



KDC GRANT PORTAL

REGISTRATION PROCESS

BEAD: BENEFIT OF THE BARGAIN

UPDATED USER GUIDE



Introduction

The National Telecommunication Information and Administration (NTIA) allocated \$451 million dollars for Kansas to help address the digital divide through the Broadband Equity, Access, and Deployment (BEAD) Program. On June 6, 2025, NTIA issued a policy notice changing certain requirements of the BEAD Program. The policy notice mandates one additional subgrantee selection round (the “Benefit of the Bargain Round”) and that any prequalification processes must be re-opened for interested applicants.

KOBD has revised its pre-registration application to conform with the updated requirements and is re-launching its BEAD pre-registration process. The pre-registration window will remain open throughout the BEAD Benefit of the Bargain application window however, a pre-registration must be submitted in order to access and complete a Benefit of the Bargain application. Previously submitted pre-registrations are still valid therefore, it is not necessary to submit a new one unless you are a newly interested applicant with no prior submission to KOBD.

This updated user guide was developed to assist newly interested applicants with completion of the revised pre-registration application and is structured to follow the process from beginning to end.

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Technical Assistance Resources

KDC Grant Portal Technical Issues:

- Email the Salesforce helpdesk at kdc_salesforce.admin@ks.gov
- Use *Pre-registration BEAD* for the email subject line
- Body of the email should include a description of the activity you were attempting to complete including any error messages received. Attaching screenshots of any error messages received is encouraged.
- This email inbox will be monitored on weekdays between 8:00 am and 5:00 pm CST. Emails received outside this timeframe will be responded to on the next business day.

Program Questions related to PFAs, pre-registration, and BEAD Project Applications:

- Email these to KOBD at kdc_BEAD@ks.gov.
- The email subject line must include the applicant's unique registration number
- This inbox will be monitored weekdays between 8 am and 4:30 pm CST unless extended hours are posted by exception. Emails received outside this timeframe will be responded to on the next business day.
- All emails must be submitted by the lead applicant. Responses will be sent to the lead applicant and the technical contact for each entity.
- Any emails sent directly to KOBD, or other state staff will be forwarded to the kdc_BEAD@ks.gov inbox for tracking purposes to ensure transparency in all communications.
- All emails sent to KOBD regarding pre-registration, the BEAD Project Application, or any results, will be consolidated for the creation of Frequently Asked Questions (FAQ) to be on the KOBD website.

Additional information and resources for the BEAD program can be found on the [KOBD website](#).



Creating a Grant Portal User Account

Access the portal log-in page using this link: [KDC Grant Portal](#)

From the portal log-in page, click on *Need to Register?*

After reviewing information on the next screen, click the *Registration* button.

KANSAS COMMERCE

Please Note: If you have registered on behalf of an individual or company, please login with their unique information before applying. If you have any questions, please email kdc_salesforce.admin@ks.gov.

Note: Our technical service team will never ask for your password.

Username

Password

Log in

[Forgot your password?](#) [Need to Register?](#)

[Forgot Username?](#)

If you are having issues logging in, please [contact us](#) and provide the email

KANSAS COMMERCE

To get started with your application, please supply the following information.

Please Note: If you're registering on behalf of an individual or company, you need to register with their unique information before applying. If you have any questions, please email kdc_salesforce.admin@ks.gov.

Passwords: Must include 3 of the following: numbers, uppercase letters, lowercase letters, special characters, and be at least 8 characters long.

Registration

[Already have an account?](#)

Complete the required fields in the Create Account pop-up window then click the *Next* button. Required fields are signified by a red asterisk and are as follows:

- First and Last Name
- User Phone Number
- Applying on behalf of? (**MUST select Business**)
- User Email Address

Create Account

Reminder: If you're registering on behalf of an individual or company, you need to register with their unique information before applying.

Personal Information

Title

* Phone

Salutation

Mobile

* First Name

* Last Name

▼ Account Information

* Applying on behalf of ?

☒ Business (or) County (or) City (or) Foundation (or) Tribal Nation (or) 501(c)3 (or) 501(c)6 Organizations

☐ Yourself

- Please enter your email associated with any of the following:

1. Business / Foundation / County / City
2. 501(c)3 Organization
3. 501(c)6 Organization
4. Tribal Nation Organization

With this selection: The Business / County / City / Foundation / Tribal Nation Organization / 501(c)3 Organization / 501(c)6 Organization will receive money from one of our programs.

Note: Other fields are not required but can be filled out with your business contact information.

Company Name

* Email

Please enter your Work / Business Email above

Your user account has now been created. Click the *Finish* button then check your email for a link to set up your account password.

Your Account is Created Successfully.

We've sent an email to the Email address associated with your account.

Please check your inbox for the information to set the Password.

It should be from " KDC_SF_NoReply_noreply@sf.kdc.ks.gov".

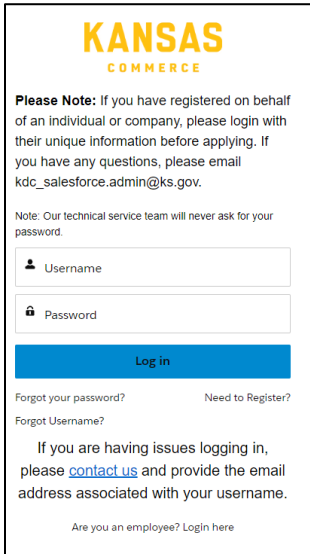
For support please reach out to KDC_Salesforce.Admin@ks.gov

Finish

Accessing and Starting a Pre-Registration Application

Access the portal log-in page using this link: [KDC Grant Portal](#)

Enter your username and password then click the *Log in* button.



KANSAS
COMMERCE

Please Note: If you have registered on behalf of an individual or company, please login with their unique information before applying. If you have any questions, please email kdc_salesforce.admin@ks.gov.

Note: Our technical service team will never ask for your password.

Username

Password

Log in

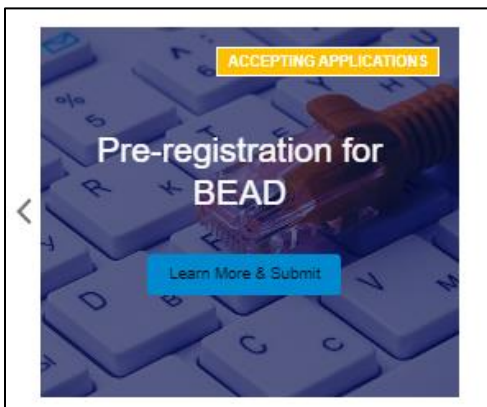
[Forgot your password?](#) [Need to Register?](#)

[Forgot Username?](#)

If you are having issues logging in, please [contact us](#) and provide the email address associated with your username.

Are you an employee? Login here

From the Applicant Portal Home Page, scroll down to locate the *Pre-registration for BEAD* icon and click on the *Learn More & Submit* button.



On the next screen, you will see a program description, important dates, and a reminder message on how to request technical assistance with the portal if needed.

To begin an application, click on the blue *Pre-registration for Bead* button.

Pre-registration for BEAD

Program Description

KOBD is launching a BEAD Pre-registration for interested applicants. It will remain open throughout the BEAD Benefit of the Bargain application window; however, a pre-registration must be submitted in order to complete a Benefit of the Bargain application. This is to ensure that only eligible entities that meet administrative, financial, operational, and compliance requirements are considered for BEAD awards.

Program Details

Current Program Status:

Pre-registration for BEAD

In the pop-up window, you will answer Question 1 of the application (*1. Lead Organization Name) in order to enter the application workspace. **This must be the legal name of the applicant.** This organization will be the financially and legally liable entity for the application(s) and any awarded grant(s). This text box is limited to 80 characters.

Beginning with Question 1, you will also see each field in the application begins with a number which maps to the corresponding information/instructions for that field in this user guide.

BEAD Pre-registration

BEAD Pre-registration

*1. Lead Organization Name

CancelNext

You will now be taken to the Application Workspace. Let’s take a tour of that.

At the top of the screen, you will see a section for system generated information including the application number, application status, requested amount and applying organization. This information will auto-populate as you complete your application.

IA-0000001559

Applied Date	Application Number	Application Status	Requested Amount	Applying Organization
06/26/2025	1559	Draft		BEAD Account

Notes: The Requested Amount field is not applicable in the pre-registration process.
The Applying Organization is automatically set to BEAD Account for system purposes and has no effect on your application.

