

FY 2021  
Virginia Telecommunication Initiative  
How to Apply Webinar



# Agenda

- I. Welcome.....Evan Feinman, Chief Broadband Advisor
- II. VATI Program Overview.....Tamarah Holmes  
Director, Office of Broadband
- III. VATI Application Components.....Tammy Breski  
Telecommunication Project Manager
- IV. Centralized Application and Management System (CAMS).....Tammy Breski
- V. Tips, Q&A and Next Steps.....Caroline Luxhoj  
Telecommunication Project Manager

# VATI Program Description

Provide financial assistance to supplement construction costs by private sector providers to extend services to areas that are presently unserved by any broadband provider.

Expansion of broadband is a priority of Governor Northam

FY2021 proposed at level funding of \$19 million

# Virginia Telecommunication Initiative

Year to date

- Awarded \$25 million to 29 localities
- 53,254 Virginia residents, businesses and community anchors will have access to broadband speeds greater than 25Mbps/3 Mbps
- Actual implementation speeds range from 10Mbps/3Mbps to 2Gb

# Stakeholder Involvement

- Held three (3) Input Sessions on April 14, 2020, April 23, 2020 and April 27, 2020
- Received ninety-two (92) comments from twenty-five (25) unique sources from Input Sessions and written comments

# New for 2021

- Unserved areas are defined as having broadband speeds at or below 25 Mbps/ 3 Mbps.
- Due to inherent potential of overlap, wireless applicants are strongly encouraged to contact DHCD for assistance
- Private co-applicant must contribute a cash match (minimum 10%). If below 10%, must provide details demonstrating appropriate private investment in relation to the density and scope of project.
- Provide details on items being leveraged for project
- Changed Public Notice to VATI Notice of Application
- Challenge Process
  - Planned service is eligible for a challenge if state or federal funds have been awarded.
  - Challenger must use the project area maps submitted by the applicant in their submission of a challenge. Challengers are encouraged to submit additional maps.

# FY21 VATI Timeline

- **April 14** – Guidelines stakeholder meeting #1:11:00am - 1:00pm
- **April 23** – Guidelines stakeholder meeting #2:1:00pm - 3:00pm
- **May 18** – Guidelines public comment deadline
- **June 9** – How-to-Apply webinar
- **July 13** – Deadline to submit the VATI Notice of Application
- **July 17** – DHCD posts VATI Notice of Application on the VATI website
- **August 17** – VATI Application deadline
- **August 24** – DHCD posts applications on VATI website
- **September 23** – Challenge application deadline
- **November 9** – Deadline for responses to challenges



# FY 2021

## Virginia Telecommunication Initiative



# Eligible Applicants

- Units of local government (Towns, Cities, Counties, EDA/IDA, Broadband/Wireless Authorities, Planning District Commissions, School Divisions, etc.)
- Must have private sector provider as a co-applicant.

# Application Components

- Demonstrated Need
- Project Readiness
- Budget and Cost Appropriateness
- Commonwealth Priorities

# Definition of Unserved

An area with speeds of 25 Mbps/3 Mbps or less with less than or equal to 10% service overlap within the project area.

