



**BROADBAND
OFFICE**



ARPA CPF 1.0 Quarterly Reporting Requirements

Informational Webinar

South Carolina Office of Regulatory Staff | January 31, 2024

Why Are We Here?

ARPA CPF 1.0 Grants

The first quarterly reports are due to ORS **March 29, 2024**

ORS is required to submit Quarterly Reports to US Treasury

SCBBO CPF page -

<https://ors.sc.gov/broadband/office/investments/state/arpacpf>

Presentation will be published to the CPF webpag.

Questions can be emailed to: broadband@ors.sc.gov

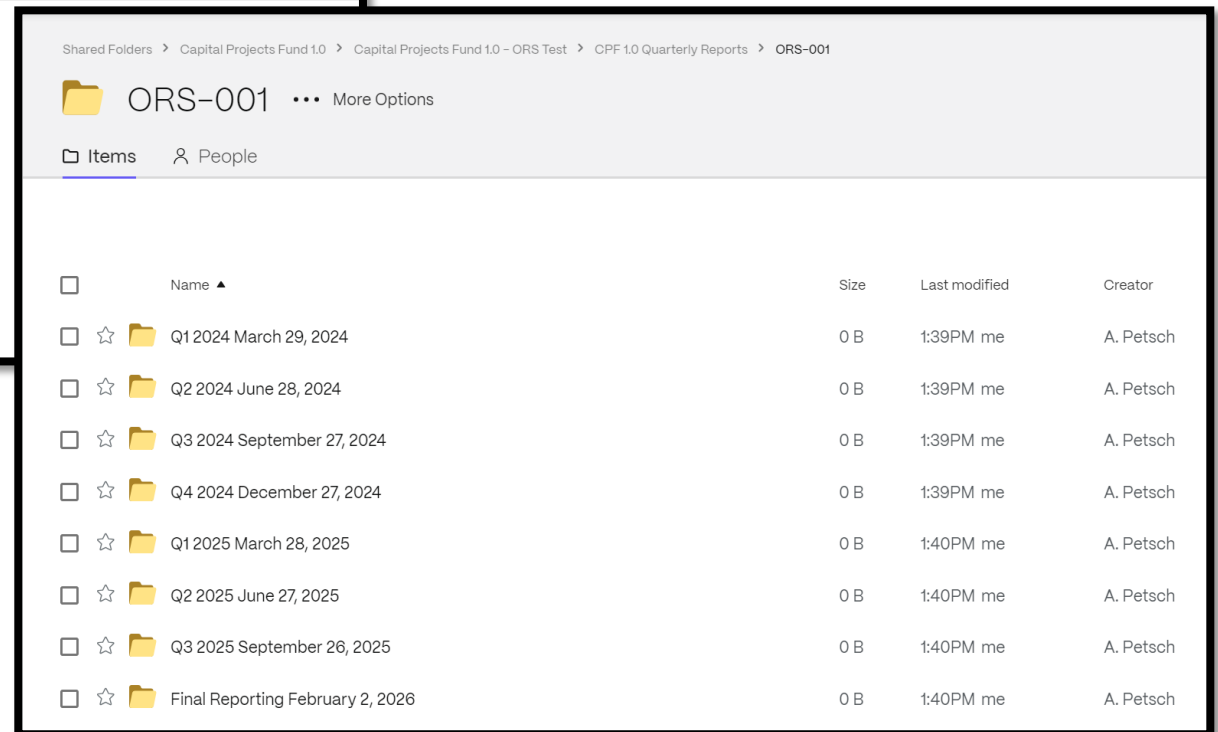
Objectives

- Understand Citrix File Upload Protocol
- Walk through Quarterly Expense Report
- Walk through Quarterly Progress Report
 - Davis-Bacon
- Describe Steps for a Successful Project Closeout
- Additional Information Due by March 29
 - Updated Exhibit G
 - Updated Exhibit N (for grant awards over \$5M)
 - Bonding and/or Attestation

New/Revised Elements from previous Programs

- Clearer definitions of Structures Passed and other elements in Quarterly Construction Reporting
- OLT/Cabinet/Other Large Ticket Items Geotagged Photo Requirements
- \$5 Million Davis-Bacon
- Post Construction List of Addresses Minimum Requirements/Methodology
- 3% Retainage of Grant Award

Citrix Quarterly Report Upload Protocol



If you do not have access to your Citrix ShareFile Folder please fill out the two forms below:

- <https://arcg.is/1fiq1j> (Data Access)
- <https://arcg.is/1COCbX> (Data License)

Quarterly Expense Report Explained

Given the grant is a percent of expenses up to a maximum, ORS tracks cumulative expenses for each project. To facilitate this, ORS developed the template to assist the ISPs with compiling the required documentation. The various categories are very similar to the budget submitted with your application.