The bottom half of the workspace is where you will begin to complete the application. It is divided into five (5) sections: Administrative, Financial Legal Disclosures, Capability, Compliance and Upload Documents & Files.

Complete Your BEAD Pre-Registration
This is your workspace for preparing your application. Complete each section in order to submit a compliant request.

BEAD Pre-registration Administrative	SECTION STATUS: Not Started	Get Started
BEAD Pre-registration Financial Legal Disclosures	SECTION STATUS: Not Started	Get Started
BEAD Pre-registration Capability	SECTION STATUS: Not Started	Get Started
BEAD Pre-registration Compliance	SECTION STATUS: Not Started	Get Started

Note: Before you upload your attachments, the file name must follow the format outlined in the Guide, which includes your unique pre-registration number: # 491

Upload Documents & Files
In this section, upload any documents and files that are required to evaluate your request.

SECTION STATUS:
Not Started

[Get Started](#)

Note : Please ensure that all the uploads have unique file names.

Directly above the Upload Documents & Files row on this screen, you will find your “**unique pre-registration number**” listed. This number is **VERY** important and **MUST** be used in each of the files uploaded, replacing the “00” placeholder in the file name format given throughout this guide.

Note: Before you upload your attachments, the file name must follow the format outlined in the Guide, which includes your unique pre-registration number: # 491

Upload Documents & Files
In this section, upload any documents and files that are required to evaluate your request.

SECTION STATUS:
Not Started

[Get Started](#)

Note : Please ensure that all the uploads have unique file names.



Completing the Pre-Registration

You will now work through each section, beginning with Administrative by clicking on the *Get Started* button to the right of the section name.

Note: Questions marked with a red asterisk are required.

Complete Your BEAD Pre-Registration
This is your workspace for preparing your application. Complete each section in order to submit a compliant request.

BEAD Pre-registration Administrative	SECTION STATUS: Not Started	<div>Get Started</div>
BEAD Pre-registration Financial Legal Disclosures	SECTION STATUS: Not Started	<div>Get Started</div>
BEAD Pre-registration Capability	SECTION STATUS: Not Started	<div>Get Started</div>

Administrative Section

This section of the guide describes the applicant information to be entered by the registrant.

In the window that opens after you’ve selected the *Get Started* button above, you will see your Lead Organization Name has pre-populated for you.

Pre-registration Administrative Information

BEAD Pre-registration

* 1. Lead Organization Name (80 Character Limit) ⓘ

KOBD Demo

From here you will begin entering the required information for this section.



2. ***Lead Organization Type:** May be one of the choices listed in the dropdown, or the registrant may select Other. Dropdown options are:
- Broadband Service Provider—an internet service provider with FCC registration number and provider ID number
 - Local Government—a non-tribal government entity within the state of Kansas, e.g., county or municipality
 - Tribal Government—one of the official tribal governments in Kansas as listed by the U.S. Bureau of Indian Affairs
 - State Government—a Kansas state agency other than the Kansas Office of Broadband Development
 - Not-for-Profit—a nonprofit organization within the state of Kansas that facilitates public access to broadband for one or more of the covered populations identified in the Kansas Digital Equity Plan
 - Other—a different type of organization than those listed as options
 - If Other is chosen, a new field will appear where, in 100 characters or less, you will define the type of organization, e.g., a business that expands broadband access for rural residents
3. ***Do you operate in Kansas under a DBA or brand name?** The Lead Organization DBA/Brand may be different than the organization name, e.g., Generic Internet Service Provider may do business as Example ISP. If selecting Yes, then in 100 characters or less, list the relevant DBA and brand names, using semicolons (;) to separate each DBA and brand name.
4. ***Provide Unique Entity ID (UEI):** This is a 12-character alpha-numeric ID assigned to an entity by SAM.gov. Based on the Organization Type, enter applicable identification numbers. If you do not have a UEI number, you must obtain one by registering on the Sam.gov [website](#).
5. ***FCC Registration Number:** This is the organization's 10-digit FCC registration number. If the Lead Organization is a subsidiary and not registered with the FCC, the parent company's FRN should be provided
6. ***Lead Organization Tax Identification:** This may be the organization's EIN or the individual's tax identification number.
7. ***Lead Organization Tax Form:** A completed [W9 form](#) will be uploaded as a PDF in the Upload Documents & Files section. The PDF must follow this file name format, replacing the "00" placeholder with your unique registration number: BEAD01_00_W9_Lead_2_4_1.
- Note: All required files will be uploaded in the Upload Documents & Files section before the registration application can be submitted. For now, continue filling out the remaining fields in the Administrative section.
8. ***Lead Organization Mailing Address:** This is the mailing address of the Lead Applicant Contact. Enter the street address, using a comma (,) to separate any unit, suite, etc., all in the first field. Enter the City, State, Zip Code, and County where asked, in the following fields.
9. ***Lead Organization Website:** This is the URL for the applicant's organization website.



10. ***Lead Applicant Contact Full Name:** This is the full name of the primary contact for the Lead Organization that is financially responsible; this individual should be the single point of contact and available for consultation on application(s) from the organization. All correspondence regarding registration will be directed to the Lead Applicant Contact.
11. ***Lead Applicant Contact Phone:** This is the direct phone number of the Lead Applicant Contact.
12. ***Lead Applicant Contact Email:** This is the email address of the Lead Applicant Contact.
13. ***Lead Organization Project Contact Full Name:** This is the full name of the primary contact for the construction of project(s) proposed by the Lead Organization; this individual should be an engaged contact on the Project Application(s) and during construction.
14. ***Lead Organization Project Contact Phone Number:** This is the direct phone number of the Project Contact and is required.
15. ***Lead Organization Project Contact Email:** This is the email address of the Project Contact.
16. ***Lead Organization Technical Contact Full Name:** This is the full name of the primary contact for the technical aspects, including engineering, of the Project Application(s) proposed by the Lead Organization; this individual must be available for technical consultation.
17. ***Lead Organization Technical Contact Phone Number:** This is the direct phone number of the Technical Contact.
18. ***Lead Organization Technical Contact Email:** This is the email address of the Technical Contact.
19. ***Are you representing a group or consortium:** This asks whether the Lead Organization registrant is leading a group or consortium. If Yes, the number of member organizations (other than the Lead Organization) must be entered in the next field, and the Lead Organization registrant must enter all of the following qualification information for each member organization of the group or consortium.

*** If consortium, how many members are there?**

***Note: Only your answers will appear below after saving. (not questions and answers)**

Click the plus sign to add member organization information. Once you have entered the required information for a member organization (defined on page 12), click the Save button. Repeat this process until all member organizations have been entered.

Membership Information

*** 19. Are you representing a group or consortium?**

Yes

*** If consortium, how many members are there?**

***Note: Only your answers will appear below after saving. (not questions and answers)**

Membership Information - Questions 20 - 30

+

New

Cancel

Previous

Next

20. **Member Organization Name:** This must be the **legal name** of the organization. The text box is limited to 80 characters.
21. **Member Organization:** This may be one of the choices listed in the dropdown, or the registrant may select Other if none of those apply. Dropdown options are:
- Broadband Service Provider—an internet service provider with FCC registration number and provider ID number, whether for-profit or not.
 - Local Government—a non-tribal government entity within the state of Kansas, e.g, county, or municipality
 - Tribal Government—one of the official tribal governments in Kansas as listed by the U.S. Bureau of Indian Affairs
 - State Government—a Kansas state agency other than the Kansas Office of Broadband Development
 - Not-for-Profit—a nonprofit organization within the state of Kansas that facilitates public access to broadband for one or more of the covered populations identified in the Kansas Digital Equity Plan
 - Other—a different type of organization than those listed as options
 - If Other is chosen, a new field will appear where, in 100 characters or less, you will define the type of organization, e.g., a business that expands broadband access for rural residents.
22. **Member Organization Unique Entity ID (UEI):** This is a 12-character alpha-numeric ID assigned to an entity by SAM.gov. Based on the Organization Type, enter applicable identification numbers. If the organization does not have a UEI number, they must obtain one by registering on the Sam.gov [website](#).
23. **FCC Registration Number:** This is the organization’s 10-digit FCC registration number. If the Member Organization is a subsidiary and not registered with the FCC, the parent company’s FRN should be provided.
24. **Member Organization Tax ID:** This may be the organization’s EIN or the individual’s tax identification number.
25. **Member Organization Tax Form:** A completed [W9 form](#) will be uploaded as a PDF in the Upload Documents & Files section. The PDF must follow this file name format, replacing the “00” placeholder with your unique registration number: BEAD01_00_W9_Member_2_4_1. For multiple member organizations, add sequential numbers onto the word “Member” in the file name, e.g., BEAD01_00_W9_Member2_2_4_1
26. **Member Organization Mailing Address:** This is the mailing address for the organization and is required. Enter the street address, using a comma (,) to separate any unit, suite, etc., all in the first field. Enter the City, State, Zip Code, and County where asked, in the following fields.
27. **Member Organization Website:** This is the URL for the organization’s website.
28. **Member Applicant Full Name:** This is the name of the primary contact for the member organization.
29. **Member Applicant Contact Number:** This is the direct phone number for the Member Applicant.
30. **Member Applicant Contact Email:** This is the email address for the Member Applicant.