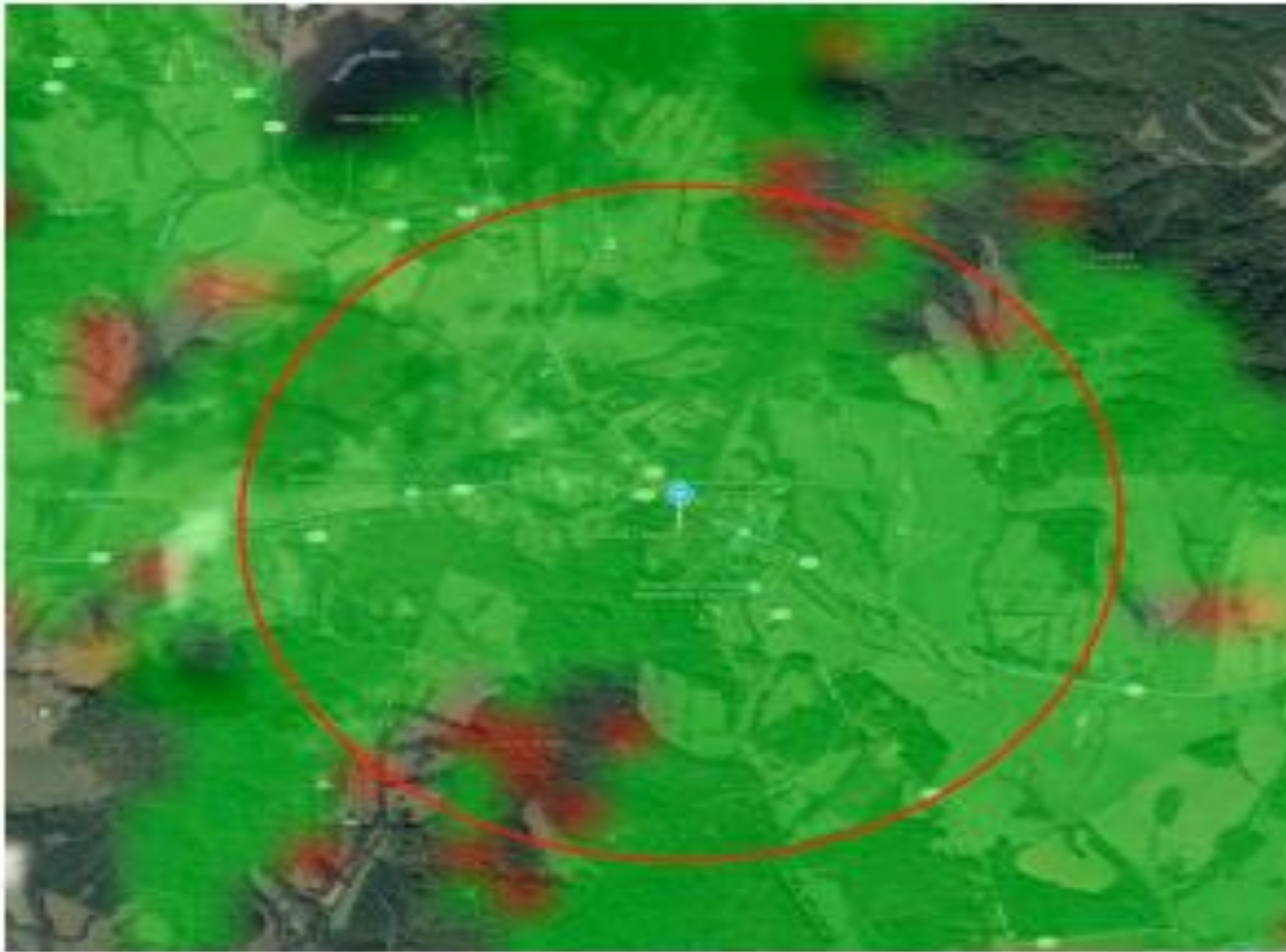
***Areas lacking 10 Mbps /1 Mbps will be given significant priority in application scoring.***

# Demonstrated Need

## Project Area Description:

- Narrative Description, including a project area map
- Existing providers, including source of information
- Existing federal funds (CAF II, ACAM, Reconnect, and Community Connect) in or near the project area
  - Rural Digital Opportunity Fund (RDOF) eligible census blocks
- Determination of unserved and anticipated overlap
- Total number of passings in project area
- Deployment Speeds
- Network Design

