Grant Request Number	GRN-002071
Funding Program Name	State Digital Equity Capacity Grant Program (2024)
Funding Request Name	Utah-DE Capacity 2024-Capacity Application
Applying Organization	GOVERNOR'S OFFICE OF ECONOMIC OPPORTUNITY
Applicant Name	Teri Mumm

1.1.1 SAM.gov Account

If the provided applicant information is not accurate for the applying organization please contact the NGP helpdesk (ngphelpdesk@ntia.gov) prior to proceeding with the application

Organization Name: GOVERNOR'S OFFICE OF ECONOMIC OPPORTUNITY, Applicant UEI: PGAST2SNV3B1
———

Upload an export of your profile on SAM.gov, ensuring the active dates of the account are visible.

EntityInformation_20240520-015250-05-20-2024 03-59-GOVERNOR'S OFFICE OF ECONOMIC OPPORTUNIT-GRN-002071.pdf
———

Enter the expiration date of your SAM.gov account.

04-11-2025
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Are your representations and certifications to receive Federal Financial Assistance funds in compliance and up to date?

Yes
———

1.2.1 Administering Entity (AE) / Administering Organization (AO)

For the purposes of this application, States will designate an Administering Entity and U.S. Territories will designate an Administering Organization. See definitions set forth in Section I.C of the NOFO. What is the name of the Administering Entity/Organization (AE/AO)?

Utah Broadband Center
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Is the administering entity/organization for this State Digital Equity Capacity Grant the same entity that served as the administering entity/organization for the State Digital Equity Planning Grant?

Yes
———

Describe the entity selected to serve as the administering entity/organization for the State or Territory. (2500 character limit)

The Utah Broadband Center (UBC), within the Utah Governor's Office of Economic Opportunity (GOEO), has been selected as the administering entity for the Utah Digital Opportunity Capacity Building Program. GOEO is dedicated to fostering economic development and digital equity across the state, leveraging its extensive experience managing state-wide initiatives and grants.

GOEO's mission is to enhance Utah's economic prosperity by creating an environment conducive to business growth, innovation, and equitable access to digital resources. With a strong focus on digital equity, GOEO has spearheaded projects to bridge the digital divide, promote broadband access, and improve digital literacy among underserved populations.

GOEO has a robust administrative infrastructure and a team of experts in economic development, digital access, and grant management. The office has established efficient processes for fund allocation, project monitoring, and compliance with federal and state regulations. GOEO's team includes financial analysts, project managers, and subject matter experts who will ensure the program's effective implementation.

GOEO has developed strategic partnerships with stakeholders, including local governments, educational institutions, non-profits, and private sector organizations. These partnerships enable collaborative efforts to enhance digital inclusion and ensure program initiatives are well-supported and sustainable. The office's extensive network will be instrumental in mobilizing resources and expertise to achieve the program's goals.

GOEO has a proven track record of managing large-scale digital equity programs. The office has successfully overseen UBC, which focuses on expanding broadband infrastructure and access throughout the state. This experience underscores GOEO's ability to effectively manage the Utah Digital Opportunity Capacity Building Program.

GOEO is committed to advancing digital equity as a cornerstone of its economic development strategy. The office recognizes the critical role of digital access in ensuring all Utah residents can participate fully in the digital economy. Through this program, GOEO aims to address barriers to digital inclusion, promote digital literacy, and foster a more inclusive and connected community.
———
Provide a letter from the governor (or equivalent official) of the State or U.S. Territory that designates the entity to administer the State Digital Equity Capacity Grant Program (i.e., the administering entity/organization).

Letter from Gov Cox Designating UBC (2) (1)-05-20-2024 05-14-GOVERNOR'S OFFICE OF ECONOMIC OPPORTUNIT-GRN-002071.pdf
———
Indicate which of the following options describes the relationship between the Applicant (as noted in the SF 424) and the Administering Entity/Administering Organization.
*An EIN is the Employer Identification Number issued by the IRS. For more information about EIN numbers, please visit Employer ID Numbers | Internal Revenue Service (irs.gov).
**A UEI number is the Unique Entity ID issued through SAM.gov. For more information about UEI numbers, please visit SAM.gov | Duns - Sam UEI.
***Please note that where the Administering Entity/Administering Organization does not share the same EIN and UEI with the Applicant, both entities will serve as a co-recipients of the State Digital Equity Capacity Grant award made to the Applicant in accord with 47 U.S.C. § 1723(b).