Goals with the Expense template:

- ✓ to maintain consistency with expense submittals between all ISPs
- ✓ to ensure ORS is provided with the needed information
- ✓ to ensure regular reporting intervals
- ✓ allows ORS to review expenses throughout the project to ensure all expenses are eligible

PLEASE DO NOT MAKE ANY CHANGES TO THE TEMPLATE

Quarterly Expense Report

- **Must Complete Expense Report for each Quarter for each funded project, per the ARPA CPF timeline (do not consolidate expense reports across multiple projects into one file)**
- **Must use template provided by ORS (Exhibit H), available for download from Citrix**
- **To submit:**
 1. **Must upload Microsoft Excel formatted Expense Report**
 2. **Must provide a single PDF expense report package of backup -**

Package should be compiled in this manner:

 1. Expense Summary Tab - signed
 2. Payroll & Fringe Summary tab - signed (if applicable)
 3. Other Expenses Tab - signed (if applicable)
 - a. Invoice Copy for invoice on Line 1 in Exhibit H (write 'Line 1' on invoice)
 - b. Check remittance/ACH remittance showing invoices paid with amounts (write 'Line 1' on remittance and highlight invoice)
 - c. Invoice Copy for Line 2, etc, etc.
 - d. Check remittance/ACH remittance showing invoice paid with amounts (write 'Line 2' on remittance and highlight invoice)
 4. Materials & Supplies tab - signed (if applicable)
 - a. Invoice Copy for invoice on Line 1 in Exhibit H (write 'Line 1' on invoice and highlight the correct item if multiple items on invoice)
 - b. Check remittance/ACH remittance showing invoices paid with amounts (write 'Line 1' on remittance)
 - c. Invoice Copy for invoice on Line 2 in Exhibit H (write 'Line 2' on invoice and highlight the correct item if multiple items on invoice)
 - d. Check remittance/ACH remittance showing invoice paid with amounts (write 'Line 2' on remittance and highlight invoice)
- **Must show only those expenses from the current reporting period, (incremental only)**
- **If no expenses for a reporting period, submit a signed summary page with \$0 expenses**
- **Incomplete reports will be rejected**

Quarterly Expense Report

There are multiple tabs in the workbook:

- **Instruction Tab:** This tab provides detailed instructions on how to complete the individual tabs
- **Expense Summary Tab:** This tab rolls up the total expenses from the detail tabs
- **Payroll & Fringe Summary Tab:** Use this tab to report internal payroll expense (and related ER paid fringe) directly related to construction of the project
- **Other Expenses Tab:** Use this tab to report expenses other than payroll and materials/supplies
- **Materials & Supplies Tab:** Report all materials & supplies, by item, on this tab

On all tabs: Blue cells are required data, Grey cells are formulas

Quarterly Expense Report Walkthrough

Quarterly Progress Report

- **Must Complete Progress Report for each Quarter for each funded project, per the ARPA CPF timeline (do not consolidate reports across multiple projects into one file)**
- **Must use template provided by ORS (Exhibit J), available for download from Citrix**
- **Must upload Microsoft Excel formatted Progress Report**
- **Must upload geotagged photos of construction, OLT/Cabinet, and speed tests (to verify network is capable of reaching speeds of at least 100 Mbps symmetric service and confirm work was performed in the areas identified in the grant agreement), as separate 'raw' image file(s)**
- **Incomplete reports will be rejected**

Quarterly Progress Report

Multiple Tabs including Instructions Tab:

This workbook is to be used for all quarterly reporting and must be paired with Exhibit H; Expense Summary Workbook

There are 4 tabs that need to be completed for each quarterly report, details are provided in the sections that follow

Geotagged Photos Instructions This tab explains the requirements of Geotagged Photos (Construction, OLT, and Speed Test Photos)
Nothing on this tab needs to be completed by ISP

Summary This tab includes pertinent data ISPs must provide about the project on a quarterly basis
Fields highlighted in Yellow are pick lists, choose from selection(s) provided in each list
Passed homes/structures are locations that have been physically passed by fiber/cable lines regardless if network is active
All fields must be filled out
The status of Project Photos, OLT Photos, and Speed Test Photos are Required Fields
If yes, geotagged photos were included as part of the Quarterly Report, ISP must provide a count of photos in the fields provided

Davis-Bacon For projects that trigger Davis-Bacon requirements, Grantee must provide quarterly information to ORS.
ISP must either certify Davis-Bacon or provide the Employment Details information.

Compliance Reporting This tab is intended to capture all permits for the period sought in support of the project
Contact information must reflect those individuals who served as the contact for a given permit
Contacts serving as Locators and Contractors for all 811 permitting must also be included in Exhibit G
If new contacts are chosen to support 811 permitting, ISP must resubmit a revised Exhibit G along with their Quarterly Report and Expense Summary Report
ISP must remove previously submitted permits when completing and submitting new quarterly reports for the project

Certification ISPs must fill out all fields on this tab for each quarterly report
Facsimile signatures and email signatures shall be as effective as original signatures to bind any party.

Quarterly Progress Report Explained

- Numerous elements from quarterly report are uploaded to US Treasury.
- Submission Information Section and Rows 22 and 23 will remain static, once filled in.
 - “Actual Construction Start Date”: Not prospective and represents the first date construction work began (i.e., installation of conduit or fiber/cable on pole). Engineering and stakeout is not considered Construction
 - “Actual Customer Start Date”: Not prospective and represents the first date a customer is connected.
- “Actual Technology Deployed” will be left blank until ISP reports project complete.
- Remaining cells must be updated accordingly during each reporting period.