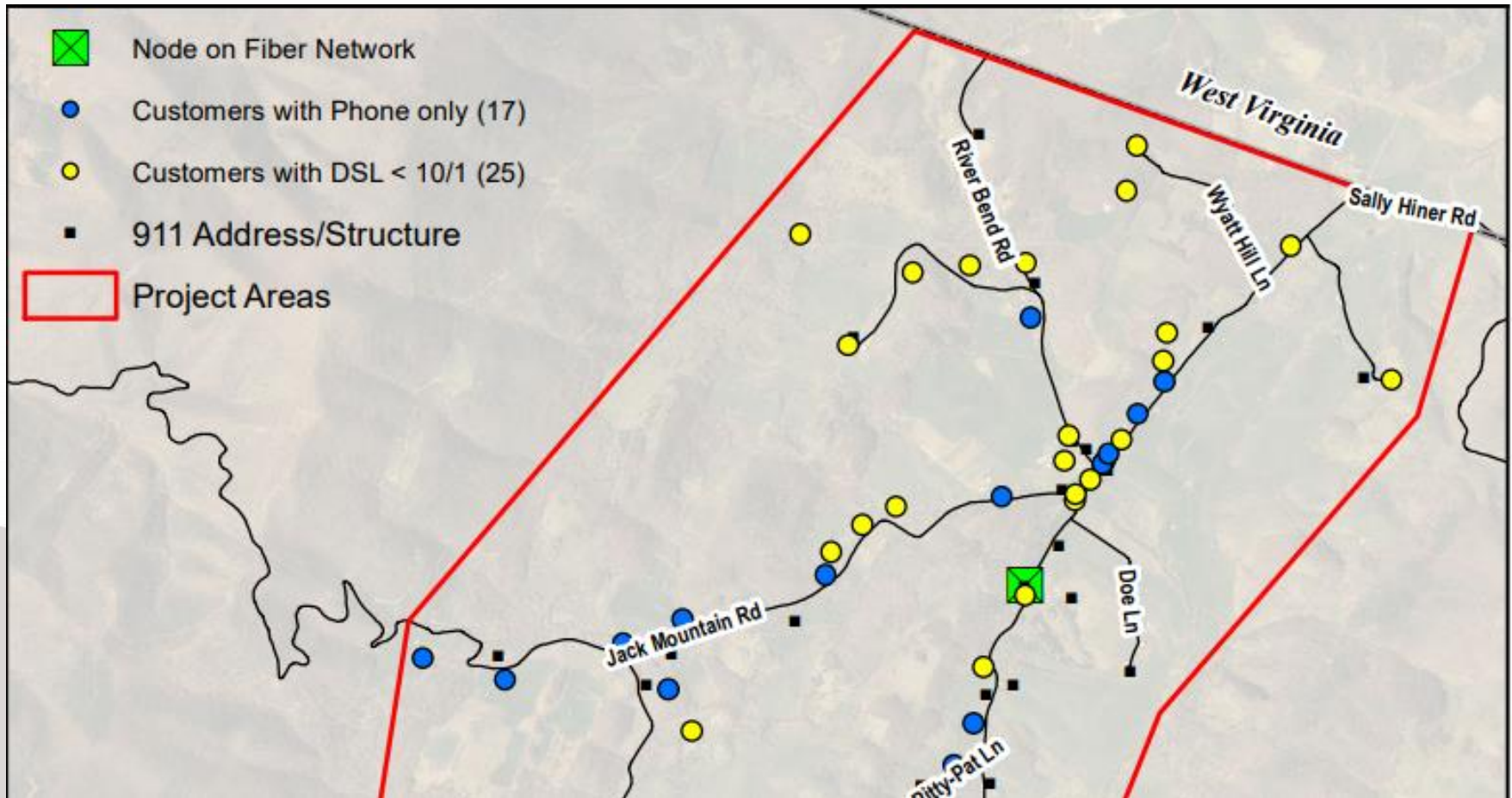
# Map Example Needed Improvement





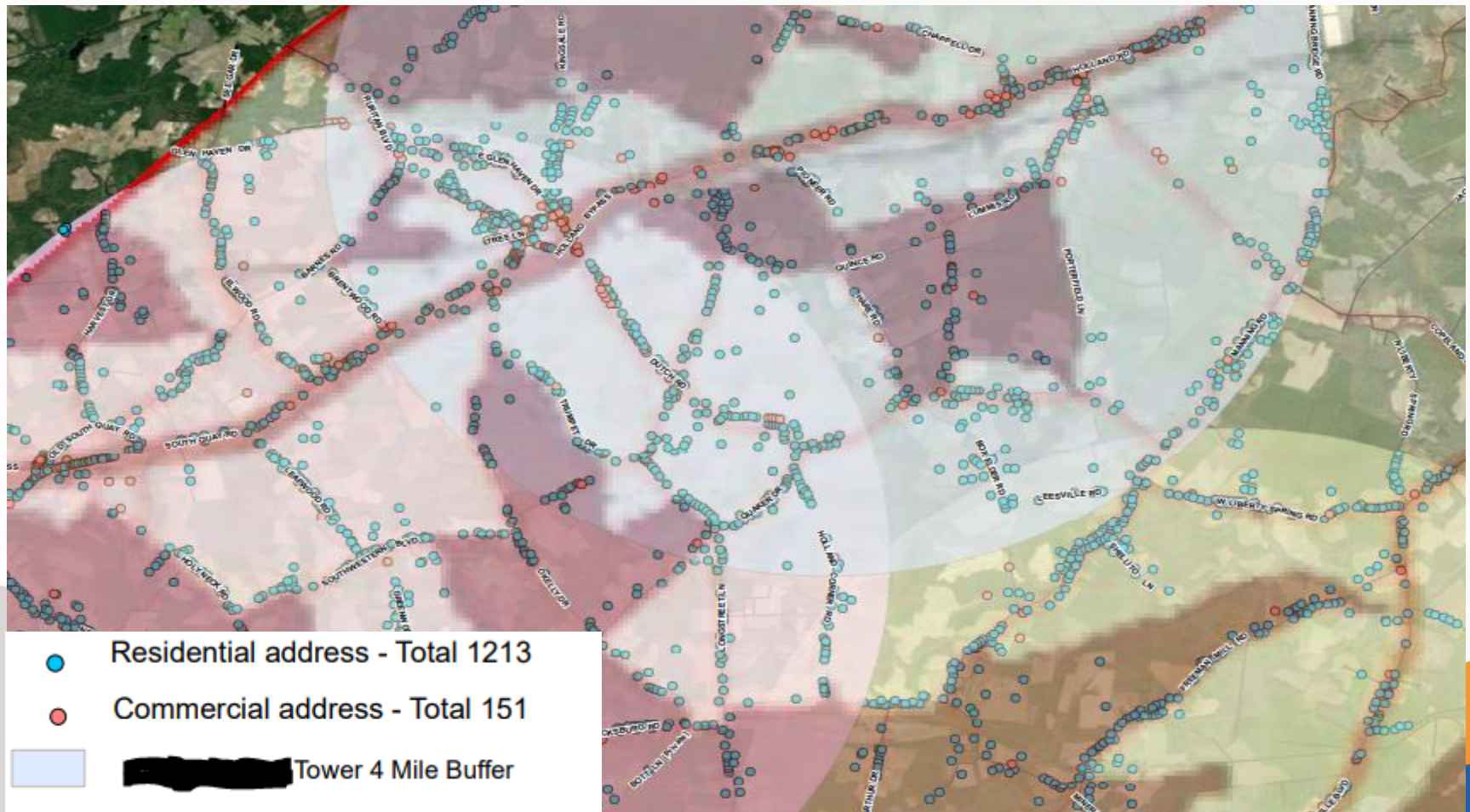
# Map Example

## Detailed Wireline Map



# Map Example

## Detailed Wireless Map



# **\*New in 2021\***

## **Sample Passings Form**

Type of Passings	Total Number in Project Area	Number with Speeds at 10/1 or below in Project Area
Residential		
Businesses (non-home based)		
Businesses (home-based)		
Community Anchors		
Non-residential		
Total Number of Passings		



# Project Readiness

- Status of Development (planning, preliminary engineering report)
  - Draft MOU/MOA
- Project Timeline, including detailed construction schedule
- Status of Easements/Permits
- Details on matching funds (*Note: VATI cannot fund more than 80% of total project cost*)
- Details on leverage
- Marketing plan, including take rate and digital literacy efforts
- Details on project management team

