



# BEAD SUBGRANTEE APPLICATION: PORTAL DEEP DIVE

**October 2024**

# INTRODUCTION



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# AGENDA

1. Application Resources
2. Application Submission
3. Broadband Map Data
4. Application Revision
5. Q&A



# APPLICATION RESOURCES

# APPLICATION RESOURCES



## Resources to support completion of the application:


- **Initial Proposal Volume II**
- **Subgrantee Application Guide:** This document will provide additional guidance on how to navigate the portal, answer questions, and complete an application.
- **Broadband Map Guide:** This document will provide instructions on how to navigate the mapping tool and download data.
- **Templates:** These documents should be downloaded, completed, and uploaded for the appropriate questions.
- **Benchmark Spreadsheet:** This document will provide data for each Project Area Unit (PAU).
- **WBO website:** <https://wyomingbusiness.org/broadband/bead/>
- **Email:** [broadbandoffice@wyo.gov](mailto:broadbandoffice@wyo.gov)



# BENCHMARK SPREADSHEET



**This spreadsheet will serve as a reference for PAUs as subgrantee applicants design their project areas**

 Wyoming BEAD Benchmark Spreadsheet										
PAU Details			Benchmark	Eligible Broadband Servicable Locations (BSL) Data			Additional BEAD Scoring Criteria		NTIA HighCost Designation	Additional Designation
County	CBG ID	PAU ID	Reference Price	Unserved	Underserved	Total Eligible Locations	Local and Tribal Government	Natural Hazard Risk Mitigation	High Cost Area	Tribal Area
Fremont	560139402011	560139402011_0	\$ 17,475.07	1	0	1			High Cost Area	Yes
Fremont	560139402011	560139402011_1	\$ 228,091.25	15	11	26			High Cost Area	Yes
Fremont	560139402011	560139402011_2	\$ 20,000.00	4	0	4			High Cost Area	Yes
Fremont	560139402011	560139402011_3	\$ 680,331.98	189	36	225	Wind River Reservation - 225 Town of Pavillion - 82 BSL		High Cost Area	Yes
Fremont	560139402012	560139402012_0	\$ 1,865,861.44	392	18	410				Yes
Fremont	560139402013	560139402013_0	\$ 1,015,652.37	168	98	266	Wind River Reservation - 266 City of Riverton - 9 BSL			Yes
Fremont	560139402021	560139402021_0	\$ 9,573.52	0	3	3				Yes
Fremont	560139402021	560139402021_1	\$ 1,000.00	4	0	4				Yes

# ACCOUNT ACCESS



**Only prequalified subgrantee applicants will be eligible to submit applications**

MY APPLICATION

Application Reference # **PREQUAL-0000000089**

✓ ✓ ✓ Approved

View

A screenshot of a web application interface. At the top is a dark orange header with the text "MY APPLICATION" in white. Below this is a white box containing the text "Application Reference # PREQUAL-0000000089". Underneath is a horizontal progress bar with three green segments, each containing a white checkmark, followed by a blue segment containing the word "Approved". In the bottom right corner of the white box is a dark teal button with the text "View".

# **APPLICATION SUBMISSION**



# GENERAL OVERVIEW



## Subgrantee applicants can track application status on the “BEAD Scoring” page

Create New BEAD Scoring

All

Scoring Application Name	Status	Record Type	Account
Scoring-0000000048	Draft	Non-Priority Application	TestScoreAppViewonlycorrectapps2
Scoring-0000000053	Draft	Alternative Technology	TestScoreAppViewonlycorrectapps2
Scoring-0000000055	Submitted	Alternative Technology	TestScoreAppViewonlycorrectapps2
Scoring-0000000061	Submitted	Non-Priority Application	TestScoreAppViewonlycorrectapps2
Scoring-0000000063	Draft	Alternative Technology	TestScoreAppViewonlycorrectapps2
Scoring-0000000067	Submitted	Priority Application	TestScoreAppViewonlycorrectapps2
Scoring-0000000068	Submitted	Alternative Technology	TestScoreAppViewonlycorrectapps2

# SECTION NAVIGATION



**Subgrantee applicants must progress through the application sections in sequential order**

[Back to BEAD Scoring List](#)

Please answer the questions in the order presented. You cannot navigate to previous or next sections until all required fields in the current section are completed.

Section 1   Section 2   Section 3   Section 4   Section 5   Section 6   Section 7   Section 8   Section 9

### Section 1: Administrative

\* 1.1 Provide a project name

\* 1.2 Indicate the project type.

--None--

\* 1.3 Is the subgrantee applicant a tribal entity?

--None--

\* 1.5 Provide the 10-digit FCC Registration Number (FRN) of the subgrantee applicant, with leading zeros.

[Save & Proceed](#)

# TYPES OF APPLICATIONS



**Subgrantee applicants must select the application type and corresponding technology types**

## Priority

**Section 1: Administrative**

\* 1.1 Provide a project name

Wyoming-Priority-1

\* 1.2 Indicate the project type.

Priority

\* 1.3 Is the subgrantee applicant a tribal entity?

No

\* 1.4 Select the technology type for this project. Select all that apply.

