

**Virginia Office of Broadband
Broadband Equity, Access, and Deployment (BEAD) Program**

Policy Notice on the ISP Negotiation Cycle of the BEAD Application Process

At the time of drafting this Policy Notice, the Office of Broadband has not identified provisional subgrantees and therefore has not determined the BEAD eligible locations within application areas that were not included in the provisionally identified subgrantee's application, or locations that were not included in a provisionally identified proposal from the initial application cycle.

After these no-provisionally identified locations are determined, all locations not included in a provisionally identified subaward will be published in a consolidated file on the Virginia Open Data Portal. Office of Broadband intends to upload this file on the Virginia Open Data Portal on March 28th and will update stakeholders if this opening date is delayed. Concurrently to uploading this file on the Virginia Open Data Portal, the Office of Broadband will open an application portal for BEAD applicants to submit information under the Internet Service Provider (ISP) Negotiation Cycle ("Negotiation Cycle") of the BEAD application process. The portal will close 30 days after opening.

This portal will accept a bulk upload of location ID information in a .csv format. The below information is required to be submitted in the .csv format. Each location must be submitted in a separate row.

- Location ID Number
- Location Classification (0 for unserved, 1 for underserved, 3 for CAI)
- Proposed De-Obligation? (Yes/No)
 - If yes, applicant should submit the required information to broadband@dhcd.virginia.gov after submitting their information. Locations proposed for de-obligation do not need to complete the other fields. See more information below regarding de-obligation in the Internet Service Provider (ISP) Negotiation Cycle.
- Requested Funds
- 25% Match (Yes/No)
- Technology Code
- Download Speed Anticipated
- Upload Speed Anticipated
- Low Latency? (Yes/No)¹
- Estimated Miles Aerial Infrastructure (If Wireline)
- Estimated Miles Underground Infrastructure (If Wireline)
- Deployment Time (Months)

Please refer to the Negotiation Cycle application process handbook for additional information on how to submit applications under this cycle. This handbook will be published prior to the opening of this cycle of applications.

Based on the Commonwealth of Virginia's approved BEAD Initial Proposal, the Office of Broadband will establish prioritization criteria for reviewing applications submitted under the Internet Service

¹ Per the BEAD Notice of Funding Opportunity, low latency means a latency of less than or equal to 100ms

Provider (ISP) Negotiation Cycle. These prioritization criteria will be based on requested funds per location, if the applicant is contributing 25% match in the proposal for that location, and the proposed technology at each location. Consideration may be given to the download and upload speeds anticipated. Office of Broadband also reserves the right to decline an applicant on the basis of technical capability.

Other Guidance Provisions:

- By submitting a bid with less than 25% match, and correctly submitting this via the Negotiation Portal, the Office of Broadband will interpret this as a waiver request to the 25% required match threshold. No other documentation is needed.
- The Office of Broadband reserves the right to require provisionally identified sub awardees from the Negotiation Cycle to submit additional information to satisfy requirements of the BEAD Final Proposal and other federal reporting requirements during the BEAD application process.
- Applicants may only apply to serve a location in the Negotiation Cycle in counties and cities that were identified in their BEAD Letter of Intent.
- The Office of Broadband will utilize the previously distributed application links to each broadband provider that submitted a Letter of Intent under the BEAD program.
- Although unlikely, if a location was not included in any application in the Internet Service Provider (ISP) Negotiation Cycle, then the Office of Broadband will directly engage with providers to secure proposals for these locations.
- The Office of Broadband does not anticipate waiving the Extremely High Cost Per Location Threshold, but will consider waiving this threshold if no proposal was received to serve a location under the Internet Service Provider (ISP) Negotiation Cycle.
- Information submitted in CAMS in the initial application cycle will suffice for applicants submitting in the Internet Service Provider (ISP) Negotiation Cycle.
- If an applicant is submitting under Virginia's BEAD application process for the first time under the Negotiation Cycle of the application process, then an application in CAMS should be completed prior to the deadline of the Internet Service Provider (ISP) Negotiation Cycle. This requirement is in place to ensure all BEAD applicants are compliant with requirements of the BEAD program.
- Applicants in the Negotiation Cycle that are only submitted to propose de-obligations of locations are not required to apply in CAMS.
- Applicants may de-obligate locations in the Negotiation Cycle by following the bulk submission process outlined above. The required de-obligation submission file and evidence associated with de-obligations should be directly emailed to broadband@dhcd.virginia.gov. See the [Policy Notice on de-obligation](#) for more information.
- Applicants should reference the Applicant Guide Document and CSV Guidelines posted on DHCD's BEAD webpage along with this policy notice.