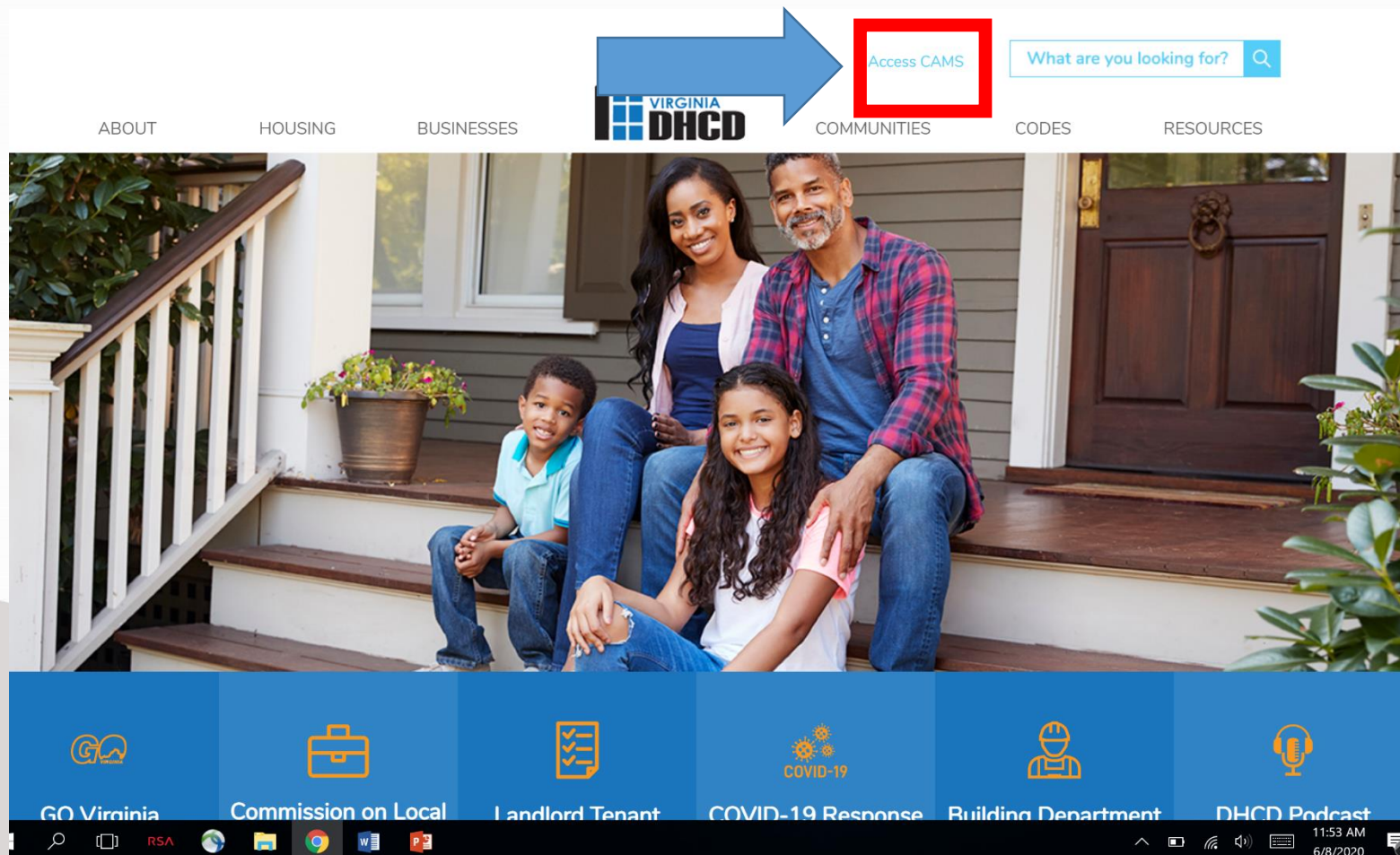
# Project Budget and Cost Appropriateness

- Detailed narrative on how grant funds will be used
  - Derivation of Costs
  - Documentation on supporting cost estimates
- Cost Benefit Index

# Commonwealth Priorities

- Details on how project fits in larger plan to achieve universal coverage
- Significant businesses, community anchors or other passings in the project area
- Details on unique partnerships
- Digital Equity efforts

# CAMS



# Preparing Your Application in CAMS

- Create a Profile now.
- Locality must submit.
- Do not share your password / login.
- Assign staff to roles for assistance as needed.
- Internet Explorer or Chrome are the recommended browsers.
- Save often. Use Save this Tab before moving to another section.

# CAMS PROFILE

## Organization Dashboard

[Back to Dashboard](#) [To Org Detail](#) [Back to Search](#)

**Organization Name:** Albemarle Broadband Authority

**Website:** <http://www.albemarle.org/broadband>

**Address:** 401 McIntire Road  
Charlottesville, VA 22902

**Director:** Bucky Walsh  
[bwalsh@albemarle.org](mailto:bwalsh@albemarle.org)  
(434) 249-6565

**Phone Number:** (434) 296-5891

**Organization Hold:** Not on Hold

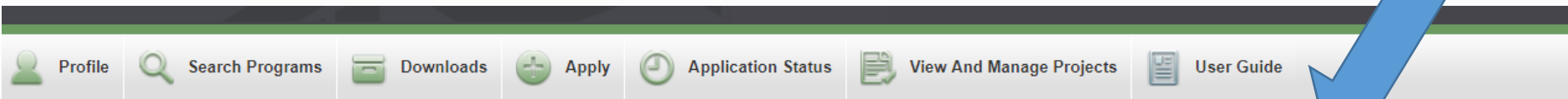
## Staff Information

Name	Email	Work Phone	CAMS User Role
Breeden, Lisa	<a href="mailto:lbreeden2@albemarle.org">lbreeden2@albemarle.org</a>	(434) 296-5818	Profile Manager
Culp, Michael	<a href="mailto:mculp@albemarle.org">mculp@albemarle.org</a>	(434) 296-5891	Profile Manager
Walsh, Bucky	<a href="mailto:bwalsh@albemarle.org">bwalsh@albemarle.org</a>	(434) 249-6565	Organization Head