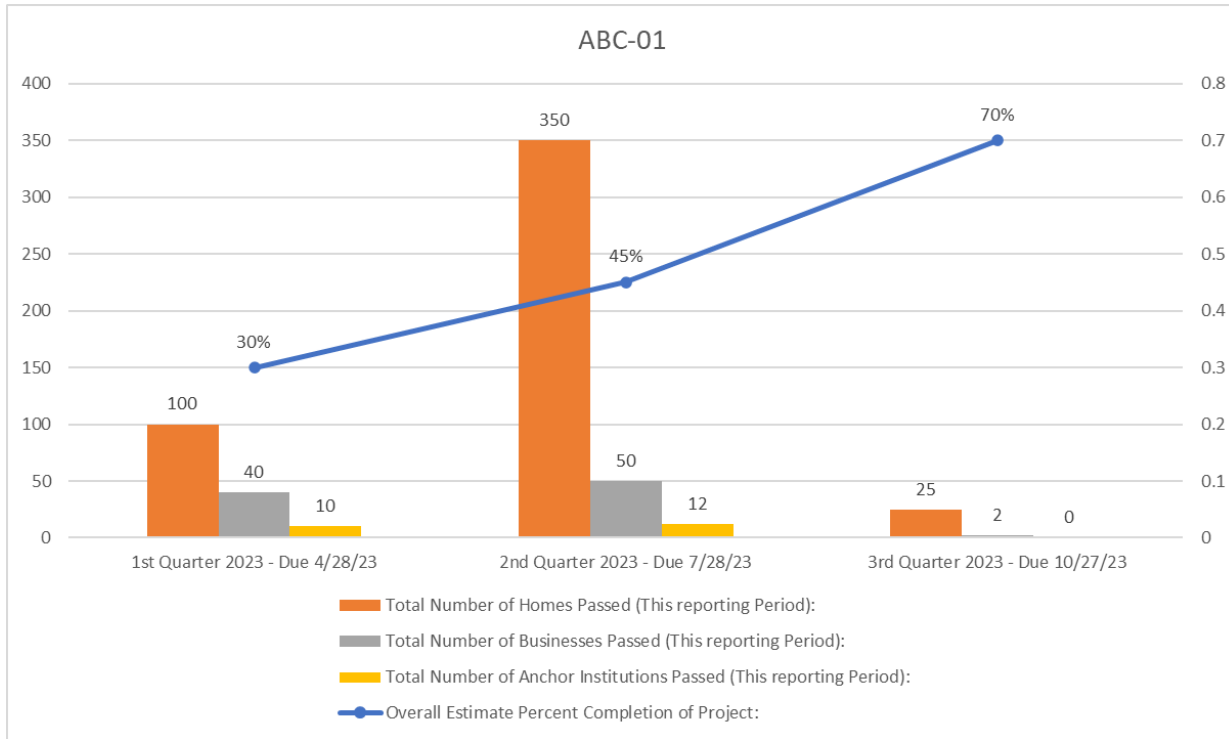
	A	B
1	Quarterly Financial and Construction Progress Report	
2	South Carolina ARPA CPF 1.0 Broadband Grant Program	
3		
4	Reporting Period	
5	Select reporting period:	Select One
6		
7	Submission Information	
8	Company/Applicant Name:	
9	Project Title:	
10	Project Number:	
11	Project Location:	
12	Completed By (Name):	
13	Title:	
14	Email:	
15	Phone:	
16		
17	Project Information - Project to Date	
18	Estimate Percent Completion of Design:	
19	Estimate Percent Completion of Construction:	
20	Overall Estimate Percent Completion of Project:	
21	Status of Completion:	Select One
22	Actual Construction Start Date	
	*can not be later than date listed in the grant agreement nor can it a projected date	
23	Actual Customer Activation Start Date	
	*Date first customer in project area receives service, not a projected date	
24	Actual Technology deployed *Submit at Project Completion	

Quarterly Progress Report Explained

- Report requires BOTH stats for reporting period (white) AND cumulative (grey/blue).
- SCBBO requires Location Information data to track progress, information is not submitted to Treasury.
- Financials – Requesting brief narrative only, details provided through Quarterly Expense Report.
- Project Status – Narrative required, if no issues encountered that may impact project, indicate ‘no issues encountered’.

		Passed is defined as physically passed by fiber/cable installed, regardless if network is active. SCBBO uses this metric to internally track the progress of the project.
26	Location Information	
27	Total Number of Eligible Homes Passed (This reporting Period):	
28	Total Number of Businesses Passed (This reporting Period):	
29	Total Number of Anchor Institutions Passed (This reporting Period):	
30	Total Linear feet of Fiber/Cable Installed (This reporting Period):	
31	Cumulative Number of Eligible Structures Passed Since Project Inception in the Funded Area(s):	
32	Cumulative Number of New Active Customers Since Project Inception:	
33	Cumulative Linear Feet of Fiber/Cable Installed Since Project Inception:	
34		
35	Financials	
36	Budget Status	Select One
37	Explanation	
38		
39	Project Status	
40	ISP Project Schedule Status (e.g., On track, ahead of schedule, behind schedule, etc.)	
41	Description of Work Performed During Reporting Period	
42	Issues Encountered	
43	Future Work Planned	