A.) The Applicant and Administering Entity/Administering Organization share the same EIN* and UEI** number.
———

2.1.1 Digital Equity Plan

Upload the Digital Equity Plan for the State meeting the requirements of 47 U.S.C. §1723(c) or the Digital Equity Plan for the Territory meeting the requirements of the Digital Planning Grant award of the Territory. The uploaded document must be the formal Digital Equity Plan that was reviewed, cured, and accepted by NTIA as part of the State the Digital Equity Planning Grant Program.

Utah Digital Equity Plan Final 2024 certified-05-20-2024 03-46-GOVERNOR'S OFFICE OF ECONOMIC OPPORTUNIT-GRN-002071.pdf
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2.2.1 Amendments to Digital Equity Plan

Has the Digital Equity Plan of the State or Territory been amended since it was previously submitted to and accepted by NTIA?

No
———

3.1.1 Executive Summary

Provide an executive summary of the project(s) and associated activities, the main purpose, and the intended outcomes, using approximately 500 words. Applicants are advised not to incorporate information that concerns business trade secrets or other confidential commercial or financial information as part of the Executive Summary. See 15 C.F.R. §4.9(b) concerning the designation of business information by the applicant. (2500 character limit)

The Utah Digital Opportunity Capacity Building Program, administered by the Utah Broadband Center (UBC) within the Utah Governor's Office of Economic Opportunity (GOEO), aims to enhance digital equity across the state. This funding round focuses on building capacity for digital access work across all sectors in Utah, ensuring all residents can participate in the digital economy.

The primary purpose of this program is to build capacity within UBC, state agencies, and small nonprofits, all prioritizing the covered populations as defined in the statute. The program seeks to bridge the digital divide by improving digital literacy, fostering community engagement, enhancing cybersecurity awareness, addressing broadband affordability, and providing access to digital devices.

Associated Activities:

Digital Skills Training: Develop and implement programs to increase digital literacy, including creating curricula, conducting training sessions, and providing certifications.

Community Engagement and Partnerships: Collaborate with local entities, conduct community meetings, and form partnerships with schools and libraries.

Cybersecurity and Privacy Awareness: Develop online security and privacy programs, including cybersecurity training and awareness campaigns.

Research Project: Update Key Performance Indicators (KPIs) and baseline data to measurable objectives.

Affordability Working Group: Establish a group to address broadband affordability issues without direct subsidies.

Device Lending and Refurbishment: Implement programs for lending, refurbishing, and acquiring devices for underserved populations.

Intended Outcomes:

-Improved Digital Literacy: Increased literacy rates and workforce readiness.

Expanded Community Engagement: Stronger support through partnerships and collaboration.
-Increased Cybersecurity Awareness: Better online security practices.
-Data-Driven Adjustments: Effective program adjustments based on data.
-Addressing Affordability: Strategic recommendations for improving broadband affordability.
-Increased Device Accessibility: More residents are gaining access to necessary digital devices.
By leveraging GOEO's expertise, resources, and partnerships, the program focuses on strategic impact, accountability, and sustainability, ensuring a digitally inclusive environment for all Utah residents.
There are two projects in this grant program:
Project ID: 1 - UBC Program Management
Project ID: 2 - Utah Digital Access Capacity Building Grant Program
———

3.1.2 Digital Equity Plan Elements to be Implemented

Identify the elements of the Digital Equity Plan to be implemented for this fiscal year's allocation of Capacity funding and whether specific elements of the Plan or specific Covered Populations are being prioritized and the rationale for prioritizing those elements or Covered Populations consistent with the needs assessment within the Digital Equity Plan. (2500 character limit)

For the first allocation of Capacity funding, the Utah Digital Opportunity Capacity Building Program will implement the following elements of the Digital Equity Plan, prioritizing projects that serve the eight covered populations:

Digital Literacy and Skills Training:
-Prioritized to address the significant gap in digital skills among underserved populations, enhancing workforce readiness and economic participation.
-Priority points will be given to organizations primarily serving covered populations.
Community Engagement and Partnerships:
-Focused on building solid local collaborations with schools, libraries, and community organizations to ensure sustainability and wide-reaching impact.
-Priority points will be awarded to initiatives engaging covered populations.
Cybersecurity Awareness:
-Essential for ensuring safe and secure digital environments, particularly for vulnerable populations.
-Priority points will be given to programs targeting covered populations.
Device Lending and Refurbishment Programs:
-Aimed at increasing access to digital devices for low-income and underserved communities.
-Priority points will be assigned to organizations serving covered populations.
Broadband Affordability Working Group:
-To develop strategies addressing the financial barriers to broadband access.

