be served.
    - A description of the proposed service area, including whether the area is unserved or economically distressed, serves a covered population, or if a specific, compelling need exists
    - Details describing lack of access to a high-speed broadband connection

- Public Wi-Fi applications will be accepted with priority given to applications that address unserved and economically distressed public areas which have a compelling need for free and reliable broadband services that bridge critical access gaps to support quality of life considerations.

- Applicants are expected to engage community leaders and stakeholders in the development of projects that will benefit Kansas citizens and communities.

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Technical Description and Network Architecture Diagram

Technical Infrastructure Description
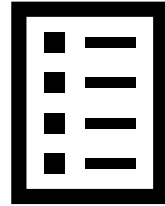
- Provide a detailed technical description of the proposed project including the physical medium and all devices used to enable the solution.

Network Architecture Diagram
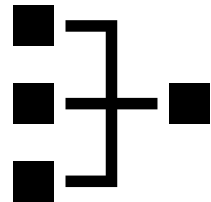
- Must include network connection point/connection, Wi-Fi version (or versions supported) to the end user, access points, repeaters, router(s) types, physical media connecting access point to upstream radios, and towers/antenna systems

Long Term Scalability Requirements

- The public Wi-Fi solution must utilize technologies that will support consistent and reliable 100/20 Mbps solutions to each user within the geographic area enabled.

- Ability to scale the implemented platform to symmetric 1 Gbps+ within the public Wi-Fi service area.

- The applicant's solution must support Wi-Fi 7 technology with backwards compatibility with previous Wi-Fi standards.
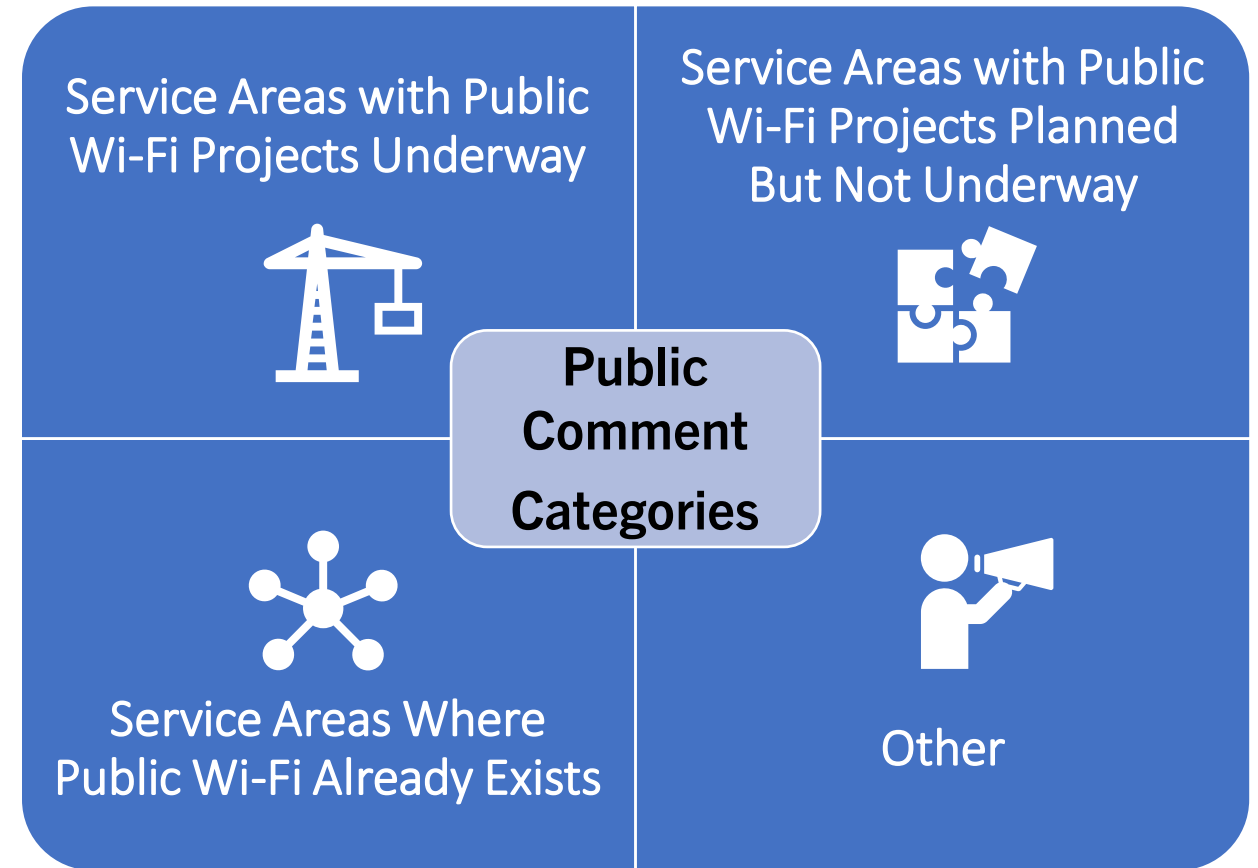
- Ability to achieve the following with little to no future capital investment:
  - Increased speed capability to the Wi-Fi access points
  - Increased subscriber speed
  - Increased Wi-Fi coverage
  - Support for higher connected device counts
  - Reduced latency