Quarterly Progress Report Explained



25		Passed is defined as physically passed by fiber/cable installed, regardless if network is active . SCBBO uses this metric to internally track the progress of the project.
26	Location Information	
27	Total Number of Eligible Homes Passed (This reporting Period):	
28	Total Number of Businesses Passed (This reporting Period):	
29	Total Number of Anchor Institutions Passed (This reporting Period):	
30	Total Linear feet of Fiber/Cable Installed (This reporting Period):	
31	Cumulative Number of Eligible Structures Passed Since Project Inception in the Funded Area(s):	
32	Cumulative Number of New Active Customers Since Project Inception:	
33	Cumulative Linear Feet of Fiber/Cable Installed Since Project Inception:	
34		
35	Financials	
36	Budget Status	Select One
37	Explanation	
38		
39	Project Status	
40	ISP Project Schedule Status (e.g., On track, ahead of schedule, behind schedule, etc.)	
41	Description of Work Performed During Reporting Period	
42	Issues Encountered	
43	Future Work Planned	

Quarterly Progress Report Explained

- Geotagged Photos provide proof that project construction was conducted within the awarded area and is capable of reaching the minimum 100/100 Mbps speeds outlined in the grant agreement. And are three separate requirements.
- Speed Tests Photos will not count towards the results in the Post Construction List of Addresses (explained later in detail)
- Indicate Yes or No whether quarterly report includes each geotagged photo type
- Upload separately to Citrix.
- Add total number of geotagged photos submitted during quarterly reporting period to rows 47, 51, and 55.

45	Construction Photos	
46	Please upload Geotagged Photographs of active construction that illustrates Project Progress Examples: ditches with conduit, pedestal or equipment locations in the network, fiber nodes, etc. See Guidance on Required Backup to Support Broadband Deployment (Exhibit K) and the "Geotagged Photos Instructions tab for details.	Select One
47	Total Count of Geotagged Construction Photos Uploaded as part of this Quarterly Report Submission	
48		
49	OLT Photos	
50	Please upload Geotagged Photographs of OLTs or other large-ticket equipment items that were constructed to offer network support to project area. See Guidance on Required Backup to Support Broadband Deployment (Exhibit K) and the "Geotagged Photos Instructions tab for details	Select One
51	Total Count of Geotagged OLT Photos Uploaded as part of this Quarterly Report Submission	
52		
53	Speed Test Photos	
54	Please upload Geotagged Photographs of speed tests performed (results should be at a minimum 100/100 Mbps) that illustrates project progress. The file should be renamed to the nearest street address, without spaces or special characters (e.g. 1401MainSt) See Guidance on Required Backup to Support Broadband Deployment (Exhibit K) and the "Geotagged Photos Instructions tab for details	Select One
55	Total Count of Geotagged Speed Test Photos Uploaded as part of this Quarterly Report Submission	

OLT Photo Example:



Quarterly Progress Report Explained



Construction Photos

- Photo representing work performed within project area.
- **Even distribution across project area.**
- Refrain from capturing photos with people's faces (preferably w/o people altogether)
- e.g., Pedestals, conduit, ditches, fiber on the pole, etc.)



OLT/Cabinet Photos

- Photo of **newly constructed and active** OLT, Cabinet, or other large-ticket equipment used to support project area.
- Cabinet doors should be open in the photo.
- Only geotagged photo that can be outside of project area.

Speed Test Photos

- Tests submitted should be of results 100/100 Mbps or greater.
- **Even distribution across project area.**
- Can be captured along the fiber route, **does not have to be at the customer's premise.**
- Can be a photo from a phone/camera of a test result captured on a computer.
- Alternative: Could be CSV with lat/long and speed test results from system.

Quarterly Progress Report Explained

Davis-Bacon Reporting

- Only applies to grant awards greater than \$5 million
- Reporting details are CUMULATIVE

We will discuss in more detail later in the presentation

	A	B	C	D
1	For Projects where Davis Bacon is triggered (ARPA CPF Grant Awards Greater than \$5,000,000)			
2				
3	Davis Bacon Reporting			
4				
5	I opt to: (check only one)			
6	1. Certify Davis-Bacon	<input type="checkbox"/>		
7				
8	By Certifying Davis-Bacon, I attest that I have proper Davis-Bacon documentation on wages by labor category, on a weekly basis, and can provide to ORS/US Treasury upon request.			
9				
10				
11				
12	--- OR ---			
13				
14	2. Report Employment Details	<input type="checkbox"/>		
15				
16	For Option 2 - Complete the following questions:			
17				
18	a. Cumulative Number of employees of contractors and sub-contractors working on the project	<input type="text"/>		
19	b. Cumulative Number of employees on the project hired directly	<input type="text"/>		
20	c. Cumulative Number of employees on the project hired through a third party	<input type="text"/>		
21	d. Cumulative wages and benefits of workers on the project by classification	Provide Details Below		
22				
23				
24	Employee Classification	Wages	Benefits	
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42	e. Are any of the wages above at rates less than those prevailing? Yes or No	<input type="text" value="Select One"/>		

Quarterly Progress Report Explained

	A	B	C	D	E	F	G	H
1	Compliance Reporting	Provided by Permitting Entity	Contact Information of Contractor and/or Locator Identified in Exhibit G				Based on fees assessed by Permitting Entity, if applicable	
2	Permit Type	Permit ID	Point of Contact Name	Point of Contact Email	Point of Contact Phone Number	Date of Original Submission	Cost	Comment
3	Other							
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								

NOT Cumulative, should only reflect permits obtained during reporting period.

Quarterly Progress Report Explained

Wet signature not required.

Must Upload Spreadsheet, Backup Data, Documentation to Citrix Platform – Emailing attachments will not be accepted.