Training Digital Access Workforce:
-Developing a skilled workforce capable of supporting and expanding digital equity initiatives across the state.
-Priority points will be given to training programs that benefit covered populations.

Utah's approach to digital opportunity is systemic. We aim to develop an ecosystem responsive to and adaptable for all of Utah's covered populations. These priorities are based on the needs assessment within the Digital Equity Plan, emphasizing the most critical areas to reduce the digital divide and promote inclusive digital participation.
———

3.1.3 Project Plan

Provide an overall Project Plan that includes:
1) A description of all major project activities and timelines, including key milestones and when each major project activity will start and end.
2) A description of how progress on measurable objectives will be tracked and recorded alongside key milestones.
(2500 character limit)

Overall Purpose: Capacity Building
Timeline: 2024-2029 (Five Years)
Total Allocation: $7,795,149.91

Budget Breakdown:

Administrative Cost Cap (3%): $233,854.50
Plan Maintenance Cap (20%): $1,559,029.98
Evaluation & Reporting for Subrecipients (5%): $389,757.50
Remaining for Programming: $5,612,507.94
Major Project Activities and Timelines:

Digital Literacy and Skills Training:
Project ID: 2 - Utah Digital Access Capacity Building Grant Program

Q1 2025: Develop curricula
Q2 2025 - Q4 2029: Training sessions and certifications
Milestones: 700 participants trained annually
Community Engagement and Partnerships:
Project ID: 1 - UBC Program Management

Q4 2024: Community meetings
Q1 2024 - Q2 2025: Form partnerships
Ongoing: Collaborative activities
Milestones: 35 new partnerships by 2029
Cybersecurity Awareness:
Project ID: 1 - UBC Program Management

Q1 2025: Develop materials
Q2 2024 - Q4 2029: Awareness campaigns
Milestones: 50 workshops by 2029
Device Lending and Refurbishment:
Project ID: 2 - Utah Digital Access Capacity Building Grant Program

Q1 2025 - Q2 2026: Establish lending libraries, refurbish devices
Q2 2026 - Q4 2029: Distribute devices
Milestones: 3,500 devices by 2029
Broadband Affordability Working Group:
Project ID: 1 - UBC Program Management

Q4 2024: Establish group
Q1 2025 - Q4 2029: Develop strategies

Milestones: Annual strategic reports
Training Digital Access Workforce:
Project ID: 1 - UBC Program Management, Project ID: 2 - Utah Digital Access Capacity Building Grant Program

Q4 2024: Develop programs
Q2 2025 - Q4 2029: Workforce training sessions
Milestones: 350 workers trained by 2029
Tracking and Recording Progress:

Measurable Objectives: Quarterly tracking of Key Performance Indicators (KPIs) to measure program impact.
Key Milestones: Document achievements, conduct mid-term evaluations, and perform final reviews.
Reporting: Regular updates to ensure alignment with project goals, including detailed progress reports submitted to stakeholders and funding bodies.
This comprehensive project plan ensures the Utah Digital Opportunity Capacity Building Program bridges the digital divide and fosters an inclusive digital environment for all Utah residents.
————

3.1.4 Updates to DE Plan
Does the State or Territory intend to use a portion of its allocation (up to 20%) to update its Digital Equity Plan?

Yes
————

Indicate the activities the State or Territory intends to conduct to update the Plan, and a timeline for updates, including publication for public comment. For any aspects of the Digital Equity Plan that are forthcoming, such as quantitative baseline data, specify how and when those updates will be made. (2500 character limit)

