

FORM DAP-AT

AGREEMENT TEMPLATE

FOR

BROADBAND TECHNICAL ASSISTANCE FUNDING TO
ARIZONA COMMUNITIES

PROVIDED BY

DIGITAL ARIZONA PROGRAM¹

FEBRUARY 19, 2013

¹ The DIGITAL ARIZONA PROGRAM (DAP) is funded by National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI), a federal grant to the State of Arizona. DAP is managed by Arizona Strategic Enterprise Technology (ASET) and its planning partner, the Arizona Telecommunications and Information Institute (ATI Institute).

COCHISE COUNTY'S LETTERHEAD

AGREEMENT

This Agreement is made effective as of (date) by and between the Arizona Strategic Enterprise Technology office of the Department of Administration of the State of Arizona, (hereinafter "ASET", located at 100 N 15th Avenue, Phoenix Arizona, 85007; and **Cochise County Government** hereinafter "COMMUNITY ENTITY" located at **1415G W Melody Ln Bisbee, AZ 85603**. Hereinafter also known as the "Parties."

BACKGROUND:

Whereas, ASET has been awarded a federal grant from National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI) for mapping the broadband resources available in Arizona and for developing plans for increasing broadband availability and adoption in the state.

Whereas, the NTIA grant requires ASET to reach out to local regions and communities in the state and to enter into short-term contracts with regional and/or local entities in support of broadband planning and technical assistance by those regions or communities.

Whereas, ASET has contracted with ATI Institute, a non-profit organization, to manage the process of identifying eligible regional and/or community entities based on criteria established by ASET and has created a directory of qualified broadband planning and technical assistance consultants acceptable to ASET.

WHEREAS, COMMUNITY ENTITY has submitted a Request For Funds to ASET (attached hereto as Exhibit 1) and ASET has accepted the request.

NOW, THEREFORE, in consideration of the mutual undertakings herein contained and other good and valuable consideration, the PARTIES hereto acknowledge the consideration and agree as follows:

1. COMMUNITY ENTITY will retain a Consultant(s) to provide consulting work and deliverables on the terms described in COMMUNITY ENTITY's attached Request For Funds Letter.
2. Requester will utilize the requested funds to retain a Consultant(s) who will be selected from the ATI Institute Broadband Consultant Directory, or a qualified consultant selected by the entity, in order to create an effective broadband development plan for our region/community.
3. Requester understands that it must provide and document how it will provide Twenty Five Percent (25%) matching funds based on the amount of funds provided by ASET as required

by the NTIA grant. Requester agrees that it will comply with all related NTIA grant requirements.

4. As Consultant(s) achieve billable Milestones under their Consulting Agreement(s) with COMMUNITY ENTITY, COMMUNITY ENTITY shall provide an Invoice to ASET for the amount owed to the Consultant(s) for the Billable Milestone and certified as successfully achieved by COMMUNITY ENTITY.
5. Invoices submitted by COMMUNITY ENTITY and approved by ASET shall be paid by ASET within 30 days of receipt.
6. COMMUNITY ENTITY shall pay Consultant(s) for Billable Milestones on within 30 days upon receipt of payment from ASET.
7. COMMUNITY ENTITY shall require retained Consultant(s) to provide COMMUNITY ENTITY with a summary report of their findings, results, and recommendations prior to payment of the Consultant(s) final Billable Milestone. The summary report shall be void of any copyright restrictions or other use restrictions on both COMMUNITY ENTITY and ASET. A copy of said report shall be provided to ASET with COMMUNITY ENTITY's final Invoice.
8. This represents the entire Agreement between the Parties.
9. Any modification to this Agreement must be made in writing and signed by the Parties.
10. Each of the Parties agrees to hold the other harmless from any liability or damages arising out this Agreement or the Consultants' work pertaining thereto.
11. Any dispute between the Parties shall be resolved by binding mediation using a mediator acceptable to both Parties.

Signed:

COMMUNITY ENTITY

ASET

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

FORM DAP-AT-E2
AGREEMENT TEMPLATE, EXHIBIT 3

FOR
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[Place COCHISE COUNTY's Letterhead Here]

EXHIBIT 3

Detailed Schedule of ATII Services/Deliverables Available to Requesters

A. Name of Program: **Cochise County**

B. Start Date of Program: **February 1, 2013**

C. Estimated date of Program Close: **May 31, 2013**

Indicate in the left column, which region/entity has chosen the respective deliverable/item as per exhibit 2. (i.e. 1, 2, etc.)