	A	B	C	D	E	F	G	H	
1	Certification by Company Officer / Project Engineer								
2									
3									
4									
5									
6	<i>I certify that I am an officer of or engineer for the company and that I have examined the foregoing report and, to the best of my knowledge, information and belief, all statements of fact contained in this report are true. In addition, I swear, under penalty of perjury, that all requested identification registration information has been provided and is accurate.</i>								
7								Select One	
8									
9									
10									
11	*Signature:								
12									
13	Print Name of Signatory:								
14									
15	Title of Signatory:								
16									
17	Business Telephone Number:								
18									
19	Email of Officer/Engineer (not for public release):								
20									
21	Date:								
22									
23		*Facsimile signatures and email signatures shall be as effective as original signatures to bind any party.							
24		All questions should be submitted to Broadband@ors.sc.gov .							
25									

Davis-Bacon

- 1) **Davis-Bacon Act requirements (prevailing wage rates and reporting) do not apply to projects funded solely with funds from the CPF program, State, Local or private dollars. If any other federal dollars for which Davis-Bacon applies are used then Davis-Bacon requirements are triggered, regardless of award amount.**
- 2) **There are, however, Labor Reporting requirements for projects with awards over \$5m.**

Grantee must either:

- **Certify Davis-Bacon by providing completed WH-347 Form with statement of compliance to ORS weekly for grantee and ALL contractors/subcontractors with laborers covered by DB**
- Of-----
- **Provide consolidated wage and employee data for all contractor and all subcontractors and report to ORS on the Davis-Bacon tab of the Progress Report**

Davis-Bacon

Grantee....:

- is responsible for determining correct wage classification of laborers, for the appropriate period, and the appropriate county (sam.gov)
- must begin reporting DB employment data when construction begins
- must report to ORS consolidated, cumulative data on the quarterly progress report
- must maintain sufficient records to substantiate employment report details
- may be subject to a compliance review from ORS and will be required to provide all documentation to support reported DB employment data

Davis-Bacon

Additional Information:

Wage Classifications are found on sam.gov:



Tidbit: Per Department of Labor guidance, “The Davis-Bacon prevailing wage is the combination of the basic hourly wage rate and any fringe benefits rate listed for a specific classification of workers in the applicable Davis-Bacon wage determination. The contractor’s prevailing wage obligation may be met by either paying each laborer and mechanic the applicable prevailing wage entirely as cash wages or by a combination of cash wages and employer-provided bona fide fringe benefits.”

Tidbit: Davis-Bacon applies to any construction, alteration, or repair (including even painting and decorating) of public works. This includes ALL mechanics and laborers employed on the site of the work. Typically for a broadband project that may entail power equipment operators, general laborers, and electricians.

According to 29 CFR 5.2, those who Davis-Bacon applies to include “at least those workers whose duties are manual or physical in nature... as distinguished from mental or managerial.”

Davis-Bacon applies to construction workers, installers, and site prep work, but NOT for engineering and inspection (unless their work is primarily manual or physical in nature).

FCC Fabric Reconciliation

- 4) Grantee acknowledges the FCC BSL fabric data is updated on a 6-month cycle, which may impact the structures that are represented in the project area. Due to this known issue a policy already developed under ARPA State Local Fiscal Recovery Fund grant program will be repurposed by the SCBBO that will address versioning of FCC BSL fabric data and any variance which may occur on the number and location of BSL's outlined in Exhibits A, L, and M. A final reconciled post-construction list of BSL's, which take into account any variance in BSL data published by the FCC throughout the project's period of performance, must be reported for the project area to the SCBBO prior to final payment. Upon completion of the project, BSL's must also be reported as serviceable during the next available filing period to the FCC.

FCC Fabric Versioning Policy example:

[https://ngors.sc.gov/sites/scors/files/Documents/Broadband/ARPA%20-%20SLFRF/SCBBO%20Fabric%20Versioning%20Policy%20\(2023-11-02\).pdf](https://ngors.sc.gov/sites/scors/files/Documents/Broadband/ARPA%20-%20SLFRF/SCBBO%20Fabric%20Versioning%20Policy%20(2023-11-02).pdf)

Citrix Project Closeout Upload Protocol

Shared Folders > Capital Projects Fund 1.0 > Capital Projects Fund 1.0 - ORS Test > CPF 1.0 Project Closeout

📁 CPF 1.0 Project Closeout ... More Options

📁 Items 👤 People

<input type="checkbox"/>	Name ▲	Size	Last modified	Creator
<input type="checkbox"/> ☆	📁 ORS-001	0 B	1:29PM me	A. Petsch

Shared Folders > Capital Projects Fund 1.0 > Capital Projects Fund 1.0 - ORS Test > CPF 1.0 Project Closeout > ORS-001

📁 ORS-001 ... More Options

📁 Items 👤 People

<input type="checkbox"/>	Name ▲	Size	Last modified	Creator
<input type="checkbox"/> ☆	📁 ISP Closeout Documents and Data Upload	0 B	1:29PM me	A. Petsch
<input type="checkbox"/> ☆	📁 ORS Closeout Templates for Download	0 B	1:29PM me	A. Petsch

Project Closeout

Capital Projects Fund (CPF) 1.0 Project Closeout Checklist

Prior to payment, under the Capital Projects Fund 1.0 grant program, the ISP must submit the following items fully completed for each project. Each item will be evaluated comprehensively for completion and verification against all requirements outlined in the grant agreement by the South Carolina Broadband Office (SCBBO).