Public Comment Period

The public comment period is intended to:

- ensure transparency and best use of taxpayer funds

- provide an opportunity for providers, elected officials, and constituents to express support or concerns with an application or its proposed service area.

Service Areas with Public Wi-Fi Projects Underway

Service Areas with Public Wi-Fi Projects Planned But Not Underway

Public Comment Categories

Service Areas Where Public Wi-Fi Already Exists

Other

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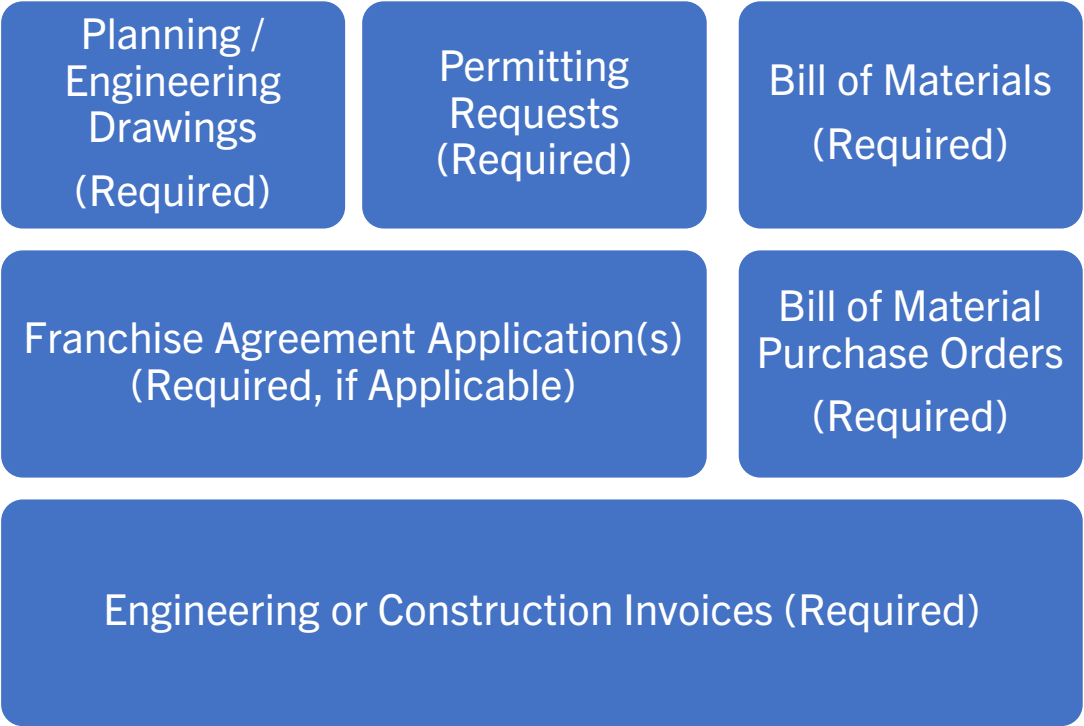# Service Areas with Public Wi-Fi Projects Planned But Not Underway