When finished entering all member organization information, click the *Next* button. You will be returned to the Application Workspace and then need to select the *Get Started* button for the Financial Legal Disclosure section.



Financial Legal Disclosures Section

This section of the guide relates to the minimum qualifications for financial capability of the applicant; the finance details of managerial, operational, and technical capacity of the applicant; the qualification of ownership; and the disclosure of other funded projects.

Vol 2 Reference: In accordance with 2.4.1 of the Kansas Initial Proposal Volume 2, KOBID must ensure grants to last mile broadband deployment projects occur through a fair, open, and competitive process. As a fundamental requirement, applicants must fully disclose any real or apparent (perceived) Conflicts of Interest. Kansas law prohibits direct collusion between bidders or applicants for state-provided funds; these rules directly apply to BEAD funds.

31. Non-Conflicts of Interest Statement: This is an attestation form used to disclose any Conflicts of Interest (COIs) and to agree to comply with requirements and other federal regulations relating to COIs. **Registrants must download and use the form from the KOBID website.** The PDF attachment must follow this file name format, replacing the “00” placeholder with your registration number: BEAD01_00_COI_2_4_1

32. Non-Collusion Statement: This is an attestation to abide by requirements designed to mitigate the risks of indirect collusion between applicants in the form of public communication about desired service areas, funding requests, or other information that could lead to anti-competitive signaling behavior or other forms of coordination by applicants. **Registrants must download and use the form from the KOBID website.** The PDF attachment must follow this file name format, replacing the “00” placeholder with your registration number: BEAD01_00_Collusion_2_4_1.

Vol 2 Reference: In accordance with 2.4.15 of the Kansas Initial Proposal Volume 2, KOBID must ensure those deploying network facilities meet the minimum qualifications for financial capability to complete and operate the proposed project. To the extent that a single file could fulfill multiple requirements, please repeat the attachment as necessary to fulfill each response as applicable; for example, an Annual Report may contain two years of financials, an auditor's statement, and the Management Letter. Materials must be entered for each required response, no blank fields. While multiple PDFs can be uploaded, they must all be uploaded at the same time. If you hit "Save" after uploading one, you then have to "Replace File" and start all over again. Please note that the portal will not alert you if you enter the same file multiple times, either between upload requirements or within the same upload requirement.

33. Financial Capability Narrative: This must be limited to 3 pages at no smaller than 11 font. The narrative must outline the qualifications of the Lead Organization and each Consortium Member. The PDF attachment must follow this file name format: BEAD01_00_Financial_2_4_1.

33a. Audited Financial Statements: This file is a required upload for all registrants regardless of years of service or operation. The PDF must follow this file name format: BEAD01_00_Audited_2_4_11c.

Vol 2 Reference: In accordance with 2.4 of the Kansas Initial Proposal Volume 2, KOBID must require applicants to “submit audited financial statements for the most recent two (2) years and must include fiscal year 2023. For newly formed entities, no waiver is available for this requirement.” Financial statements must include income statement, balance sheet, cash flow statements, auditor’s opinion, management letter, and any other statements, schedules—including any Schedule of Expenditures of Federal Awards, disclosures, or representations made. For public, tribal, and non-profit entities, it is allowable to use the appropriate and requisite financial statement, auditor’s opinion, management letter, and any other statements, schedules, disclosures, or representations. Audits must be conducted based on AICPA standards for Generally Accepted Audit Standards (GAAS), General Accounting Office (GAO) standards for Government Auditing Standards for government applicants; or for municipalities that opt-out of GAO standards, the cash-basis accounting as defined in Kansas Statute 10-1102. Note that there is a 2GB size limit for each file.

34. ***Have you provided broadband service in Kansas in the previous 2 years from the date of this application?**
35. ***Have you provided only electric distribution or transmission service in Kansas?** If yes, then the following file uploads are required:
- 35a. Qualified operating or financial reports that were filed with the relevant financial institution or regulatory agency during the two years prior to the date of application. The PDF must follow this file name format: BEAD01_00_Reports_2_4_15d.
 - 35b. Auditor's Statement must include the audited financial statements and the auditor's opinion. The PDF must follow this file name format: BEAD01_00_Auditor_2_4_15d.
 - 35c. Organizational Chart of Structural Separation is a narrative, limited to 3 pages at no smaller than 11 font, describing the organizational structure that separates the electric transmission or distribution service from the broadband operations, to prevent any cross subsidization of electric transmission or distribution operations by the broadband operations. The PDF must follow this file name format: BEAD01_00_Separation_2_4_15d.
36. ***Are you a new broadband service provider in Kansas?** If so, then submit evidence of sufficient operational capabilities in a single PDF to certify that applicant has sufficient operational capabilities. New entrants into Kansas must submit evidence sufficient to demonstrate that the newly formed entity has obtained, through internal or external resources, sufficient operational capabilities. Sufficient evidence may include resumes from key personnel, project descriptions and narratives from contractors, subcontractors, or other partners with relevant operational experience, or other comparable evidence. Operational capabilities of the Lead Organization and each Consortium Member as applicable must demonstrate experience in operating a broadband network. Note that there is a 2GB size limit for each file. The PDF attachment must follow this file name format: BEAD01_00_Evidence_2_4_15e.
- Vol 2 Reference:* In accordance with 2.4.16 of the Kansas Initial Proposal Volume 2, KOBd must ensure that those deploying network facilities meet ownership disclosure requirements outlined in 47 C.F.R. § 1.2112(a)(1)-(7). The following attachments address these requirements.
37. ***Ownership Information Narrative:** This response is limited to 3 pages at no smaller than 11 font. The narrative must describe each of the parties listed in the fielded windows below, including the party's principal business and the relationship to the applicant; e.g., Company A owns 10% of Company B (the applicant) and 10% of Company C, then Companies A and C must be listed on Company B's application, where C is an FCC licensee and/or license applicant. The PDF must follow this file name format: BEAD01_00_Ownership_2_4_16.
38. **Ownership Information** asks the applicant to list the real party or parties with interest in the applicant or application, including a complete disclosure of the identity and relationship of those persons or entities directly or indirectly owning or controlling (or both) the applicant; and list any FCC-regulated entity or applicant for an FCC license, in which the applicant or any of the parties with interest in the applicant, owns 10% or more of stock.

Click the plus sign to add each party's information. Once you have entered the required information for each shareholder/owner (defined on pages 15-17), click the Save button. Repeat this process until all shareholders/owners have been entered.



Ownership Type: Select from the dropdown options. Fill out the following fields if selecting Shareholder or Owner in the applicant or application:

Shareholder or Owner Name: List the real party or parties in interest in the applicant or application, including a complete disclosure of the identity and relationship of those persons or entities directly or indirectly owning or controlling (or both) the applicant. The Shareholder or Owner Name is limited to 80 characters.

Company Legal Structure: This identifies if the Shareholder or Owner is a Limited Partnership, Limited Liability, or General Partnership. If the entity has another legal structure, such as Joint Venture, then add that legal structure to the end of the entity Name and choose General Partnership to proceed.

Percentage of Ownership: This is the specific amount of the interest or percentage, up to one decimal place, held by the Shareholder or Owner. In the case of a Limited Partnership, the interest would be calculated according to the percentage of equity paid in or the percentage of distribution of profits and losses. Regardless of Company Legal Structure, for a Shareholder or Owner holding indirect ownership, interests in the applicant are determined by successive multiplication of the ownership percentages for each link in the vertical ownership chain, that equals 10% or more of the applicant, except that if the ownership percentage for an interest in any link in the chain exceeds 50% or represents actual control, it shall be treated and reported as if it were a 100% interest.