Region	Item	Category	Audience	Consultants	Unit Price
	Complete ASET road segment decision matrix by specific regions (road segments within each region) Consultant to complete matrix columns for road segments which impact the specific COG region requesting this assistance. This decision matrix will be utilized by the Digital Arizona Program in determining prioritization and staging of the statewide conduit buildout plan. Consultant will provide ASET and requester a digital copy of the completed rows and columns which correspond to the region specific road segments.	Implementation	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	40 hours of research, study, and data input time at \$85 per hour. \$3,400 each
	Grant writing for qualified grant opportunities (as identified through local planning efforts) Consultant to review results of any Broadband Local Planning funded efforts to identify grant opportunities within the COG and regions. With this information (if available), the consultant will complete application(s) for applicable grant opportunities. Consultant will provide ASET a copy of the completed applications once finalized.	Implementation	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, COG director, planning 7 zoning, IT or communications, economic development director, workforce director	ATI Institute associates local subject matter experts, local and regional technical staff members	\$85 per hour
	Rural Broadband Related Business Entity Formation Includes kit for broadband related business formation, roadmap for determining type of broadband business entity that best suits the founder's needs, detailed steps leading to actual formation of rural services or product related business entity. Leave behinds include a business formation kit	Economic Development	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each
	Promoting rural broadband development by reducing ROW policy barriers Includes kit for identifying local rights of way policy barriers. Introduces high speed digital capacity as an essential economic	Policy	Community leaders, municipal officials interested in promoting broadband infrastructure and services	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time

	growth vehicle and connects broadband services to underlying rights-of-way infrastructure. Leave behinds include model local rights-of-way policies and model local adjudication policies pertaining to longitudinal and vertical public and private resources.		development in their communities, service providers, local businesses, CAIs		\$1,200 each
	Promoting rural broadband development by reducing permitting policy barriers Includes kit for identifying local permitting policy barriers and reducing processing times. Introduces high speed digital capacity as an essential economic growth vehicle and connects broadband services to underlying local permitting policies and procedures. Leave behinds include model local permitting policies and procedures, and model local adjudication means pertaining to permitting procedures.	Policy	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each
	Promoting rural broadband development by reducing easement policy barriers Includes kit for identifying local easement policy barriers. Introduces high speed digital capacity as an essential economic growth vehicle and connects broadband services to underlying local easement policies and procedures. Leave behinds include model local easement policies and procedures, and model local adjudication means pertaining to easement procedures.	Policy	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	6 hours of preparation time 6 hours of setup and presentation time \$900 each
	Promoting rural broadband development by improving local adjudication policies & procedures Includes kit for identifying alternative local adjudication procedures related to finding common ground more quickly developing high speed digital capacity within a community and in conjunction with state, federal, and tribal concerns. Leave behinds include model adjudication policies and procedures, promoting streamlined decision making among the broadband development parties.	Policy	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each
1,2,3,4	Broadband services availability gap analysis (based on Local Planning Business Case development & mapping efforts) Includes kit for identifying and querying potential groups of local users of high speed digital capacity including residential, businesses, and community anchor institutions. Introduces local organization to means of obtaining pertinent data, organizing the data and presenting the results in meaningful ways to related stakeholders both within and outside of the planning area. Leave behinds include tools for organizing and querying potential high speed digital capacity user groups, storing and organizing the resulting data, and making various summations of the data available	Gap Analysis	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each

	to stakeholders, grant funders, and other influential groups.				
1,2,3,4	Broadband infrastructure availability gap analysis (based on Local Planning Business Case development & mapping efforts) Includes kit for identifying and querying local users of high speed digital capacity and using available mappings of broadband infrastructure including residential, businesses, and community anchor institutions. Introduces local organization to means and methods of obtaining pertinent data, organizing the data and presenting the results in meaningful ways to related stakeholders both within and outside of the planning area. Leave behinds include tools for organizing and querying potential high speed digital capacity user groups, storing and organizing the resulting data, and making various summations of the data available to stakeholders, grant funders, and other influential groups.	Gap Analysis	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each
	Regional rural broadband related job opportunities Jobs are created by employers, either working for a business or being self-employed. Broadband infrastructure provides the mechanism for a business to communicate with customers and suppliers. It is essential and a crucial element for business location requirements. ATI Institute will provide outreach and specially designed workshops to inform the rural community leaders on the cost/benefits of implementing and/or enhancing rural broadband to become more competitive, create jobs, and retain the current employed population	Applications (Econ. Dev.)	COG Director, planning and zoning, IT/Communications, economic development director, workforce director	ATI Institute associates local subject matter experts, local and regional technical staff members	\$800 per rural visit \$600 preparation (1 time cost) \$1,000 workshop delivery (1 time per month)
	Comprehensive community workshop-stakeholder identification/engagement and prep time This comprehensive community workshop will be designed to assure all essential players in the community participate. This workshop will use the nominal group process to list out all the critical broadband issues the workshop participants are addressing. A SWOT (strengths, weaknesses, opportunities, threats) framework will be developed from these inputs. Then a creative visioning process will result in a graphic representation of their long range goal for broadband development. Within these current mental contexts of issues and visions of the community, a gap analysis of their understanding of the potential for broadband will be made. This workshop will then focus on education to fill the knowledge gaps, followed by the development of a community broadband	Community, Educ., Health	Local community leaders including elected officials, local institutional CIO's, education and healthcare leaders, community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	12 hours of prep time 8 hours of setup and presentation time 6 hours of follow-up and reporting \$1,950 each