ISPs must return this completed closeout checklist along with all data elements, financial documents, and reports by uploading data and signed documentation to the ORS Citrix platform in the project specific folder under ISP's "Project Closeout" CPF 1.0 directory. No files will be accepted through email. Submission of all the following items does not guarantee issue of payment for the project. Email broadband@ors.sc.gov with questions.

ISP Name: [REDACTED]

Project Name: [REDACTED]

Project Number: [REDACTED]

Programmatic Elements:

- ✓ As built fiber lines (GIS Data format)
- ✓ As built network junctions (GIS Data format)
- ✓ Post construction reporting list of addresses that have access and/or took service with speed offered, speed tests, and latency in the file format provided by SCBBO located within ISP's "Project Closeout" directory for the individual project.
- ✓ Completed Construction Quarterly Reports – Throughout the Duration of the Project Exhibit J
- ✓ Geo-tagged construction photos – Throughout the Duration of the Project – submitted in conjunction with Exhibit J
- ✓ Geo-tagged photos of active cabinets or other equipment that support project – Throughout the Duration of the Project – submitted in conjunction with Exhibit J
- ✓ Geo-tagged speed tests photos – Throughout the Duration of the Project – submitted in conjunction with Exhibit J
- ✓ *Annual Report Due June 30th 2026
- ✓ *Annual Report Due June 30th 2027
- ✓ *Annual Report Due June 30th 2028

Notes:

* Annual reports are not a requirement for project closeout.

Financial Elements:

- ✓ Completed Expense Summary Quarterly Reports – Throughout the Duration of the Project – Exhibit H
- ✓ Completed Exhibit D – Application for Disbursement
- ✓ *Completed Exhibit D, Attachment 1 – Affidavit of Completion and Eligible Expenses
- ✓ *Completed Exhibit D, Attachment 2 – CPF 1.0 Project Closeout and Attestation
- ✓ *Completed Exhibit D, Attachment 3 – Davis-Bacon Certification (ONLY FOR THOSE PROJECTS WITH A GRANT AWARD of \$5,000,000 or GREATER)
- ✓ *Completed Exhibit D, Attachment 4 – Build America, Buy America Certification
- ✓ *An invoice on company letterhead for **97% of the Grant award**, or the ORS portion of eligible project cost, if less than the total estimated project cost, upon completion of construction. The remaining 3% of the Grant award or the ORS portion of eligible costs, if less than the total estimated project cost, will be submitted to ORS upon grantee's submits their FCC Broadband Data Collection (BDC) filing following the completion of the project to both the FCC and the SCBBO. Invoice must be signed by either the President, CEO, or CFO certifying the charges are true and accurate and in accordance with the grant agreement.

Notes:

* All Exhibit D documents that need a signature must be signed by either the President, CEO or CFO.

Invoice will not be reviewed until all programmatic elements have been submitted, reviewed, and accepted by the SCBBO.

After the grantee submits their FCC Broadband Data Collection (BDC) filing following the completion of the project to both the FCC and the SCBBO, the grantee may submit the invoice requesting the final 3% of the Grant award, or the ORS portion of eligible costs, if less than the total estimated project cost. The grantee does not need to submit any additional exhibits or documents, unless otherwise requested by SCBBO.

Project Closeout

APPLICATION NARRATIVES

Item 1 - Describe how your proposal meets the needs of the community to be served as described in the "Guidelines."

[Redacted]

How has the ISP met the needs of the community? Please Explain

ISP Response: _____

Item 2 - Describe your plans or programs you will implement to improve adoption in the community described in this proposal.

[Redacted]

Has the ISP completed their plans to improve adoption in the community (as stated in Funding Agreement Exhibit A)? Please Explain

ISP Response: _____

Item 3 - Describe your plans or programs you have developed and will implement to increase digital literacy, for example, support through online training, for this project?

[Redacted]

As part of this project, how has the ISP made efforts to increase digital literacy? Please Explain

ISP Response: _____

Item 4 - As part of the Project, identify any areas that the Applicant would be willing to provide free public Wi-Fi in a central or community location to improve access for all South Carolinians and for what period of time.

[Redacted]

Has the ISP completed their plans to provide free Wi-Fi (as stated in Funding Agreement Exhibit A)? Please Explain

ISP Response: _____

Project Closeout

CHECKLIST

Programmatic

Has the ISP completed and uploaded programmatic data and documentation, which includes:

(Please check off each item)

1. Has ISP provided all required as built GIS data for the project (Line Work and Network Junctions)?
2. Has the ISP completed and uploaded the post-construction list of addresses?
3. Has the ISP uploaded (to the ORS Citrix File Share) geotagged photos of construction, speed tests, and cabinets or other equipment and/or billing statements which verifies work has been completed in the funded area?