Shares Voting or Non-Voting: This identifies if the Shareholder or Owner is voting or nonvoting.

Common or Preferred Shares: This identifies if the Shareholder or Owner's shares are common or preferred.

Owner Address: This is the address of the Shareholder or Owner. The City, State and County names are limited to 60 characters, and the zip code is limited to 10 characters.

U.S. Citizenship: This identifies if a Shareholder or Owner holding Ownership of 10% or greater is a U.S. citizen or not. This question only appears if the Percentage of Ownership is 10% or greater.

Does Shareholder or Owner have ownership in another FCC-regulated entity or applicant for an FCC license?

This is intended to capture such relationships as: Company A owns 10% of Company B (the applicant) and 10% of Company C (an FCC licensee and/or license applicant), so Companies A and C must be listed on Company B's application.

Name of FCC-regulated entity: List the name of the FCC-regulated entity or applicant for an FCC license, in 100 characters or less.

Legal Structure of FCC-regulated entity: This is whether the FCC-regulated entity or applicant for an FCC license is a Limited Partnership, Limited Liability, or General Partnership.

Percentage of Ownership in FCC-regulated entity: This is the specific amount of the interest or percentage, up to one decimal place, held by this Shareholder or Owner in the FCC-regulated entity or applicant for an FCC license. In the case of a Limited Partnership, the interest would be calculated according to the percentage of equity paid in or the percentage of distribution of profits and losses. Regardless of Company Legal Structure, for a Shareholder or Owner holding indirect ownership, interests in the applicant are determined by successive multiplication of the ownership percentages for each link in the vertical ownership chain, that equals 10% or more of the applicant, except that if the ownership percentage for an interest in any link in the chain exceeds 50% or represents actual control, it shall be treated and reported as if it were a 100% interest.

Shares Voting or Non-Voting: This identifies if the Shareholder or Owner in the FCC-regulated entity or applicant for an FCC license is voting or nonvoting.

Common or Preferred Shares: This identifies if the Shareholder or Owner's shares in the FCC-regulated entity or applicant for an FCC license are common or preferred.

Also list any **FCC-regulated entity or applicant for an FCC license**, in which the applicant or any of the parties with interest in the applicant, owns 10% or more of stock. Click the plus sign to add each party's information. This is intended to capture such relationships as: Company A owns 10% of Company B (the applicant) and 10% of Company C (an FCC licensee and/or license applicant), so Companies A and C must be listed on Company B's application.

Ownership Type: Select from the dropdown options. Fill out the following fields if selecting Shareholder or Owner in another FCC-regulated entity.

If this Shareholder or Owner is other than the applicant, then list the **Shareholder or Owner Name** holding 10% or more of Ownership in the FCC-regulated entity or applicant for an FCC license is limited to 80 characters.

If this Shareholder or Owner in the FCC-regulated entity or applicant for an FCC license is other than the applicant, then choose the **Company Legal Structure of this Shareholder or Owner:** Limited Partnership, Limited Liability, or General Partnership.

If this Shareholder or Owner in the FCC-regulated entity or applicant for an FCC license is other than the applicant, then list the **Owner Address of this Shareholder or Owner.** The City, State and County names are limited to 60 characters, and the zip code is limited to 10 characters.

If this Shareholder or Owner in the FCC-regulated entity or applicant for an FCC license is other than the applicant, then answer whether the **Shareholder or Owner is a U.S. citizen or not.**

Name of FCC-regulated entity is the name of the FCC-regulated entity or applicant for an FCC license in which the Shareholder or Owner holds 10% or more of Ownership.

Legal Structure of FCC-regulated entity is whether the FCC-regulated entity or applicant for an FCC license is a Limited Partnership, Limited Liability, or General Partnership.

Percentage of Ownership in FCC-regulated entity is the specific amount of the interest or percentage, up to one decimal place, held by this Shareholder or Owner in the FCC-regulated entity or applicant for an FCC license. In the case of a Limited Partnership, the interest would be calculated according to the percentage of equity paid in or the percentage of distribution of profits and losses. Regardless of Company Legal Structure, for a Shareholder or Owner holding indirect ownership, interests in the entity is determined by successive multiplication of the ownership percentages for each link in the vertical ownership chain, that equals 10% or more of the entity, except that if the ownership percentage for an interest in any link in the chain exceeds 50% or represents actual control, it shall be treated and reported as if it were a 100% interest.

Shares Voting or Non-Voting is whether this Shareholder or Owner in the FCC-regulated entity or applicant for an FCC license is voting or nonvoting.

Common or Preferred Shares is whether this Shareholder or Owner's shares in the FCC-regulated entity or applicant for an FCC license are common or preferred.

Vol 2 Reference: In accordance with 2.4.17 of the Kansas Initial Proposal Volume 2, KOBD must ensure that those deploying network facilities meet the minimum qualifications for providing information on other public funding.

39. **Previous Public Funding Information Narrative** must be limited to 3 pages at no smaller than 11 font, to disclose any application that the applicant has submitted or plans to submit, and every broadband deployment project that the applicant or its affiliates are undertaking or have committed to undertake using public funds. The narrative must disclose the speeds of the fastest service that will be available to Community Anchor Institutions in the project area of any infrastructure projects, in Mbps download/upload, and if those CAIs served are participating in the FCC E-rate or Rural Health Care programs. The PDF must follow this file name format: BEAD01_00_Public_2_4_17.

40-41. **Public Funding:** Disclose any public funded (federal or state) broadband deployment projects the applicant or consortium members are receiving or have applied to receive, and describe the nature and commitments made or required in exchange for those public funds. Disclose any application the applicant or consortium member has submitted or plans to submit, for broadband (infrastructure) deployment projects that the applicant is undertaking or has committed to undertake, and that use public funds under a federal or state program not named BEAD.

Click the plus sign to add information about each project. One you have entered the required information for each project (defined on pages 16-17), click the **Save** button. Repeat this process until all projects have been entered.

40 - 41. Public Funding (Note: Only broadband projects must be disclosed.)

New

Program Name: This is the name of the applicable program supporting the project.

Applicant Name: This is the name of the applicant receiving or applying to receive the public funds for the project.

Funds Source: This is whether the public funds are federal or state.

Date of Award: This is the date that the public funds were, or anticipated to be, awarded for the project.

Public Funds Amount: This is the dollar amount of funds that were, or anticipated to be, awarded.

Match Amount Committed: This is the amount committed toward the project as a percentage of the total project costs. You may enter the percentage up to one decimal place, e.g., 33.3%.

Commitments made in exchange for funds: Describe the commitments made in exchange for the funds, including all milestones, deliverables, timing, and metrics of success.

If the project involves infrastructure, then the applicant must disclose additional information:

- **Geography Metric:** This is whether the geographic area to be covered by the project is measured at the level of a Census Block, Census Block Group, County, Defined Project Area, or Not Specified.
- **Geography of Award Attachment Reference Number:** This is the reference number, up to three digits, that you choose to use in the file name of the attachment that shows the geographic area to be covered by the project.
- **Unserved Locations:** This is the number of unserved locations included in the committed project area.
- **Underserved Locations:** This is the number of underserved locations included in the committed project area.
- **Technology to be Used:** This is whether the technology delivering service is Fiber-To-The-Home, Hybrid Fiber-Coaxial, Wireless, DSL, Satellite, or Other.

- **Download Speed:** This is the download speed of the fastest service plan offered in Mbps, entered as number; e.g., if the service is 100 Mbps/20 Mbps, then enter 100.
- **Upload Speed:** This is the upload speed of the fastest service plan offered in Mbps, entered as number; e.g., if the service is 100 Mbps/20 Mbps, then enter 20.
- **Latency:** This is the latency, in milliseconds, of the broadband service to be provided, entered as a number.
- **CAI Locations:** This is the number of Community Anchor Institutions included in the committed project area.
- **Symmetrical Speeds:** This is the speeds of the fastest symmetrical service plan offered in Mbps, entered as number; e.g., if the service is 1000 Mbps/1000 Mbps, then enter 1000.
- **CAI Participation:** This is whether or not those CAIs are known to participate in FCC E-Rate, Rural Health Care, or none; select any of these three options in the dropdown. Regardless of which is selected, if any CAIs that subscribe to service from the applicant are also known to participate in either of the FCC E-Rate or Rural Health Care programs, the applicant must upload a CSV of the CAI locations indicating which participate in which programs.
- **Consumer Pricing:** This is the cost of service, of 100/20 Mbps or faster subscription plan, consumer plan pricing, entered as the dollar amount per month.
- **Business Pricing:** This is the service plan, of 100/20 Mbps or faster subscription plan, business plan pricing, entered as the dollar amount per month.
- **Completion Date:** This is the date by which the applicant committed to completing the project.