- The public comment must contain information demonstrating that the service provider has begun the planning phase of the public Wi-Fi project.

- If these conditions are met, KOBD will consider denying the applicant's proposal.

- If challenge is successful, compliance requirements will be applied.

Acceptable Forms of Proof — All Items Required

100/20 Mbps minimum speed	Proposed service area map in .kmz format	Protested area identified
Funded by "challenger" provider		Complete within 18 months after public comment submission date
Heat maps included in .kmz file		

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Service Areas with Public Wi-Fi Projects Underway

Acceptable Forms of Proof

Planning / Engineering Drawings (Required)

Permitting Requests (Required)

Bill of Materials (Required)

Franchise Agreement Application(s) (Required, if Applicable)

Bill of Material Purchase Orders (Required)

Engineering or Construction Invoices (Required)

- Public comments must contain information demonstrating that the provider has begun Wi-Fi construction activities.

- The project must provide a minimum of 100/20 Mbps services.

- Challenger must submit proof that work has started on a project to complete Wi-Fi infrastructure within applicant's proposed service area.

- Challenger must commit to complete project within 12 months.

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Service Areas Where Public Wi-Fi Already Exists

- Requires a challenger to provide speed test results in the proposed project area demonstrating that public Wi-Fi service is currently available at minimum speeds of 100/20 Mbps <u>across the majority of the service area or non-contiguous service areas</u>

- Public comment from challenger must include the following information for consideration:

Speed Test Requirements

Data Set Attributes
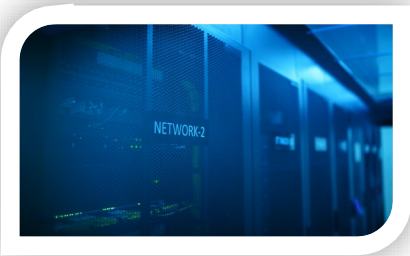
Required Data Set

- Speed test provider
- Downstream speed
- Upstream speed
- Latency
- Latitude / longitude of test location
- 5% of locations within overlapping area

- Data source and methodology used to develop
- Data collected from December 1, 2024 or later
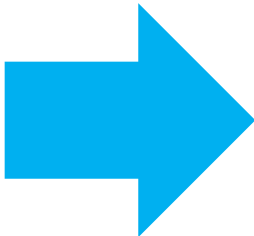- Raw data available

Other

Any other feedback that public Wi-Fi providers, elected officials, and constituents wish to express in support of or to document concerns regarding an application or its proposed service area
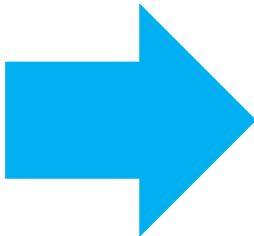
Examples

- Effective use of taxpayer funds
- Cost
- Procedural
- Project area adjustment
- Legal

Claim(s) Assessment

- Evidence examined
- Conduct interview(s) as needed
- Evidence viability determined

Determination

- Public comment evidence substantiates an application change or not
- Application modification required or not

Applicant Response

An applicant response to a public comment is helpful to:
- Acknowledge that the public comment was seen by the applicant
- Enable the applicant to refute the public comment information
- Bring to bear additional information regarding the proposed service area or existing service availability information that was not provided at the time of application

- If there is no applicant response to the public comment:
  - Lends credence to the public comment, high likelihood that contested service area would be de-selected from the application
  - KOBD will only rely on the public comment content to resolve the public comment