Utah will utilize the Plan Maintenance Cap ($1,500,000) to implement a comprehensive research project. The activities and timeline are as follows: Research and Data Collection: Q4 2024: Conduct secondary research and in-depth expert interviews to establish research methods tailored to optimizing efficacy with covered populations. Q1 2025: Initiate data collection to gather quantitative baseline data. Q1-Q2 2025: Analyze collected data and update Key Performance Indicators (KPIs) and benchmarks. Build an online interactive dashboard to visualize results. Plan Updates: Q2 2025: Draft the updated Digital Equity Plan based on research findings. Q3 2025: Publish the draft plan for public comment, ensuring transparency and community involvement. Q4 2025: Finalize the updated plan by incorporating public feedback. Ongoing Assessment and Updates: Years 2-5: Conduct annual assessments and updates to ensure the plan remains relevant and effective. This includes continuous data collection and analysis to refine KPIs and benchmarks. The online dashboard will be updated with new data yearly to monitor changes over time. Annual Milestones: Publish updates and adjustments to the plan based on new data and feedback. Public Comment and Engagement: Facilitate public comment periods for each annual update to gather community input and ensure the plan meets the needs of all Utah residents. By following this structured approach, Utah will ensure that the Digital Equity Plan remains data-driven and adaptable, providing quality data to guide programs and effectively leverage funding sources.
————

3.2.1 Ongoing Collaboration Efforts

Describe the ongoing collaboration efforts the State or Territory will conduct with key stakeholders in the State or Territory as listed at 47 U.S.C. 1723 (c)(1)(D) and in alignment with the State Digital Equity Plan. (2500 character limit)

UBC will continuously engage with key stakeholders to support the Utah Digital Opportunity Capacity Building Program. Stakeholders include local governments, educational institutions, non-profits, private sector organizations, community-based organizations, and representatives of covered populations.

Key Engagements:

Quarterly Utah Broadband Alliance Hybrid Meetings: Share updates, gather feedback, and foster partnerships.
Monthly Connecting Utah Virtual Meetings: Regular updates and continuous dialogue.
Partnership with Utah Digital Opportunity Network (UDON):

UDON, in partnership with UBC, emphasizes participatory decision-making to address digital equity challenges.

Outreach Activities:

Workshops, Consultations, and Public Engagement Sessions: Capture input from diverse stakeholders and align initiatives with community needs.

Open Public Comment Process: Includes forums, surveys, and feedback sessions.
Building on Existing Partnerships:

Leverage partnerships formed during the planning process.
Engage new organizations offering digital access programs or resources.

Utah Resident Feedback Project:

Pilot Program: Piloted during the planning phase to gather feedback from Utah residents.
Annual Implementation: UBC intends to continue this program annually as part of outreach to covered populations to ensure their needs and challenges are addressed.

Commitment to Transparency and Inclusivity:

Ensure transparency and inclusivity in developing and refining digital equity strategies to build trust and support among stakeholders and the general public.

By leveraging its extensive network and fostering collaboration with stakeholders UBC aims to create a sustainable and impactful digital equity program that addresses the digital divide and promotes digital literacy and access for all Utah residents.
———

3.2.2 Description of Benefit to Covered Populations
A detailed description of how the State or Territory's implementation of the Digital Equity Plan, through Digital Equity Capacity Grant Program funding, will benefit each of the Covered Populations located within that State or Territory. (2500 character limit)

The Utah Digital Opportunity Capacity Building Program delivers inclusive digital programs focused on the unique needs of each covered population, ensuring adaptability and community-centric initiatives. The benefits for each covered population are:

Low-Income Individuals:

Digital Literacy and Skills Training: Enhances workforce readiness by training 700 participants annually.
Device Lending and Refurbishment Programs: Distributes 3,500 devices by 2029.
Aging Individuals:

Community Engagement and Partnerships: Builds 35 new partnerships by 2029 with senior centers.
Cybersecurity Awareness: Conducts 50 workshops on online safety and privacy.
Incarcerated Individuals:

Digital Literacy and Skills Training: Provides programs within correctional facilities to improve post-release employment.
Device Lending and Refurbishment Programs: Offers digital devices for reentry programs.
Individuals with Disabilities:

Digital Literacy and Skills Training: Develops accessible training programs.
Device Lending and Refurbishment Programs: Distributes adaptive devices and software.
Ethnic and Racial Minority Groups:

Community Engagement and Partnerships: Collaborates with minority-serving organizations for culturally relevant training.
Broadband Affordability Working Group: Produces annual reports to make broadband more affordable.
Rural Residents:

Device Lending and Refurbishment Programs: Ensures rural residents receive digital devices.
Broadband Affordability Working Group: Develops strategies to reduce broadband costs.
Veterans:

Digital Literacy and Skills Training: Provides targeted training programs for veterans.
Community Engagement and Partnerships: Partners with veterans' organizations to meet their unique needs.
Individuals with Language Barriers:

Digital Literacy and Skills Training: Offers multilingual programs to improve inclusion.
Community Engagement and Partnerships: Provides translation and interpretation services during training.
This systemic approach ensures impactful digital equity efforts, enhancing digital literacy, opportunity, and inclusion across Utah.
————

3.2.3 Measuring Success Across Digital Equity Outcomes
Describe how the State or Territory plans to collect data in alignment with the measurable objectives in the Digital Equity Plan to effectively measure the project's success across the digital equity outcomes identified at 47 U.S.C. 1723(c)(1)(C):
a. Economic and workforce development

b. Education
c. Health
d. Civic and social engagement
e. Delivery of other essential services
f. Any other digital equity outcomes specified in the Digital Equity Plan
(2500 character limit)

Utah will employ a comprehensive data collection strategy aligned with the measurable objectives in the Digital Equity Plan. This approach ensures effective measurement of success across key digital equity outcomes identified in 47 U.S.C. 1723(c)(1)(C).

Data Collection Methods:

Digital Independence Survey:
-Annual Statewide Survey: Conducted in multiple languages to assess digital access, literacy, and impacts on economic, educational, and social outcomes. Available through various outlets.
-Specific Focus Areas: Questions tailored to capture data relevant to each digital equity outcome.
Program Participation Data:
-Tracking Enrollment and Completion: Monitor participation in digital literacy and workforce training programs.
-Demographic Information: Collect participant data to identify impacts on covered populations.
Qualitative Research:
-Interviews and Focus Groups: Engage with stakeholders and covered populations to gather insights and identify barriers.
-Ongoing Engagement: Maintain dialogues to track changes and adjust programs as needed.
Secondary Research:
-Existing Data Analysis: Utilize data from the U.S. Census Bureau, Utah System of Higher -Education, and other sources to inform research and evaluate progress.
Measuring Key Outcomes:
a. Economic and Workforce Development:
-Employment and Income Data: Track changes in employment rates and income levels among participants.
-Job Placement Rates: Measure success from digital literacy and workforce training.
b. Education:
-Student Performance: Assess improvements in academic performance linked to digital literacy initiatives.
-Access to Resources: Monitor distribution and utilization of digital learning tools.
c. Health:
-Telehealth Utilization: Measure the increase in telehealth service usage among participants.
Health Outcomes: Track improvements facilitated by enhanced digital access.
d. Civic and Social Engagement:
-Civic Participation: Monitor involvement in online civic activities and community forums.
Social Connectivity: Assess increases in social engagement through digital platforms.
e. Delivery of Other Essential Services:
-Access to Government Services: Track usage and efficiency improvements of online government services.
-Service Delivery: Evaluate enhancements in service accessibility and effectiveness.
f. Additional Digital Equity Outcomes:

-Digital Inclusion Rates: Measure overall digital inclusion, focusing on affordability, device access, and quality of life indicators.

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3.2.4 Measuring Benefits to Covered Populations

Explain how the benefits delivered to the Covered Populations will be measured to the extent not addressed above and describe any other proposed research activities, as applicable. (2500 character limit)

Utah's Digital Opportunity Capacity Building Program will measure benefits to Covered Populations using comprehensive data collection and analysis strategies, aligning with the detailed research plan.
Data Collection Methods
Digital Independence Survey:
-Annual Statewide Survey: Conducted in multiple languages to assess digital access, literacy, economic, educational, and social impacts. Available through various outlets to ensure inclusivity.
-Targeted Questions: Address experiences and challenges faced by each Covered Population.
Program Participation Data:
-Tracking: Monitor enrollment and completion rates in digital literacy programs and device lending initiatives.
-Demographics: Collect detailed demographic information to identify impacts.
Qualitative Research:
-Interviews and Focus Groups: Engage stakeholders, including covered populations, to gather qualitative insights into their experiences.
-Continuous Engagement: Maintain dialogues to track changes over time and adjust programs.
Secondary Research:
-Existing Data Analysis: Utilize data from sources like the U.S. Census Bureau and the Utah -System of Higher Education.
-Measuring Key Benefits
a. Economic and Workforce Development:
-Employment and Income Data: Track changes in employment rates and income levels.
-Job Placement Rates: Measure job placements from digital literacy and workforce training.
b. Education:
-Student Performance: Assess improvements in academic performance linked to digital literacy initiatives.
-Access to Educational Resources: Monitor distribution and utilization of digital resources.
c. Health:
-Telehealth Usage: Measure the increase in telehealth services among participants.
-Health Outcomes: Track improvements facilitated by digital access.
d. Civic and Social Engagement:
-Civic Participation: Monitor participation in online civic activities.
-Social Connectivity: Assess increases in social engagement.
e. Delivery of Other Essential Services:
-Access to Government Services: Track usage of online services.
-Efficiency of Service Delivery: Evaluate improvements in service accessibility.
f. Additional Digital Equity Outcomes:
-Digital Inclusion Rates: Measure overall digital inclusion, focusing on affordability and device access.
-Quality of Life Indicators: Assess changes in quality of life, access to information, and growth opportunities.
Additional Research Activities
-Utah Digital Opportunity Index: Composite Score: Interactive Dashboard