42. Geography of Award: For broadband (infrastructure) deployment projects, also upload a PDF of the geography of each award, showing the geographic area to be covered by the infrastructure project. Note that there is a 2GB size limit for each file. Upload a file for each award, including the applicable reference number (###) in each file name: BEAD01_00_GeoArea_###_2_4_17.

When finished entering all projects, click the *Next* button. You will be returned to the Application Workspace and then need to select the *Get Started* button for the Capability section.

Capability Section

This section of the guide relates to the minimum qualifications for managerial, operational, and technical capacity of the applicant. Narratives have specified page limits with no smaller than 11 font, described below for each attachment required. Detail of what must be included in each attachment is also described below.

Managerial Capability

Vol 2 Reference: In accordance with 2.4.12 of the Kansas Initial Proposal Volume 2, KOBID must ensure that those deploying network facilities meet the minimum qualifications for managerial capability. Required organization charts must cover all parent, subsidiaries, and affiliates involved in and responsible for BEAD funded infrastructure projects, and the organization charts must include all levels of management including direct reports to the key management personnel and upward through the chain of command to the CEO/President. Identification of key management personnel functions listed below, must include, but are not limited to:

- Procurement (Materials, Labor, Vendor Management)
- Marketing (Pricing Plans including Low-Cost Option and Middle-Class Affordability, Advertising)
- Construction
- Engineering (Design, Environmental/Historical Studies, Permits)
- Network Operations (Network Monitoring, Circuit Deployment, Reliability)
- Customer Service (Call Center, Installation and Repair Technicians, Outage Reporting, Customer Credits)
- Finance (Budget, Reporting, Financing, Billing, Payables)

43. Managerial Capability Narrative: This must be limited to 3 pages at no smaller than 11 font. If a key management personnel position is currently vacant, the applicant must include a staffing plan and projected date of hire. Any key management position staffed by a contractor/subcontractor individual or firm must be identified as such, and disclosure of the duration and renewal clauses is required. The PDF attachment must follow this file name format: BEAD01_00_Manual_2_4_12.

44. Organization Chart: An org chart of key management personnel must be uploaded as a single PDF attachment that must follow this file name format: BEAD01_00_Org_2_4_12a.

45. Organization Chart of parent and its subsidiary and affiliated entities: If they exist and are involved and responsible for BEAD funded infrastructure projects, must be uploaded in a single PDF. The organization chart must clearly demonstrate the relationship between the parent and its affiliates and subsidiaries. The PDF attachment must follow this file name format: BEAD01_00_Sub_2_4_12a.

46. Identify key management personnel for planning and sustainability: This is a narrative limited to 1 page at no smaller than 11 font. The personnel should include the Lead Organization Technical Contact. The PDF attachment must follow this file name format: BEAD01_00_Personnel_2_4_12a.

47. Identify key management personnel for deployment: This is a narrative limited to 1 page at no smaller than 11 font. The personnel should include the Lead Organization Project Contact. The PDF attachment must follow this file name format: BEAD01_00_Deployment_2_4_12a.

48. Identify key management personnel for operations: This is a narrative limited to 1 page at no smaller than 11 font. The PDF attachment must follow this file name format: BEAD01_00_Operations_2_4_12a.

49. Resumes of key management personnel: These are for personnel involved in and responsible for BEAD funded infrastructure projects and must be uploaded in a single PDF attachment. Note that there is a 2GB size limit for each file. The PDF must follow this file name format: BEAD01_00_Resumes_2_4_12a.

50. Describe the experience and qualifications of key management personnel: This is a narrative limited to 3 pages at no smaller than 11 font. Describe the capability of personnel for undertaking this project and prior experience undertaking projects of comparable size and scope, especially in Kansas. The PDF attachment must follow this file name format: BEAD01_00_Experience_2_4_12b.

51. Organization Chart of CEO/President to Board of Directors, or the appropriate governmental or non-profit board reflecting the relationship to the CEO/President: This is a separate organization chart uploaded in a single PDF attachment that must follow this file name format: BEAD01_00_Board_2_4_12a.

52. Disclose organizational changes, including any mergers and acquisitions, bankruptcy, legal actions, relevant organizational policies, and recent and upcoming organizational changes: This is a narrative limited to 3 pages at no smaller than 11 font. Relevant organization policies include, but are not limited to:

- Equal Opportunity Employment
- Labor Standards and Protection
- Workforce Development of a skilled and credentialed workforce
- Compliance with employment law and union contracts

The PDF attachment must follow this file name format: BEAD01_00_Changes_2_4_12b.

53. Summary of Readiness to manage a broadband services network: This is a narrative limited to 3 pages at no smaller than 11 font. By each functional area, describe the applicant's readiness to deploy, manage, and sustain a broadband services network. If additional staffing is required in a functional area, staffing plans, including a timeline, must be described with a percentage mix of employees and contractor/subcontractor headcount. The PDF attachment must follow this file name format: BEAD01_00_Readiness_2_4_12b.

Operational Capability

Vol 2 Reference: In accordance with 2.4.15 of the Kansas Initial Proposal Volume 2, KOBD must ensure those deploying network facilities meet the minimum qualifications for operational capability to complete and operate the proposed project. Either the applicant has provided a voice, broadband, and/or electric transmission or distribution service for at least the two (2) consecutive years prior to the date of its application submission or it is a wholly owned subsidiary of such an entity and would then certify evidence to that effect; or the applicant is a new entrant, and additional evidence must be submitted to sufficiently demonstrate operational capabilities have been obtained. Operational capabilities include, but are not limited to, the following details:

- Years providing internet service
- Current households, businesses, and community anchor institutions subscribing to internet service
- Network monitoring and restoration capabilities
- Any quality-of-service metrics and/or reports
- Completed federal or state funded deployment projects, with their source of funding and timeliness of completion or non-completion; any awards turned back or clawed back to any agency
- Penalties paid by the applicant, a subsidiary or affiliate of the applicant or the holding company of the applicant relative to deployment projects
- The number of times the applicant has ever been a defendant in any federal or state criminal proceeding or civil litigation along with final rulings, details on any penalties assessed or provisions against future service

54. Operational Capability Narrative: This must be limited to 3 pages at no smaller than 11 font, and a CAI Participation List (that is in addition to the narrative, not subject to that 3-page limit) must include any CAIs known to subscribe to service from the applicant if the CAIs also participate in either of the FCC E-Rate or Rural Health Care programs. Please include the CAI name, address information, and indicate the specific program of participation. The operational capability details listed above must be addressed in the Narrative, starting with the number of years the applicant has provided internet service. This narrative certifies that the applicant possesses the operational capability to complete and operate the proposed project. The Narrative PDF attachment must follow this file name format: BEAD01_00_Operational_2_4_15

54a. The CAI Participation List is a CSV file that must be uploaded if any CAIs are included in the Operational Capability Narrative. The applicant must use the template available on the KOBD website and follow this name format: BEAD01_00_CAI_2_4_15.

55. and 56. Are intentionally blank here and relate to requirements that were moved to #62.a. since they relate to compliance with FCC rules and regulations.

57. Availability details of operational capability. These details relate to the number of current and potential subscriptions of internet service, as applicable.

Click the plus sign to enter information about the service availability from the applicant, which is required, only once; click Save, and then click the *Next* button.