- If there is an applicant response, KOBD will use the applicant feedback when resolving the public comment

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Public Comment Compliance

- If applicant's proposal denied due to challenger's public comment, challenger will be subject to compliance requirements

- Challenger will be required to report unfinished project status on a quarterly basis until completed

Compliance Requirements

For Planned But Not Underway Public Wi-Fi Projects	For Public Wi-Fi Projects Underway
If not complete within 18 months, KOBD reserves the right to:	If not complete within 12 months, KOBD reserves the right to:

🚫 Prohibit challenger from submitting challenges on any future KOBD administered grant applications for two years

🚫 Prohibit challenger from applying for any grant programs administered by KOBD for the following two years

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Application Submission Structure

- Application can be found in Submittables at the following link:

  https://kansasdeptofcommercebroadband.submittable.com/submit/7ff2e09c-fac0-463c-9f28-85b45f6f9b07/adopt-2-0-public-wi-fi-program

Project Proposal

- Executive Summary of the Project
- Community Partners, Roles & Letters of Commitment
- Justification for the Project and Economically Distressed
- Adoption, Affordability, and Digital Inclusion Efforts

Technical
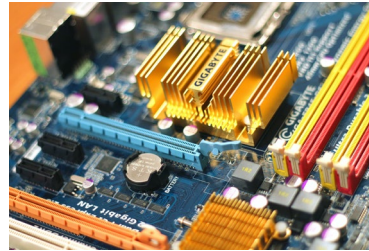
- Technical Project Summary
- Network Architecture
- Public and Proprietary Detailed Map of the Proposed Area
- Project Plan and Milestones
- Long Term Scalability

Financials

- Budget Narrative
- Applicant Match / Co-Investment
- Project Budget Spreadsheet
- Bill of Materials
- Income Statements

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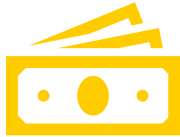
Project Priorities

Scalability

Benefit To The Community

Speed

Community Partnerships

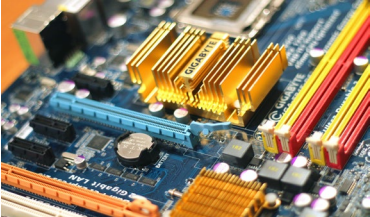Economically Distressed / Covered Population

Applicant and Co-Investment Match

Geographic Distribution

Application Section Scoring Weight

Section	Weighting
Project Proposal	
	50%
Technical	
	30%
Financials	
	20%

Process for Application Questions

- **Questions** regarding the program and application process will be accepted **for the first two weeks** of the application process window.

- Only questions sent to kdc_broadband@ks.gov will be answered to ensure equity and fairness to all applicants.

- **KOBD will provide a written response to all questions on the KOBD webpage** for viewing one (1) week after the question period is closed.

Attestations

All applicants will be required to sign the attestations below plus the Department of Commerce Confidentiality Agreement at the time of application submission

- The grant applicant is in good financial standing with the State of Kansas
- The grant applicant is not currently involved in pending litigation in association with previous Kansas-sponsored broadband infrastructure grant projects
- The grant applicant is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any federal department or agency
- The grant applicant is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local)
- The grant applicant has not within a three-year period preceding this application/proposal had one or more public transactions (federal, state, or local) terminated for cause or default
- Applicant is in compliance with applicable state and federal employment laws

- If a private entity, the grant applicant has been operating in the State of Kansas for no fewer than one (1) year. The grant applicant has not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property
- The grant applicant agrees that if awarded funds through the program, the grant agreement will be executed within 60 days of receipt from Commerce. If the agreement is not executed within 60 days, the Kansas Department of Commerce reserves the right to reallocate funds

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ADOPT 2.0 Post Award Requirements

Post Award Compliance — Monthly Reporting

KOBD will provide a collaborative partnership and overall support for program subrecipients by offering baseline reporting templates and clear expectations for subrecipients participating in this program.