## Organization Financial Information



# Accessing the Application



## Program Search

By Program Name:

By Eligible Org Type: ☐ CHDO ☐ Developer ☐ Housing Authority ☐ Localities ☐ Nonprofit Organization ☐ Other (Private for profit) ☐ Planning District Commission ☐ State Agency

By Activity Type: ☐ Community Development ☐ Economic Development ☐ Homeless Service ☐ Housing ☐ Infrastructure

The search results below display all programs for the search criteria requested above. While programs may be available via the search tool, they may only be accessible for funding to **specific organization types**. Eligible organization types are indicated below by program.

1 Results Page 1 of 1

### Virginia Telecommunications Initiative 2019

The Virginia Department of Housing and Community Development (DHCD) will implement the Virginia Telecommunications Initiative (VATI). The goal of VATI is to enhance sustainability and competitive advantages of communities throughout the Commonwealth by preparing those communities to build, utilize, and capitalize on telecommunications infrastructure. Consistent with the enabling legislation, DHCD will award the \$4 million FY 2019 appropriation to eligible applicants to provide last-mile services to unserved areas of the State. DHCD reserves the flexibility to award any amount to eligible grantees, depending entirely on the quality and quantity of applications received.

The primary objective of VATI is to provide financial assistance to supplement construction costs by private sector broadband service providers, in partnership with local units of government to extend service to areas that presently are unserved by any broadband provider.

*Application Start Date:* 9/24/2018 *End Date:* **12/14/2018**

*Eligible Organization Type:* Localities, Planning District Commission, State Agency

*Eligible Activity Type:* Community Development, Infrastructure

*Additional Information:* [2019 VATI Program Guidelines and Criteria](#)

[Contact Us](#) | [FAQ](#) | [DHCD Site](#) | [Audit Policy](#)  
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Virginia Department of Housing and Community Development  
600 East Main Street, Suite 300  
Richmond, VA 23219



# Starting Your Application

Project Information

Project Budget

Narrative Information

Attachments

Additional Information

**Project Information**

Organization Name\*:

**Project Primary Contact**

First Name\*:

Title\*:


Work Phone\*:  -  -


**Project Location**


Address\*:

City\*:

**Primary Service Area**

County:  [Add/Edit County](#)

City:  [Add/Edit City](#)

Town:  [Add/Edit Town](#)

Last Name\*:

Email\*:

Zip Code\*:  -  [Whats my +4?](#)



# Completing Your Budget

Project Information | **Project Budget** | Narrative Information | Attachments | Additional Information

**Project Budget Information**

Please enter your Total Request: \$

Cost/Activity Category	DHCD Request	Other Funding	Total
<input checked="" type="checkbox"/> Telecommunications	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Budget Narrative:**

## Example Budget

Project Information | **Project Budget** | Narrative Information | Attachments | Additional Information

[Save This Tab](#)

**Project Budget Information**

Please enter your Total Request: \$

Revision #: AF00002 [Original Budget](#)

Cost/Activity Category	DHCD Request	Other Funding	Total
<input checked="" type="checkbox"/> Telecommunications	\$291,300.00	\$1,650,700.00	\$1,942,000.00
<b>TOTAL</b>	<b>\$291,300.00</b>	<b>\$1,650,700.00</b>	<b>\$1,942,000.00</b>

**Budget Narrative:**

The total project cost is \$1,942,000. is contributing 70%, or \$1,359,400. is contributing 15% or \$291,300 for a combined "Other Funding" total of \$1,650,700. The remaining 15% or \$291,300 is being requested from DHCD.

The Contribution of \$291,300 is included in the Other Funding column; will be invoiced by CenturyLink on a prescribed basis. The County Board of Supervisors lists the expansion of Broadband to the rural areas as one of its Strategic Priorities. As such, the County has dedicated staff time to these efforts; the broadband

# Working on Your Narrative

Project Information

Project Budget

Narrative Information

Attachments

Additional Information

Please answer following questions:

## Project Area

Explain why and how the project area(s) was selected. Describe the proposed geographic area including specific boundaries of the project area (e.g. street names, local and regional boundaries, etc.). Attach a copy of the map of your project area(s). Label map: Attachment 1 –Project Area Map.