Classification	Definition
Households	Number of locations where 100/20 Mbps or faster residential service is available
Businesses	Number of locations where 1Gbps symmetrical or faster business service is available
CAIs	Number of Community Anchor Institutions where 1Gbps symmetrical or faster service is available
Subscribers	All current Kansas subscriptions to any internet service regardless of technology
ACP	Number of subscriptions under the Affordable Connectivity Program

58. Describe **network monitoring and restoration capabilities** in a narrative limited to 1 page at no smaller than 11 font, for the Lead Organization and each Consortium Member in a single PDF. While this is missing from the Capability windows, it is listed in the Uploads section of the portal. The PDF attachment must follow this file name format: BEAD01_00_Network_2_4_15a

59. **Any quality-of-service metrics and/or reports addressed in the Operational Capability Narrative** must also be separately included for the Lead Organization and each Consortium Member Organization in a single PDF. Quality of service may relate, but are not limited to, number of calendar days to install requested service; any service outage credits available or offered, and at what rate; trends to service prices, and any enforceable commitments to hold prices or only increase at rates no greater than the Consumer Price Index for All Urban Consumers (CPI-U) for the Midwest Region. The PDF attachment must follow this file name format: BEAD01_00_Quality_2_4_15a

60. **Prior Grants:** Disclose any completed or non-completed federal or state funded deployment projects, the source of funding, dates of completion or non-completion, and penalties or claw back of public funds.

Click plus sign to list details on each prior grant. One you have entered the required information for each grant, click the Save button. Repeat this process until all grants have been entered.

60. Disclose any penalties on prior grants, or awards turned back or clawed back


New

The fields of information include:

Grant Name: This is the name of the grant program under which funds were awarded, but this is limited to 80 characters.

Reference Number: This is any number or reference to your specific award, but this is limited to 80 characters.

Source of Funds: This is whether the source of funds is federal or state.

Entity Name: This is name of the funding entity or agency awarding funds in 100 characters or less.

Date of Award: This is when the grant was awarded.

Award Amount: This is the dollar amount of the public funds awarded for this grant.

Status: Choose from the dropdown whether the status of the funded project is pending, completed on time, completed late, or abandoned.

Was there a penalty or claw back on this award? If a penalty or claw back was incurred, applicant will need to provide the following:

- **Date:** This is the date that the penalty or claw back was levied.
- **Reason:** Disclose the reason for the penalty or claw back in 255 characters or less.
- **Amount:** This is the dollar amount of the penalty or clawed back from the grant.
- **Has the penalty been paid or the claw back actions completely resolved yet?** Indicate whether or not there is closure.

62. Legal Actions Against Applicant: Disclose any instance in which the applicant was a defendant in any federal or state criminal proceeding or civil litigation along with final rulings, details on any penalties assessed or provisions against future service.

Click the plus sign to add each case. Once you have entered the required information for each case, click the Save button. Repeat this process until all cases have been entered.

62. Disclose any instance in which the applicant was a defendant

New

The fields of information include:

- **Type of Case:** This is whether the case civil or criminal.
- **Case or File Number:** This is the case reference number and is limited to 50 characters.
- **Entity Bringing Case:** This is the name of the entity bringing case against the applicant, which is limited to 80 characters.
- **Date Case Opened:** This is the date that the case was opened.
- **Date Case Closed:** This is the date that the case was closed or anticipated to be closed.
- **Disposition or Findings:** Disclose the final rulings in 100 characters or less.
- **Future Encumbrances:** This is whether or not there are future encumbrances. If yes, then describe any restrictions on service provisioning and impacts, in 100 characters or less.

62.a. Evidence supporting compliance with FCC rules and regulations: Information must be submitted in a single PDF to certify that the timely filing of FCC Form 477 and the Broadband DATA Act submission during the two years prior to the date of application. Evidence may include, but is not limited to, the biannual submission acknowledgements by the FCC of Form 477 filings. A narrative is required of applicants who have not or do not file Form 477. Note that there is a 2GB size limit for each file. The PDF attachment must follow this file name format: BEAD01_00_Evidence_2_4_15c.

62.a. **Disclose any FCC issues, enforcement actions, etc. in the fielded window.** Disclosures must include any Form 477 issues, corrections, or other actions requested by the FCC about any data irregularities, missed filings, or any other inquiry; and any pending or completed enforcement action, civil litigation, or other matter in which compliance failure occurred or was alleged with regard to FCC rules or regulations.

Disclosure of FCC issues, enforcement actions, etc.

*Note: Only your answers will appear below after saving. (not questions and answers)

62.a Disclose any FCC issues, enforcement actions, etc.

New

The fields of information include:

- **Agency:** FCC or other agency bringing the proceeding
- **Other:** Describe the other agency within 40 characters
- **Number:** The case or file reference number, but this is limited to 50 characters
- **Nature:** Describe the nature of the proceeding within 100 characters
- **Opened:** A date field for when the case was opened
- **Closed:** A date field for when the case may have closed
- **Disposition:** Describe the findings or disposition of the case within 100 characters
- **Encumbrances:** Indicate whether or not there are future encumbrances that result in Restrictions
- **Restrictions:** If applicable, describe restrictions on service provisioning and impact within 100 characters

63. Supporting Evidence for Years of Service: This is a narrative to certify that the applicant has provided voice, broadband, and/or electric transmission or distribution service for at least two years prior to the application, in a single PDF. While this was listed in the Capability section prior to the fields for 62, it is listed in order in the Uploads section. Include evidence from the Lead Organization and each Consortium Member as applicable. Evidence supporting the certification may include, but is not limited to:

- Financial Statements
- Form 477 filings
- Certification(s) by the Kansas Corporation Commission
- Federal and/or USF Filings and Disbursements
- Board Meeting Minutes and Resolutions
- Count of Broadband subscribers in Kansas including ACP

Note that there is a 2GB size limit for each file. The PDF attachment must follow this file name format: BEAD01_00_Evidence_2_4_15b.

Vol 2 Reference: In accordance with 2.4.13 of the Kansas Initial Proposal Volume 2, KOBD must ensure those deploying network facilities are technically qualified to complete and operate the proposed project.

Technical Capability

65. Narrative describing the technical capability of the applicant and any consortium members: This is a narrative limited to 3 pages at no smaller than 11 font. Qualifications must demonstrate the Lead Organization and each Consortium Member are capable of carrying out the funded activities in a competent manner, including the use of an appropriately skilled and credentialed workforce. The PDF attachment must follow this file name format: BEAD01_00_Technical_2_4_13.

When finished all questions in the Capability section, click the *Next* button. You will be returned to the Application Workspace and then need to select the *Get Started* button for the Compliance section.

Compliance Section

Along with final attestations to your registration, the following requirements must be affirmed.

Vol 2 Reference: In accordance with 2.16.3 of the Kansas Initial Proposal Volume 2, KOBD must account for and satisfy authorities relating to civil rights and nondiscrimination. Additionally, compliance with state-specific requirements is required. In accordance with 2.16.2 of the Kansas Initial Proposal Volume 2, compliance is required for additional project-specific requirements. In accordance with 2.7 of the Kansas Initial Proposal Volume 2, KOBD must ensure compliance with Labor Standards and Protections Acts. Under no circumstances does a worker-led health and safety committee mitigate compliance with all applicable federal, state, territorial, and local laws.

66. *** Does the lead organization and consortium member organizations agree to comply with Parts II and III of Executive Order 11246, Equal Employment Opportunity?**

67. *** Does the lead organization and consortium member organizations agree to comply with Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency?**

68. *** Does the lead organization and consortium member organizations agree to comply with Executive Order 13798, Promoting Free Speech, and Religious Liberty?**

69. *** Does the lead organization and consortium member organizations agree to comply with Executive Order 18-04 establishing State of Kansas Policy Against Sexual Harassment, Discrimination, and Retaliation?**

70. *** Does the lead organization and consortium member organizations certify that their respective companies are not engaged in the procurement or obtainment of certain equipment, services, or systems pursuant to Public Law 115-232, Section 889, Policies of the John S McCain National Defense Authorization Act of 2019?**

71. *** Does the lead organization and consortium member organizations agree to comply with the terms listed in HB 2482 of the 2018 State of Kansas Legislative Session, stating that the applicants are not engaged in a boycott of goods or services from Israel that constitutes an integral part of business conducted or sought to be conducted with the State?**

72. *** Does the lead organization and consortium member organizations agree to Site Visits for Technical Field Audits by KOBD Staff and contractors for compliance with Service Milestones subject to reasonable notice and conditions?** Site Visits for Technical Field Audits must occur as part of the NTIA required “robust subgrantee monitoring practices.” A Technical Field Audit and Compliance Team will perform, develop, and implement risk assessments and monitoring plans, which will be reviewed quarterly. Additional detail of the program includes, “project monitoring will include Site Visits, Desk Reviews, Internal Compliance Reviews, and Final Financial Reviews.”