Monthly Report:
- Monthly reporting will be required.

- A narrative update on the status of the project, including notification of any delays.

- Required progress report on project metrics.

- A budget expenditure report of the project and a .pdf containing supporting project expenditure documentation, if requested (i.e., Invoices/receipts)

Funds Disbursement
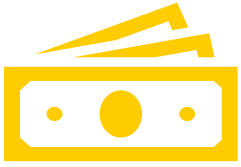
The Advancing Digital Opportunities to Promote Technology (ADOPT) 2.0 Program is an expenditure reimbursement program

- The KOBD will provide scheduled reimbursements only for validated grant expenditures submitted each month.

- Supporting documentation for expenditures (e.g., invoices, receipts) and proof of payment (e.g., checks, bank statements) must accompany the reimbursement request.

- Subrecipients must submit and maintain updated required legal and contractual agreements/documents (e.g., W-9, SAM.gov registration).

- Reimbursements will be processed on a monthly basis for those subrecipients requesting reimbursement.

- Late or incomplete submissions may be processed for payment in the following month when sufficient documentation is not available in time to complete the reconciliation process.

Post Award Compliance – Quarterly Meetings

- At KOBD's discretion, subrecipients may be asked to participate in required meetings with KOBD on a quarterly basis or as needed.

- The purpose of these meetings is to:
  - gather more in-depth information regarding the progress of the project
  - provide technical assistance to ensure on-time progress
  - provide subrecipients with updated program information

Post Award Compliance — Closeout Report

Closeout reporting will be required within 45 days of project completion. Project completion and submission of the closeout report are required prior to final payment.

- Validation that the public Wi-Fi project has been completed and made available to those in critical need communities as specified in the application.

- Submit required final metrics as agreed upon in the grant agreement.

- Final reconciled expenditure report.

- Project effectiveness and impact (surveys and testimonials)

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Post Award Compliance — Conflict of Interest, Fraud and Abuse

- Subrecipients must disclose in writing to KOBD or Treasury, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 CFR 200.112.
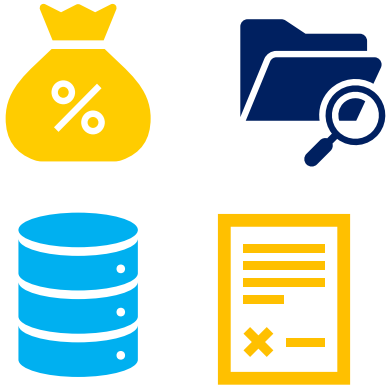
- KOBD reserves the right to provide additional guidance, requirements and definitions to align with changes from the federal program should they occur.
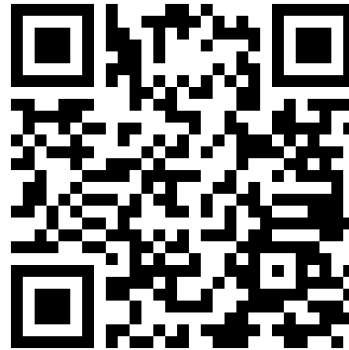
- KOBD will monitor subrecipients to ensure subawards are used for authorized purposes, in compliance with federal statutes, regulations, and terms and conditions of the subaward to mitigate risk of fraud, waste, or abuse.

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Post Award Compliance – Single Audit Requirements

- Subrecipients that expend over $750,000 in federal funds during their most recent fiscal year are subject to a single audit. For profit entities may comply using an alternative process. Consult with KOBD if your organization falls into this category.

- If your organization is subject to the single audit requirement, provide KOBD with most recent completed single audit and any material findings and final responsive documents

- Entities that do not meet the threshold must make records available for review or audit by KOBD or federal agencies.

- Submit the most recent single audit or alternative documents upon contract execution and annually thereafter, as applicable.

- See 2 CFR 200.501-514 for additional details

Questions?

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Thank You