Fiber

\* 1.5 Provide the 10-digit FCC Registration Number (FRN) of the subgrantee a

0123456789

## Alternative Technology

**Section 1: Administrative**

\* 1.1 Provide a project name

\* 1.2 Indicate the project type.

Alternative Technology

\* 1.3 Is the subgrantee applicant a tribal entity?

No

\* 1.4 Select the technology type for this project. Select all that apply.

Unlicensed Fixed Wireless

LEO Satellite

Fiber

Coaxial Cable

Licensed Fixed Wireless

# EXAMPLE: REQUIRED FIELDS



**Trying to navigate back to Section 1 before completing Section 2 results in error messages**

Section 1 > Section 2 > Section 3 > Section 4 > Section 5 > Section 6 > Section 7 > Section 8 > Section 9

### Section 2: Project Snapshot

\* 2.1 Provide subgrantee applicant's proposed Total Project Cost rounded to the nearest cent.

Please enter some valid input. Input is not optional.

\* 2.2 Provide subgrantee applicant's proposed Total Funding Request (how much grant funding subgrantee applicant is seeking with this application) rounded to the nearest cent.

Please enter some valid input. Input is not optional.

\* 2.3 Provide subgrantee applicant's proposed Total Match amount. Note: the minimum match requirement is 25 percent of the total project, unless the project includes High-Cost Areas (HCAs).

Please enter some valid input. Input is not optional.

# DOCUMENT UPLOADS



## Uploaded documents must be named according to the file naming guidelines to be validated by the portal

- Subgrantee applicants should reference the Application Guide for file name requirements.
- File name guidelines are written out in every question's instructions and aggregated in Appendix A.
- Example: The file for 2.7 should be named "2-7-project-roles.pdf."

### Appendix A: File name instructions

All file uploads must follow the file naming instructions provided for each question. Use the following table to confirm what should be included in a file name to be accepted by the portal.

Example: The file name for question 3.1 is "3-1-CBG"

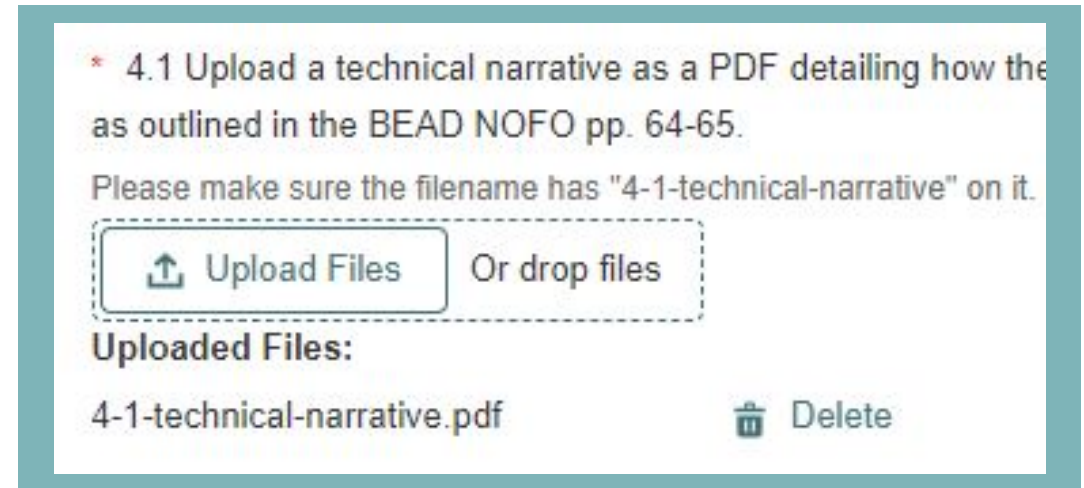
Question #	File name
2.7	2-7-project-roles
3.1	3-1-CBG
3.8A	3-8A-support-letter
3.8C	3-8C-additional-support
4.1	4-1-technical-narrative
4.2	4-2-shapefile
4.3	4-3-network-diagram
4.3A	4-3A-wireless
4.3B	4-3B-satellite
4.4	4-4-project-cost
4.5	4-5-project-timeline
4.6	4-6-PE-certification
5.2A	5-2A-resume
5.3A	5-3A-managerial-narrative
5.4A	5-4A-organization-chart
5.5A	5-5A-past-experience
5.6A	5-6A-registration

# DOCUMENT VALIDATION



## File names and formats will be dynamically validated

- Subgrantee applicants will be able to see the uploaded files.



# SIGNATURE



## The Authorized Certifying Official must provide an electronic signature to complete the application

- Subgrantee applicants should input the certifying individual's title in the 'Title of Applicant' field.
- After providing the Authorized Certifying Official's signature, click the Save button, and then click Submit Application. You will see a message that says your application has been submitted.

**Certification - Sign and Submit**

**To complete your application:** Please enter your Title, draw your signature, and **click "Save"**.

I, the undersigned, am an officer, director, or equivalent, authorized to obligate my entity and enter into agreements for my organization. I understand that the above certifications and assurances do not guarantee funding and a subaward agreement will be executed prior to project funds being awarded. I further understand that, if the information provided by my organization to WBO in the application is materially false or the application information cannot be verified, no grant funds will be awarded under this program. Finally, to the best of my knowledge, the information in this application, including all certifications and assurances, are true and correct.