**SAVE OFTEN! Save before moving to another section.**

Describe your outreach efforts to identify existing providers in the selected project area. Provide a detailed explanation of how this information was compiled and the source(s). Provide a map and list of all existing providers (fixed and wireless) and speeds offered within the project area. Label Map: Attachment 2 – Existing Provider Map; label documentation: Attachment 3 – Documentation on CAF Funding Area.

# Required Attachments

1. Map(s) of project area, including proposed infrastructure
2. Documentation of Federal Funding (CAF/ACAM/USDA, etc...) in and/or near proposed project area.
3. Documentation that proposed project area is unserved based on VATI criteria
4. Passings Form (Please use template provided)
5. Propagation Map if Wireless Project
6. Timeline/Project Management Plan
7. MOU/MOA between applicant/co-applicant (can be in draft form)
8. Funding Sources Table
9. Documentation for match funding
10. Letters of Support
11. Derivation of Cost (Project Budget)
12. Documentation supporting project costs (e.g. vendor quotes)
13. Two most recent Form 477 submitted to FCC

# Uploading Attachments

CLOSE 

**Project Information** **Project Budget** **Narrative Information** **Attachments** **Additional Information**

**According to the program requirement, you must submit/upload following required documents:**

**UPLOAD ATTACHMENTS INSTRUCTION:**

Please pay attention to the labeling nomenclature for the attachments.

Map(s) of project area, including proposed infrastructure

No file chosen

Map(s) or schematic of existing broadband providers (inventory of existing assets)

No file chosen

Documentation that proposed project area is not designated for Connect America Funding (CAF)

No file chosen

Documentation that proposed project area is unserved based on VATI criteria

No file chosen

Propagation Map if Wireless Project

No file chosen

Project Management Plan  
(to get the template file by clicking [HERE](#))

No file chosen

Documentation of relationship between applicant and co-applicant (formal or informal)

No file chosen

Letters of Support

No file chosen

Documentation for in-kind contributions, including value(s)

No file chosen

Funding Sources Table  
(to get the template file by clicking [HERE](#))

**SAVE OFTEN! Save  
before moving to  
another section.**

# Submission Requirements

- Submit to DHCD by 11:59 p.m. on August 17, 2020
- Must use CAMS
- Include all required attachments – Please pay attention to the naming nomenclature of the attachments and file type.

# Freedom of Information Act

Applications submitted through CAMS must only include information that is open to the public. Applicants may request to submit supplementary information to the application that includes a FOIA exemption, pursuant to “§ 2.2-3705.6” for information related to a grant application that may make the application more competitive.

- FOIA-exemption requests must be sent directly to [vati@dhcd.virginia.gov](mailto:vati@dhcd.virginia.gov).
- Applicants wishing to submit multiple FOIA exemption requests for multiple VATI applications must do so individually in separate requests.

The applicant shall make a written request to the Department:

- a. Invoking such exclusion upon submission of the data or other materials for which protection from disclosure is sought;
- b. Identifying with specificity the data, information, or other materials for which protection is sought; and
- c. Stating the reasons why protection is necessary.

**DO NOT SUBMIT ANY DOCUMENTS UNTIL DHCD HAS  
PROVIDED A WRITTEN DETERMINATION**

# Tips and Tricks

- Multiple applications
- Leverage federal funds, as well as local resources
- VATI Notice of Application
- Provide a thorough response to the narrative questions
- Name your attachments as specified
- Save Often while working in CAMS
- Call DHCD staff

**Technical Assistance is Available**

# Wrap Up

## Q & A





# Contact Information

Tamarah Holmes, Ph.D., Director of Broadband

(804) 371-7056

[tamarah.holmes@dhcd.virginia.gov](mailto:tamarah.holmes@dhcd.virginia.gov)

Tammy Breski

Telecommunications and Broadband Project Manager

(804) 371-7067

[tammy.breski@dhcd.virginia.gov](mailto:tammy.breski@dhcd.virginia.gov)

Caroline Luxhoj

Telecommunication and Broadband Project Manager

(804) 773-1792

[caroline.luxhoj@dhcd.virginia.gov](mailto:caroline.luxhoj@dhcd.virginia.gov)

VATI

[vati@dhcd.virginia.gov](mailto:vati@dhcd.virginia.gov)