————

3.3.1 Evaluation Plan

Describe the overall plan to evaluate how the proposed projects and activities will achieve the goals of the Digital Equity Plan. (2500 character limit)

The overall plan to evaluate the proposed projects and activities will focus on assessing the achievement of the goals outlined in the Digital Equity Plan. The evaluation will involve hiring up to two evaluation contractors to work in partnership with UBC, subrecipients, and the research team. These contractors will evaluate program impacts, effectiveness, and efficiency.

Project ID: 1 - UBC Program Management

Evaluation for UBC Digital Access: $779,514.00 (below 10% cap)
Project ID: 2 - Utah Digital Access Capacity Building Grant Program

Evaluation & Reporting for Subrecipients: $389,757.50 (5% cap)
Evaluation Activities:

Collaboration: Contractors will collaborate with UBC, subrecipients, and the research team to ensure comprehensive evaluation coverage.
Reporting Requirements: Adherence to all reporting requirements, including demographic data collection and analysis.
Program Design and Research Project: Evaluators will assess the program's design, implementation, and impact on covered populations.
Impact and Effectiveness: Measure the success of digital literacy training, device distribution, cybersecurity awareness, and other key activities.
Efficiency: Analyze resource allocation and program operations to ensure optimal use of funds.
By employing these evaluation methods, Utah will ensure that the Digital Opportunity Capacity Building Program achieves its objectives, providing valuable insights to guide future improvements.
————

3.3.2 Preventing Waste, Fraud, and Abuse

Describe the safeguards the applicant will put in place to prevent waste, fraud, and abuse in the implementation of the program. (2500 character limit)

To prevent waste, fraud, and abuse in the implementation of the program, we have established comprehensive safeguards:

Grant Management and Compliance:

Policies and Procedures:
-Developed detailed policies and procedures for tracking compliance with grant terms and conditions. These include financial management, payroll processing, procurement, contract management, and subrecipient monitoring.
-Compliance Monitoring: GOEO has a dedicated compliance officer who monitors UBC's work and ensures adherence to established policies and procedures.
Internal Controls:
-Segregation of Duties: Implemented a two-step approval process for all financial transactions to ensure proper checks and balances.
-Internal Audits: Regular internal audits to promptly identify and rectify any discrepancies.

Training and Awareness:
-Staff Training: Regular training sessions for staff on ethics, fraud prevention, and compliance policies.
-Publicized Reporting Channels: Established and publicized channels for reporting waste, fraud, or abuse, including telephone numbers and email addresses for the Utah Ethics Commission.
External Reviews:
-Desk Reviews: Regular desk reviews by NTIA to ensure compliance with federal requirements. - Documentation and records are meticulously maintained.
-Ongoing Evaluation: External evaluators will assess the program's effectiveness and efficiency, providing additional oversight.
Record Retention:
-Retention Schedule: Adhering to a strict record retention schedule as per 2 CFR § 200.334, ensuring all documentation is available for review when necessary.

By focusing on these safeguards, UBC ensures robust mechanisms are in place to prevent waste, fraud, and abuse, maintaining the integrity of the Digital Opportunity Capacity Building Program.
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3.3.3 Subgrantee Selection Process
Do you plan to use subgrantees to implement grant projects and activities?