73. *** Does the lead organization and consortium member organizations agree to submit a quarterly progress report to KOBD for each BEAD grant award to monitor performance?** Quarterly progress reports will comply with the BEAD requirement of “timely subgrantee reporting mandates.” Additional detail of the program includes, “Prior to any reimbursement of Eligible Costs, Grantee shall submit a quarterly report that aligns with the percentage of the Project completed and provide all the necessary supporting documentation, which may include providing proof of payment.”

74. *** Does the lead organization and consortium member organizations agree to grant disbursements on a cost reimbursement basis based on service milestones?** Disbursements must occur on a cost reimbursement basis to be in compliance with NTIA, “Distribution of funding to subgrantees for, at a minimum, all deployment projects on a reimbursable basis,” and in accordance with K.S.A. § 75-5094, the Grantee will be compensated on a cost

reimbursement basis. Additional detail of the program includes, “Grant Funds shall be distributed monthly to Grantee for actual, reasonable, and necessary Eligible Costs based upon Grantee’s Budget.”

75. *Does the lead organization and consortium member organizations agree to final payment and claw back procedures as outlined in Volume 2? Final payment and, specifically “the inclusion of claw back provisions,” are required in accordance with BEAD requirements. The grant agreement shall include claw back provisions for any failure to perform against timeline commitments, deployment progress, or failure to complete passings as agreed at the time of the enforceable grant commitment. Additional detail of the program includes, “A final payment of 10% of the Grant Amount will be held until final completion of the Project and will be paid to Grantee upon final closeout reporting submission.”

76. *Does the lead organization and consortium member organizations agree to comply with Fair Labor Practices Acts? These include the Fair Labor Standards Act: Establishment of minimum wage, overtime pay, recordkeeping, and child labor standards affecting full-time and part-time workers across private and public sectors; the Occupational Safety and Health Act: Establishment of safe and healthy workplace standards; and the Service Contract Act: Establishment of standards for contractors and subcontractors performing services on prime contracts in excess of 2,500.

77. *Does the lead organization and consortium member organizations agree to comply with Civil Rights and Nondiscrimination Acts? These include Title VI of the Civil Rights Act of 1964 (See also 15 C.F.R. Part 8): Prohibition on discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance, including from the Department of Commerce; Title IX of the Education Amendments of 1972: Prohibition of discrimination on the basis of sex under federally assisted education programs or activities; The Americans with Disabilities Act of 1990: Prohibition of discrimination on the basis of disability under programs, activities, and services provided or made available by Eligible Entities and local governments or instrumentalities or agencies thereto, as well as public or private entities that provide transportation; Section 504 of the Rehabilitation Act of 1973: Prohibition of discrimination on the basis of handicap under any program or activity receiving or benefiting from federal assistance; and The Age Discrimination Act of 1975: Prohibition of discrimination on the basis of age in programs or activities receiving federal financial assistance.

78. *Does the lead organization and consortium member organizations agree to comply with relevant Executive Orders? These include Parts II and III of Executive Order 11246, Equal Employment Opportunity: Requires that federally assisted construction contracts incorporate and fulfill the nondiscrimination provisions of §§ 202 and 203 of E.O. 11246 and Department of Labor regulations implementing E.O. 11246 (41 C.F.R. § 60-1.4(b)); Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency: Requires federal agencies to examine the services that they provide, identify any need for services to those with limited English proficiency (LEP), and develop and implement a system to provide those services so LEP persons can have meaningful access to them; and Executive Order 13798, Promoting Free Speech, and Religious Liberty (see also OMB M-20-09 Guidance Regarding Federal Grants and Executive Order 13798): States or other public grantees may not condition sub-awards of federal grant money in a manner that would disadvantage grant applicants based on their religious character.

79. *Does the lead organization and consortium member organizations agree to comply with all applicable federal, state, territorial, and local employment laws?

80. *Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local safety, and health laws, including OSHA?

81. *Does the lead organization and consortium member organizations agree to comply with all applicable Underground Plant Protect (Kansas 811) laws and regulations?

82. *Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local wireless infrastructure siting laws, and regulations?

83. ***Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local laws, and regulations on the use of public Right-Of-Ways?**
84. ***Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local consumer privacy laws?**
85. ***Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local laws, and regulations on data breach notification (cybersecurity) laws and regulations?**
86. ***Does the lead organization and consortium member organizations agree to comply with applicable FCC laws and regulations, e.g., ACP participation, filing of FCC Form 477 and the Broadband DATA Act submission?**
87. ***Does the lead organization and consortium member organizations agree to comply with applicable state laws and regulations of the Kansas Corporation Commission?**
88. ***Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local laws, and regulations on registrations with regulatory agencies?**
89. ***Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local laws, and regulations on Truth in Billing?**
90. ***Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local laws, and regulations on deceptive trade practice?**
91. ***Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local laws, and regulations on nondiscrimination in broadband service areas?**
92. ***Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local laws, and regulations on the use of Tribal lands?**
93. ***Does the lead organization and consortium member organizations agree to comply with applicable federal, state, territorial, and local lobby laws, and regulations?**
94. ***Does the lead organization and consortium member organizations agree to fully disclose any violations of any applicable laws and regulations within the required attestation attachments?**

After affirming agreement to the preceding requirements, click *Next* button.

*94. Does the lead organization and consortium member organizations agree to fully disclose any violations of any applicable laws and regulations within the required attestation attachments?

Yes

Note : Please click "Next" to save the above responses.

Cancel Next

The Application Submission screen includes an acknowledgement that all information submitted with the application is complete, true, and accurate and that the Kansas Office of Broadband Development (KOBD) will rely upon the information submitted by the lead organization and any consortium member organizations to issue any award under this program.

Please verify that the pre-populated Lead Organization and Contact Names are correct on this screen then check the box to agree to the acknowledgement and click the *Next* button.

Application Submission

Both pre-registration and uploads must be finished to submit your registration for review. Once you have submitted this pre-registration window, the final attestations forms must also be uploaded. These acknowledge that the Kansas Office of Broadband Development (KOBD) will rely upon the information submitted by the lead organization and consortium member organizations to issue any award under this program, and that the information is complete, true and accurate.

Lead Organization

KOBD Demo

Lead Organization Contact

Marle

☒ I Agree

Cancel Previous Next

Once click *Next* you will be returned to the Application Workspace and then need to select the *Get Started* button for the Upload Documents & Files section



Documents and File Uploads Section

Click the *Get Started* button to upload required files, and then click “Upload File” next to the numbered requirement. **File size is limited to 2GB for each file.**

The screenshot shows a web interface titled "Documents & Files" with a sub-header "Please upload documents to support your application. Some documents are required, but you may also upload supplemental documents and files to help us evaluate your application." There are two columns: "Required Documents" and "Supplemental Documents". Each column lists requirements with instructions and a status. The "Upload File" button for the first requirement, "7) Lead Organization Tax Form", is highlighted with a red box.

Required Documents	Supplemental Documents
7) Lead Organization Tax Form Instructions: Please remember that the file name must follow the format outlined in the Guide, which includes your unique pre-registration number. STATUS: NOT UPLOADED Upload File	25) Member Organization Tax Form Instructions: Please remember that the file name must follow the format outlined in the Guide, which includes your unique pre-registration number. STATUS: NOT UPLOADED Upload File
31) Non-Conflicts of Interest Statement Instructions: Please remember that the file name must follow the format outlined in the Guide, which includes your unique pre-registration number. STATUS: NOT UPLOADED Upload File	36) A. Qualified operating or financial reports Instructions: Please remember that the file name must follow the format outlined in the Guide, which includes your unique pre-registration number. STATUS: NOT UPLOADED Upload File
32) Non-Collusion Statement Instructions: Please remember that the file name must follow the format outlined in the Guide, which includes your unique pre-registration number. STATUS: NOT UPLOADED Upload File	36) B. Auditor's Statement Instructions: Please remember that the file name must follow the format outlined in the Guide, which includes your unique pre-registration number. STATUS: NOT UPLOADED Upload File

Uploading multiple PDFs for one document requirement: All files must be uploaded at the same time using the following steps before clicking the Save button:

1. Click the *Upload Files* button and select the file from your computer or drag and drop the file in the upload file window

The screenshot shows a modal window titled "Upload the Document". It has a "Document Type" dropdown set to "Disclosures". To the right, there is a section labeled "*Upload File" with a red box around it. Inside this box are an "Upload Files" button and the text "Or drop files". At the bottom of the window are "Cancel" and "Save" buttons.