Financial

Has the ISP completed and uploaded an invoice package (one PDF file with all required documents) which includes:

(Please check off each item, if #4 isn't applicable, enter N/A)

1. Completed Exhibit D – Application for Disbursement
2. *Completed Exhibit D, Attachment 1 – Affidavit of Completion and Eligible Expenses
3. *Completed Exhibit D, Attachment 2 – CPF Project Closeout and Attestation
4. *Completed Exhibit D, Attachment 3 – Davis-Bacon Certification (ONLY FOR THOSE PROJECTS WITH A GRANT AWARD of \$5,000,000 or GREATER)
5. *Completed Exhibit D, Attachment 4 – Build America, Buy America Certification
6. *An invoice on company letterhead for **97% of the Grant Award**, or the ORS portion of eligible project cost, if less than the total estimated project cost. Signed by either the President, CEO, or CFO certifying the charges are true and accurate and in accordance with the grant agreement.

* All Exhibit D documents that need a signature must be signed by either the President, CEO, or CFO.

QUESTIONS

Please describe the methods used for developing as built GIS data.

ISP Response:

Does the post construction address specific data plot correctly within the funded project area?

ISP Response:

Does the count of structures provided in the post construction address list match the count of structures outlined in the grant agreement? Total count in the funding agreement is:

ISP Response:

Do the geotagged photos of speed tests verify the network is capable of reaching the upload/download speeds outlined in the ISPs grant agreement?

ISP Response:

Has the ISP completed their commitment to offer Broadband Internet Service a low-cost plan with minimum speeds of 100/20? If yes what is the price and speed offered. Where is the offering published, provide link if available?

ISP Response:

Comments, please include any additional comments and/or narrative relevant for the project.

ISP Response:

Post Construction List of Addresses

Methodology

Testing Topics	Download Speed (Mbps) Upload Speed (Mbps) Latency (ms)
Number of Locations to Be Tested	20% of total subscribers at project closeout which are capable of meeting 100/100 symmetric speeds; minimum 50 locations unless otherwise instructed by SCBBO. Must be geographically dispersed throughout project area and may be selected by ISP.
Testing Period	9:00am to 11:59pm EST
Testing Frequency	Minimum of 5 tests per location on different dates and times. Populate the post construction list with the average of these 5 tests.
Required Results	At least 80% of all speed test results must be at a minimum of 80% of the subscription connection speeds (uplink/downlink); 95% of latency measurements must be at or below 100 milliseconds round-trip time.
Reporting	Use the Post Construction List Template provided by the SCBBO.
Testing Methods	Range of methods including Consumer Premises Equipment (CPE) and consumer-generated Ookla Speedtest results via a GPS-equipped device (preferred by SCBBO).

Post Construction List of Addresses

Project Name*	As defined in the Grant Agreement
Location Name/ID*	As defined in Grant Agreement
Fabric ID*	LocationID from the BSL Fabric
Latitude*	Latitude from the BSL Fabric
Longitude*	Longitude from the BSL Fabric
FCC Provider ID*	The FCC-supplied Provider ID number issued to the implementing ISP
Technology Type at Location	Fiber (FTTH), Hybrid Fiber Coax (HFC), Fixed Wireless, or, Other
If Technology Type "Other"	Other Broadband Technology
Location Type*	Residential or Business
If Residential, Housing Units at Location*	For Residential BSL's from BSL Fabric Only
Speed Pre-Investment*	Speed of each BSL from SCBBO Eligibility Map
Maximum Download Speed Offered at Location Post-Investment	Maximum advertised download speed offered (Mbps) <i>Example: 100</i>
Maximum Download Speed Delivered at Location Post-Investment	Average Download Speed Delivered (Mbps) <i>Example: 125.3</i>
Maximum Upload Speed Offered at Location Post-Investment	Maximum advertised upload speed offered (Mbps) <i>Example: 100</i>
Maximum Upload Speed Delivered at Location Post-Investment	Average Upload Speed Delivered (Mbps) <i>Example: 120.7</i>
Latency Delivered at Location Post-Investment	Average Delivered Latency (ms) <i>Example: 22</i>

* Will be pre-populated by the SCBBO.

What Constitutes Non-Compliance?

VII. EVENT OF DEFAULT; REMEDIES

A. Default. Any of the following acts or omissions of Grantee shall constitute an event of default hereunder (hereinafter referred to as “Events of Default”):

- 1) Breach by Grantee of any term, condition, covenant, agreement, or certification contained in this Agreement;
- 2) The use of Grant funds for any purpose other than as provided in this Agreement or to reimburse any expenses other than those related to the Project;
- 3) The failure to complete the Project by the Project Completion Date or as set forth in the Agreement, or otherwise unsatisfactory performance or completion of the Project, as determined by ORS in its sole discretion;
- 4) Grantee’s bankruptcy, insolvency, or the dissolution or liquidation of Grantee’s business organization or assets;

5) Failure to submit any report or submission of an incomplete report required hereunder;

6) Failure to submit expenses by due dates and in the format as determined and requested by ORS;

7) Failure to maintain, or permit access to, the records required hereunder;

8) Failure to perform any of the other covenants and conditions of this Agreement, including but not limited to, failure to complete the Project by the Project Completion Date;

9) A change in Grantee’s staffing capacity that adversely affects Grantee’s ability to complete the Project by the Project Completion Date, in the sole discretion of ORS.

10) Except as provided in Section X, where ORS determines that meaningful progress is not occurring, ORS shall provide notice and if Grantee does not cure as set forth in subsection B, ORS may terminate this agreement.

Path of Escalation

ORS shall:

- Give Grantee written notice of an Event of Default, and
- Grantee shall have thirty (30) calendar days from the date of such notice to cure the default.