Yes
———

To the extent the applicant intends to use subgrantees to implement grant projects and activities, describe the process by which subgrantees will be selected and the safeguards in place to ensure the selection process fosters a sense of fairness and accountability by being open, transparent, and equitable; and is in compliance with 2 C.F.R. part 200. (2500 character limit)

UBC will use GOEO's established grant subgrantee selection process to ensure compliance with 2 C.F.R. part 200 and meet all NTIA requirements. We focus on maintaining fairness, transparency, and opportunity for all applicants. Selection Process: Open and Transparent Application: Public Announcement: Grants with detailed guidelines and eligibility criteria will be publicly announced. Application Portal: An accessible online portal for submitting applications, ensuring ease of access for all potential applicants. Diverse Outreach: Targeted Outreach: Conduct outreach to diverse communities, ensuring representation from all Utah-covered population communities. Informational Sessions: Host webinars and workshops to guide potential applicants through the application process. Equitable Review: Diverse Review Panel: Seek diverse grant reviewers representing all Utah-covered populations to ensure an inclusive and equitable review process. Standardized Criteria: Use standardized evaluation criteria to assess applications, ensuring consistent and fair assessments. Safeguards: Conflict of Interest Policies: Implement strict conflict of interest policies to ensure impartiality. Transparent Decision-Making: To maintain transparency, document and publish the selection process and decisions. By following these procedures, UBC ensures that the subgrantee selection process is open, transparent, and equitable. This fosters a sense of fairness and accountability while effectively implementing grant projects and activities.
———

3.4.1 Description of Projects and Activities
Describe the specific projects and activities proposed to be funded by the State Digital Equity Capacity Grant Program.
Complete the form provided, filling out all fields as applicable, and upload it.

UT Specific_Projects_Form_DE_Capacity_State_T-05-28-2024 05-27-GOVERNOR'S OFFICE OF ECONOMIC OPPORTUNIT-GRN-002071.xlsx
———

3.4.3 Intention to Submit Additional Projects and/or Project Details
Do you plan to submit additional projects and/or project details via an updated Specific Projects Form within 9 months from the award start date?

Yes
———

4.1.1 Description of Other Funding
Does the State or Territory intend to use other funding sources to implement its Digital Equity Plan?

No
———

5.1.1 Consolidated Budget Form
In the field provided, upload the Consolidated Budget Form and (optionally) a budget addendum that provides a detailed explanation of: (a) project expenses for Digital Equity Plan updates and/or maintenance; and (b) project expenses for subsidies for the provision of broadband services through affordable broadband programs. The budget addendum should demonstrate that expenses for Digital Equity Plan updates or maintenance do not exceed 20% of the amount of the grant and that expenses for affordable broadband programs do not exceed 10% of the amount of the grant.
All budget amounts must exactly match or reflect across all budget documentation. For example, do not provide estimates or approximate amounts in the Consolidated Budget Form that do not exactly match amounts in the SF-424 and all relevant sections in the application.
Download the linked
Consolidated Budget Form to fill out and upload; template use is required. See available examples for the budget addendum linked here; example use is not required. Note: the budget addendum is a supporting document for the project, required via Field 15 of the SF-424 (OMB Control No. 4040-0004, Expiration Date: 11/30/2025).

UT Final_Consolidated Budget Form_DE Capacity-07-11-2024 05-35-GOVERNOR'S OFFICE OF ECONOMIC OPPORTUNIT-GRN-002071.xlsm
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5.2.1 Negotiated Indirect Cost Rate Agreement (NICRA)
Are indirect costs included in the proposed budget?

Yes
———

If indirect costs are included in the proposed budget, the applicant must upload a copy of the approved negotiated agreement if this rate was negotiated with a cognizant federal audit agency. If the rate was not established by a cognizant agency, provide a statement to this effect (2500 character limit). If the successful applicant includes indirect costs in the budget and has not established an indirect cost rate with a cognizant federal audit agency, the applicant will be required to obtain such a rate in accordance with Section B.06 of the Department of Commerce Financial Assistance Standard Terms and Conditions Dated November 12, 2020.
Alternatively, consistent with 2 C.F.R. § 200.414(f), applicants that do not have a current negotiated indirect cost rate may elect to charge indirect costs to an award pursuant to a de minimis rate, in which case a negotiated indirect cost rate agreement is not required. Applicants proposing a de minimis rate

pursuant to 2 C.F.R. § 200.414(f) should note this election as part of the budget portion of the application.