\*Title of Applicant

Complete this field.

Draw your signature below:

Save Clear

Signed by: TestOnlyCorrectApps3 CorrectApps3  
Date/Time: 9/27/2024 1:20 PM

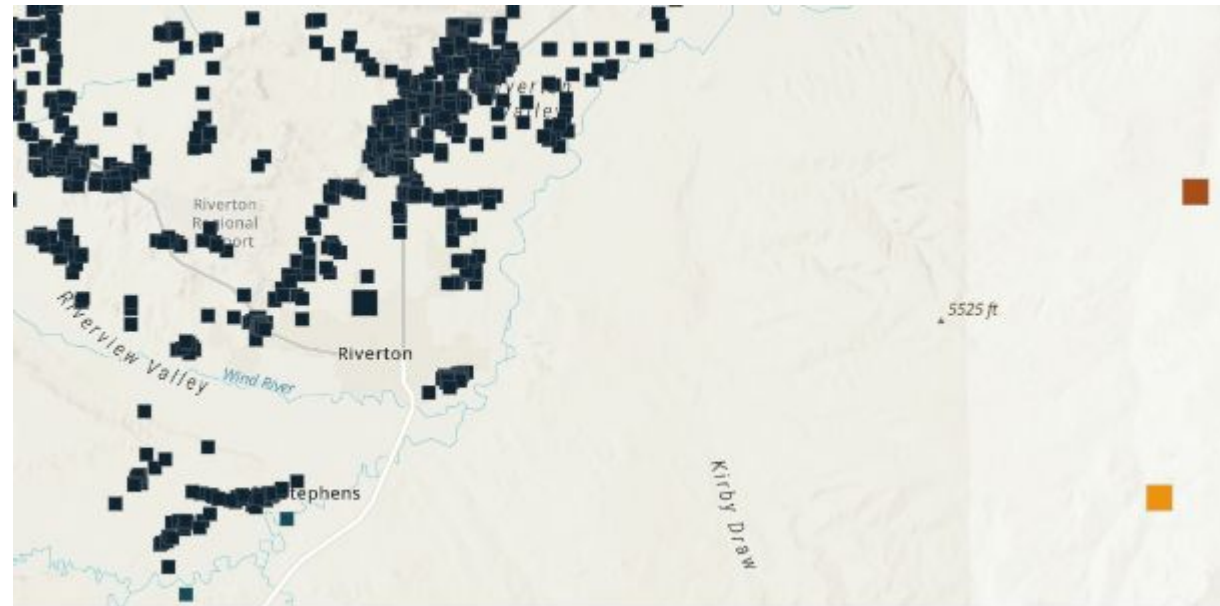
Submit Application

# **BROADBAND MAP DATA**



# DOWNLOADING DATA

**Subgrantee applicants can use the Wyoming BEAD Application Map to view PAUs**



# **APPLICATION REVISION**

# COMPLETENESS



**Subgrantee applicants will be given the opportunity to revise materials if fundamental issues are flagged that prevent the application from moving to the next stage of review**

- Subgrantee applicants will be notified if an application's materials are flagged as insufficient.

# SCORE VALIDATION



**Subgrantee applicants will be given the opportunity to revise materials in the Scoring Criteria section (Section 3) if WBO identifies discrepancies**

- Subgrantee applicants will be notified if an application's calculated score does not align with the submitted materials.
- Revision requests will be sent out for all applications at the same time.
- Subgrantee applicants should expect to have five (5) business days to resubmit requested materials.

# NON-SCORED MATERIALS



**Subgrantee applicants will be given the opportunity to revise all other sections if WBO identifies issues during the eligibility review**

- Subgrantee applicants will be notified if an application's non-scored materials are insufficient and require revision.
- Subgrantee applicants should expect to have seven (7) business days to resubmit requested materials.

# APPLICATION WINDOW



## Important dates for the Application Phase:

Event	Date
Application materials released	October 11, 2024
Application opens	October 21, 2024
Q&A webinar	November 4, 2024
Application closes	December 5, 2024
Application revisions	December 2024/January 2025

# QUESTIONS



<https://wyomingbusiness.org/broadband/>

[broadbandoffice@wyo.gov](mailto:broadbandoffice@wyo.gov)

# WEBINAR DATES



## **BEAD Grant Application Process**

September 13, 2024

1:00 – 2:00 PM MT

## **BEAD Grant Project Plan (Technical Requirements)**

September 19, 2024

1:00 – 2:00 PM MT

## **BEAD Grant Project Areas & Selection**

September 23, 2024

1:00 – 2:00 PM MT

## **BEAD Application Scoring Criteria**

September 30, 2024

1:00 – 2:00 PM MT

## **BEAD Application Financial Capability**

October 7, 2024

1:00 – 2:00 PM MT

## **BEAD Application Portal Deep Dive**

October 14, 2024

1:00 – 2:00 PM MT

## **BEAD Grant Application Q&A**

November 4, 2024

1:00 – 2:00 PM MT