2. Once the file has uploaded, click the *Done* button.

The screenshot shows a modal window titled "Upload Files". It displays a list of uploaded files. The first file is "BEAD testing document.docx" with a size of "12 KB" and a green checkmark icon. At the bottom, it says "1 of 1 file uploaded" and has a "Done" button highlighted with a red box.

3. Follow steps 1 and 2 until all files you wish to upload for that requirement are showing on the screen then click the Save button.

The screenshot shows a web interface titled "Upload the Document". Below the title is a red note: "Note : Please ensure that all the uploads have unique file names." There are two main sections: "Document Type" and "* Upload File". The "Document Type" section has a dropdown menu with "Disclosures" selected. The "* Upload File" section has a button "Upload Files" and the text "Or drop files". Below this, there is a list of uploaded files. Two files, both named "BEAD testing document.docx", are listed. Each file has a trash can icon to its right. A red box highlights the entire file list area. At the bottom left is a "Cancel" button, and at the bottom right is a "Save" button, which is also highlighted with a red box.

Deleting File Uploads: Files can only be deleted during the upload process by clicking on the trash can icon to the right of the file name.

This screenshot shows the same "Upload the Document" interface. The "Document Type" is still "Disclosures". In the "* Upload File" section, only one file, "BEAD testing document.docx", is listed. A red box highlights the trash can icon to the right of the file name. The "Cancel" and "Save" buttons are still present at the bottom.

If you have already saved a document and need to replace, select the *Replace File* button beside the numbered requirement and complete the upload process again. Use the required naming convention. Each file upload records a date and time stamp. When reviewing applications that have multiple files with the same name, KOBD will review the document with the most recent date and time stamp.

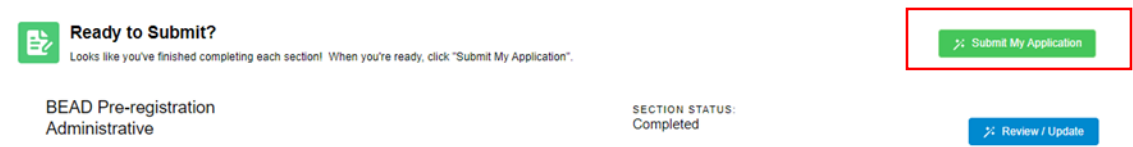
The documents to be submitted with the pre-registration have been identified throughout this guide and the application portal, however; the following page contains a list of required and supplemental file uploads by page number and document name.

User Guide Page Number	Question Number and Document Name	Document Naming Convention	Req (R) or Supp (S)
9	*7) Lead Organization Tax Form	BEAD01_00_W9_Lead_2_4_1	R
11	25) Member Organization Tax Form	BEAD01_00_W9_Member_2_4_1 BEAD01_00_W9_Member2_2_4_1 BEAD01_00_W9_Member3_2_4_1	S
12	*31) Non-Conflicts of Interest Statement ¹	BEAD01_00_COI_2_4_1	R
12	*32) Non-Collusion Statement ¹	BEAD01_00_Collusion_2_4_1	R
12	*33) Financial Capability Narrative	BEAD01_00_Financial_2_4_1	R
12	*33) A. Audited financial statements for the most recent two (2) years	BEAD01_00_Audited_2_4_11c	R
13	35) A. Qualified operating or financial reports	BEAD01_00_Reports_2_4_15d	S
13	35) B. Auditor's Statement	BEAD01_00_Auditor_2_4_15d	S
13	35) C. Organizational Chart of Structural Separation	BEAD01_00_Separation_2_4_15d	S
13	36) Evidence of Sufficient Operational Capabilities	BEAD01_00_Evidence_2_4_15e	S
13	*37) Ownership Information Narrative	BEAD01_00_Ownership_2_4_1	R
16	39) Previous Public Funding Information Narrative	BEAD01_00_Public_2_4_17	S
17	42) Geography of each award	BEAD01_00_GeoArea_###_2_4_17	S
18	*43) Managerial Capability Narrative	BEAD01_00_Managerial_2_4_12	R
18	*44) Organization Chart of key management personnel	BEAD01_00_Org_2_4_12a	R
18	45) Organization Chart of parent and its subsidiary and affiliated entities	BEAD01_00_Subs_2_4_12a	S
18	*46) Identify key management personnel for planning and sustainability	BEAD01_00_Personnel_2_4_12a	R
18	*47) Identify key management personnel for deployment	BEAD01_00_Deployment_2_4_12	R
18	*48) Identify key management personnel for operations	BEAD01_00_Operations_2_4_12	R
18	*49) Resumes of key management personnel	BEAD01_00_Resumes_2_4_12	R
18	*50) Describe the experience and qualifications of key management personnel	BEAD01_00_Experience_2_4_12b	R
18	*51) Organization Chart of CEO/President to Board of Directors	BEAD01_00_Board_2_4_12a	R
18	52) Disclose organizational changes	EAD01_00_Changes_2_4_12b	S
19	*53) Summary of Readiness	BEAD01_00_Readiness_2_4_12b	R
19	*54) Operational Capability Narrative	BEAD01_00_Operational_2_4_15	R
19	54) A. CAI Participation List ¹	BEAD01_00_CAI_2_4	S
20	*58) Network monitoring and restoration capabilities	BEAD01_00_Network_2_4_15a	R
20	*59) Quality-of-service metrics and/or reports	BEAD01_00_Quality_2_4_15a	R
21	*62) A. Evidence supporting compliance with FCC rules and regulations	BEAD01_00_Evidence_2_4_15c	R
22	63) Supporting Evidence for Years of Service	BEAD01_00_Evidence_2_4_15b	S
22	*65) Narrative describing Technical Capability	BEAD01_00_Technical_2_4_13	R
29	*95) Attestations from the lead organization and consortium members ¹	BEAD01_00_Attest_Lead_2 BEAD01_00_Attest_Member_2	R

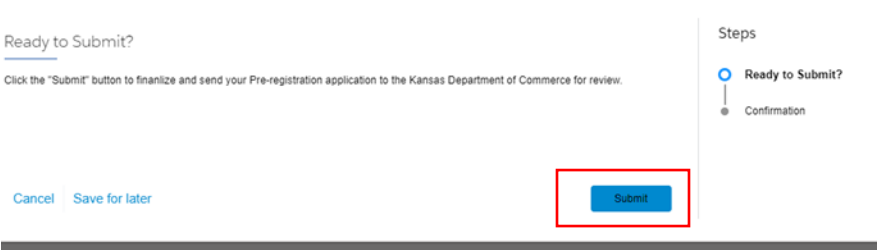
¹ These documents require use of templates available on the KOB [website](#) under Pre-registration then Required Form.

Submission

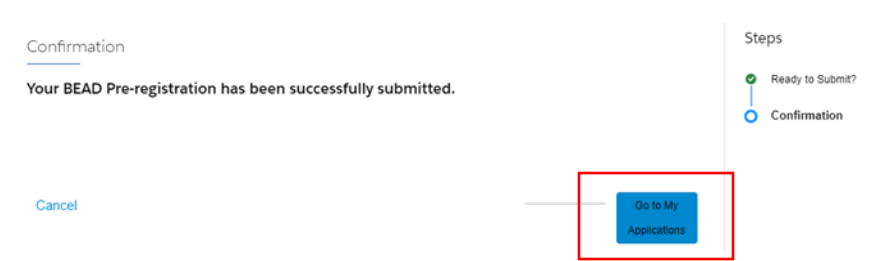
Once all sections are completed, a green *Submit My Application* button will appear at the top of the application workspace.



Click the *Submit* button and the submission window will open. Clicking the blue *Submit* button will formally submit the registration for review.



The confirmation window includes a *Go To My Applications* button that will take you to the “My Applications” page where this registration will be listed under “My Submitted Applications.”



You can monitor the status of your registration from “Submitted” to “In Review” or “Requested Revisions” to “Accepted” or “Denied” and you will receive automatic email notifications when the status changes along with narrative explanations, when required.

My Submitted Applications

No submitted applications yet.

IA-0000000364

Program Name

BEAD

Account

Solarity 3May

Application #

364

Pre-registration #

443

Grant Name

Pre-registration for BEAD

Status

Submitted

Technical Assistance Resources (page 3)

Application Questions

Email: KDC_BEAD@ks.gov

Monitored: Weekdays from 8:00 a.m. to 5:00 p.m. CST
unless extended hours are posted by exception