Upon the occurrence of an Event of Default that continues beyond the thirty (30) day cure period, ORS shall:

- Have the right to terminate this Agreement immediately by written notice to Grantee.

Notwithstanding the above or anything in this Agreement to the contrary, upon the occurrence of an Event of Default under this Agreement involving Grantee's bankruptcy, insolvency, or the dissolution or liquidation of Grantee's business organization or assets, ORS shall be entitled and have the right to immediately terminate this Agreement, without notice or a cure period.

Two successive Events of Default by Grantee may result in termination of this Agreement immediately by written notice to Grantee.

Restrictions

Grant Funds are NOT to be used to overbuild another existing broadband provider or to reimburse expenses related to overbuilding another provider.

If Grantee learns after execution of the Grant Agreement that another provider is providing broadband service in the approved Project Area, Grantee shall cease work and notify ORS immediately.

- 1) It is understood and agreed between the Parties that the Grant funds disbursed pursuant to this Agreement are not to be used to overbuild another existing broadband provider or to reimburse expenses related to overbuilding another existing broadband provider. To the extent Grantee learns after execution of this Agreement that another provider is providing broadband service in the approved Project Area as of the date this Agreement is executed, Grantee shall advise ORS and agrees either 1) to work with ORS in good faith to amend this Agreement to include other unserved areas that are within the scope of the Program, or 2) to withdraw its request for Grant funding. Notwithstanding the above, in areas with broadband service at less than the standards defined by the Federal Communications Commission ("FCC") (reliably 25/3 Mbps download/upload speeds), Grant funds may be disbursed to Grantee to advance broadband service in those areas.

Restrictions

Grant Funds are NOT to be used for drops to locations outside of the Project Area through which Grantee is building main line fiber to reach unserved locations in the Project Area(s).

Grantee can connect those locations upon Project Completion at Grantee's own expense, and outside the terms of this Grant Agreement

- 2) Grantee acknowledges and understands that expenses related to drops either to homes or businesses located outside of the Project Area through which Grantee is building main line fiber/cable to reach unserved locations in the Project Areas (Exhibit M), as identified in this Agreement will be deemed Ineligible Expenses as defined herein. ISPs are allowed to connect those locations upon Project Completion, though any such interconnection work shall fall outside the terms of this Agreement.

What's Due on March 29, 2024?

ALL Documentation and Data is to be UPLOADED TO ORS CITRIX Platform:

- 1) Quarterly Expense Report (Exhibit H)**
 - 1) Backup for Expense Report**
- 2) Quarterly Progress Report (Exhibit J)**
 - 1) Backup for Quarterly Progress Report**
- 3) Revised Exhibit G – 811 Contractors**
- 4) Revised Exhibit N – Programmatic Data for Grant Awards over \$5 million**
- 5) Bond and/or Waiver Request**

BEAD Challenge Registration Form

BEAD Challenge Registration Form

South Carolina Broadband Office's (SCBBO) BEAD Challenge Period:

The Office of Broadband Coordinator, an office within the Office of Regulatory Staff ("ORS") that is more commonly known as the SC Broadband Office ("SCBBO") has published this form to allow stakeholders to register for the evidence-based BEAD challenge process administered by the SCBBO. The BEAD Challenge Process allows challenges from **nonprofit organizations, units of local and tribal governments, and broadband service providers**. SCBBO will review all submission responses to verify the eligibility of the proposed challenger and provide accepted challengers with a pin required for their challenge submissions, via email. For more information about the BEAD Program for South Carolina visit: <https://ors.sc.gov/broadband/office/investments/state/bead>

Permissible challengers may submit evidence towards:

- The identification of eligible Community Anchor Institutions (CAIs), as defined by the SCBBO,
- CAI BEAD eligibility determinations,
- BEAD eligibility determinations for existing broadband serviceable locations (BSLs),
- Enforceable commitments, or
- Planned service.

Questions about this registration form can be emailed to: Broadband@ors.sc.gov

Challenger's Name*

Please provide us with your first and last name.

Challenger's Organization Type*

Please select the challenger type that best represents you and your organization. Permissible challengers **MUST** be represented by one of these four categories.

Challenger's Organization Name*

Please provide us with the name of the organization you represent.

Challenger's Email*

Please provide us with your email address within your organization.

This email address will serve as your access to the SCBBO's BEAD Challenge Portal along with a Pin which will be emailed to you once the SCBBO accepts your submission. **Please do not share email and pin within your organization, each prospective challenger should submit a response to receive a unique pin for their email address.**

Challenger's Phone Number*

Please provide us with your phone number should SCBBO need to reach out for further information.

BEAD Challenge Registration Form

Organization Website*

Please provide us with the link to your organization's website.

Organizational Email to receive Rebuttals*

In addition to submitting challenges, you and your organization may need to respond (or rebut) challenges from another challenger.

Each organization will only be permitted one email address to receive challenges for rebuttal.

SCBBO recommends the organization create or establish a unique email address, accessible to all challenge participants in the organization, for receiving these emails to prevent time sensitive notifications from being lost.

- Link to be provided in the next two weeks
- Each individual must register to participate in challenge process
- Organizations are recommended to choose a single blanket email address, so all staff see the same challenge at the same time during any rebuttals.
- Anticipated launch of challenge portal around April 1st – Pending approval of Volume 1 IP

Q&A