



**CARROLL  
BROADBAND**  
A Carroll County Government Enterprise

## CARROLL BROADBAND GRANT APPLICATION

Fiscal Year 2018

Entity Name:

\_\_\_\_\_ (Full legal name of entity/person making application)

Federal ID Number:

-

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### CONTACT INFORMATION:

Application

Contact:

Title:

Phone:

Email:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Invoicing Contact:

Title:

Phone:

Email:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Submission Date:

\_\_\_\_\_

Total Funds Requested:

\_\_\_\_\_

# Carroll Broadband Grant Application

## Section 1 .....Overview

This section is intended to provide a brief description of the project.

- a) The company description, including type of business, years in operation, number of full-time employees and the types of products and/or services provided by the company.
- b) How will the proposed project support company goals and/or provide broadband services in unserved/underserved areas? What are the expected outcomes – distance wired or aerial distance covered; # users served?

## Section 2 ..... Project Details

### Definitions

- **Capital Investment** - Dollar value of any equipment, construction, etc., that is planned
- **Broadband Internet Access** - 25 Mbps per second downstream and 3 Mbps upstream
- **Latency** – 100ms or less
- **Lateral** - A “lateral” is the fiber cable that branches off the main fiber route and terminates at a specific location.
- **Unserved/Underserved Areas:**
  - Unserved** is defined as not having access to a fixed internet connection with speeds of 10 Mbps download/1 Mbps upload.
  - Underserved** is defined as not having access to a fixed internet connection with speeds of 25 Mbps download/3 Mbps upload from two or more providers.

Complete the attached **PROJECT DETAIL** form to provide the required information necessary for each project submitted including capital investment, level of service to be provided, and internet options or lack thereof in proposed project area. *(Please use a separate form for each project.)*

## Section 3 .....Application Review

Each application will be reviewed by a Carroll Broadband Enterprise committee consisting of county personnel. Applicants will be notified in writing of the approval or denial of the application within two weeks of receipt of the application. If approved, the applicant and the county will execute a Carroll Broadband Grant Agreement outlining the terms.

**Carroll Broadband Grant Project Detail**

**Project Name:** \_\_\_\_\_

**Project Scope:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date Project to Begin:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Date Project to End:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Project Cost and Proposed Vendor(s)**

List the vendor name(s) below. Fill in the appropriate cost.  
A separate Project Detail page should be completed for each project and vendor(s) utilized.

<input type="checkbox"/>	<b>Vendor</b> _____	<b>Cost</b> \$ _____
<input type="checkbox"/>	<b>Vendor</b> _____	<b>Cost</b> \$ _____
<input type="checkbox"/>	<b>Vendor</b> _____	<b>Cost</b> \$ _____

**Total Project Funds Requested: \$** \_\_\_\_\_

**INVOICING CRITERIA:** The following documentation is required at time of reimbursement for project expenses. It is vital that this information is collected as the project is completed. Invoices will **not** be reimbursed if any of the documentation is missing from the submission. Please make sure that you have the following documents before submitting for reimbursement:

1. Project name referencing Carroll Broadband Grant Program
2. Invoice from vendor(s) that references the project conducted within the project time frame.
3. Copy of check paid to vendor(s) that lists the check number, date and amount paid that corresponds to the invoice. The project cost must be paid no later than 30 days after the project period ends.