n accordance with 2 C.F.R. § 200.414(f), the Governor's Office of Economic Opportunity (GOEO) elects to charge indirect costs to this award using the de minimis rate of 10% of modified total direct costs (MTDC). This election is made in lieu of an established negotiated indirect cost rate agreement. The GOEO does not have a current negotiated indirect cost rate with a cognizant federal audit agency. By opting for the de minimis rate, we acknowledge that a formal negotiated indirect cost rate agreement is not required. This choice allows us to apply a straightforward and standardized rate to cover our indirect costs. The budget reflects the application of this de minimis rate, ensuring compliance with the Department of Commerce Financial Assistance Standard Terms and Conditions and the relevant provisions under 2 C.F.R. § 200.414(f).

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7.1.1 CD-511: Certification Regarding Lobbying

Applicants must upload a completed Form CD-511 Certification Regarding Lobbying that certifies that Federal funds have not been used and will not be used for lobbying in connection with this request for Federal financial assistance.

CD511 UTah Revised RD signature -07-11-2024 04-37-GOVERNOR'S OFFICE OF ECONOMIC OPPORTUNIT-GRN-002071.pdf

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8.1.1 Digital Equity Plan Implementation Certification

Certification that the State or Territory, acting through the administering entity/organization for the State or Territory, shall not later than five (5) years after the date on which the Assistant Secretary awards the Capacity Grant to the State or Territory implement the Digital Equity Plan of the State or Territory and make subgrants in a manner that is consistent with the aims of such Digital Equity Plan.

Yes

———

8.1.2 Supplemental Funds Certification

Certification that Capacity Grant funds will be used to supplement, not supplant, other Federal or State funds that have been made available to carry out the activities in Digital Equity Plan and the NOFO.

Yes

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8.1.3 Build America Buy America (BABA) Act Certification

Certification that the State or Territory, if using Capacity Grant funds for an "infrastructure project" (as defined in 2 C.F.R. 184.3), will abide by the requirements of the Build America Buy America Act (Pub. L. No. 117-58, §§ 70901-52) and by the regulations promulgated thereunder at 2 C.F.R. part 184).

Yes

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8.2.1 Assurances

Do you attest to the following assurances? Note that "AE/AO" refers to "Administering Entity / Administering Organization," with "Administering Entity" being applicable for States and "Administering Organization" being applicable for U.S. Territories.
I hereby provide the following assurances required under 47 U.S.C. §1723(e):

1. If an entity described in section 1724(b) is awarded grant funds under this section (referred to in this subsection as a "covered recipient"), provide that-

    A. the covered recipient shall use the grant funds in accordance with any applicable statute, regulation, and application procedure;

    B. the AE/AO for that State or U.S. Territory shall adopt and use proper methods of administering any grant that the covered recipient is awarded, including by

        i. enforcing any obligation imposed under law on any agency, institution, organization, or other entity that is responsible for carrying out the program to which the grant relates;

        ii. correcting any deficiency in the operation of a program to which the grant relates, as identified through an audit or another monitoring or evaluation procedure; and

        iii. adopting written procedures for the receipt and resolution of complaints alleging a violation of law with respect to a program to which the grant relates; and

    C. the AE/AO for that State or U.S. Territory shall cooperate in carrying out any evaluation—

        i. of any program that relates to a grant awarded to the covered recipient; and

        ii. that is carried out by or for the Assistant Secretary or another Federal official;

Yes
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2. The AE/AO for that State or U.S. Territory shall—

    A. use fiscal control and fund accounting procedures that ensure the proper disbursement of, and accounting for, any Federal funds that the State is awarded under this section;

    B. submit to the Assistant Secretary any reports that may be necessary to enable the Assistant Secretary to perform the duties of the Assistant Secretary under this section;

    C. maintain any records and provide any information to the Assistant Secretary, including those records, that the Assistant Secretary determines is necessary to enable the Assistant Secretary to perform the duties of the Assistant Secretary under this section; and

    D. with respect to any significant proposed change or amendment to the State Digital Equity Plan for the State, make the change or amendment available for public comment in accordance with subsection (c)(2); and

Yes
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3. the State, before submitting to the Assistant Secretary the State Digital Equity Plan of the State, has complied with the requirements of subsection (c)(2).

Yes
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