	plan. This will be followed by the organization design and creation of an implementation task team from the participants that are committed to five years of working together to transform their community.				
	E-Learning technology workshop & training Intended to maximize the use of broadband for education in the local and regional areas of Arizona. This workshop seeks to join the disparate education school districts in rural areas to work together to achieve economies of scale, distance learning and sharing, financial savings, and a coherent where shared resources can benefit students with maximum efficiency. This planning session will include best practices in education technology, exposure to the latest in broadband planning and capacity in their area including forthcoming federal broadband grants, and the creation of a coherent education strategy that will be the change agent for rural schools in Arizona.	Comm., Educ., Health	Local community leaders including elected officials, local education institutional CIO's, superintendents, principals, teachers, parents and community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of prep time 8 hours of setup and presentation time 4 hours of follow-up and reporting \$1,500 each
	Tele-health technology workshop & training Intended to maximize the use of broadband for healthcare in the local and regional rural areas of Arizona. This workshop seeks to join the disparate healthcare providers in rural areas to sources of support from outside the community and to work together to achieve economies of scale, and increased response times, access, efficiencies and effectiveness within the community including their outlying areas, financial savings and a coherent strategy where shared resources can benefit all. This planning session will include best practices in telemedicine implementation technology, exposure to the latest in broadband planning and capacity in their area including forthcoming federal broadband grants, and the creation of a coherent education, training and professional development strategy that will be the change agent for telecommunication supported healthcare in their rural community.	Comm., Educ., Health	Local community healthcare leaders including elected officials, local hospital and healthcare institutional CIO's, hospital administrators, physicians, and community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of prep time 8 hours of setup and presentation time 4 hours of follow-up and reporting \$1,500 each
	Assessment of barriers within statutes and/or local charters that hinder deployment & use of broadband To support health care, education, and economic development implementation. A research and study task team will comb through the entire body of Arizona statutes to find all the statute sections that present a barrier to the broadband deployment and use in the education, healthcare, and economy of Arizona. This task team will study these statute	Broadband barriers	State and local governance officials, local policy officials, legal advisors, and agency directors. The State legislature will be responsible to implement changes in statutes	ATI Institute associates local subject matter experts, local and regional technical staff members	300 hours of research time 200 hours of study time 100 hours of drafting statute change specification time \$85 per hour

	sections and determine what will need to be changed and what these changes should be. The final work and report will deliver the recommended specifications for changes in current statutes and if needed, new statutes.				
1,2,3,4	Embed Broadband Planning into the Transportation Planning documents, procedures and practices as a normal course of COG and related entities transportation planning efforts. COG Transportation Consultant/Experts to advance the practice of broadband planning into the COG transportation planning efforts, and relevant, overlapping Metropolitan Planning Organizations (MPO's) as needed to form a complete backbone broadband connected transportation planning process within the COG region as a permanent ongoing practice. Transportation Consultant/Experts will provide ASET a digital copy of approved procedural changes resulting from this effort that impact broadband planning as it relates to the transportation planning process.	Implementation	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	118 hours of research, study, and data input time at \$85 per hour per COG. \$10,000 each 59 hours of research, study, and data input time at \$85 per hour per MPO within the COG region. \$5,000 each
	(other, add additional if necessary)				

ASET Signatory Initials_____

Entity Signatory Initials_____

FORM DAP-AT-E1
AGREEMENT TEMPLATE, EXHIBIT 1

FOR
BROADBAND TECHNICAL ASSISTANCE FUNDING TO
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[COCHISE COUNTY's Letterhead Here]

EXHIBIT 1

Request for:

Technical Assistance (TA) Funds thru the Digital Arizona Program

A Federally Funded Broadband Development Grant Program

Administered by the Arizona Strategic Enterprise Technology (ASET) Office

February 19, 2013

Cochise County

1415G W Melody Ln

Bisbee, AZ 85603

Dear ASET Digital Arizona Program,

Cochise County, the funds requesting entity ("Requester"), requests Technical Assistance support by the Digital Arizona Program, funded by National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI), federal grant to the State of Arizona.

Requester requests \$19,600 ("Assistance") to fund a local project(s) to improve broadband availability and adoption planning and capacity building for the following communities:

- 1) Cochise County
- 2) Graham County
- 3) Greenlee County
- 4) Santa Cruz County

Requester will utilize the requested funds to retain a Consultant(s) who will be selected from the ATI Institute Broadband Consultant Directory, or a qualified consultant selected by the entity, in order to create an effective broadband development plan for our region/community.

Requester understands that it must provide and document how it will provide (up to) Twenty Five Percent (25%) matching funds based on the amount of funds provided by ASET as required by the NTIA grant. Requester agrees that it will comply with all related NTIA grant requirements.

ASET cannot pay for any travel expenses. However travel expenses paid for by Requester can be used as matching funds as can other "in-kind" costs we may incur subject to approval by ASET.

The following goals will be accomplished as a result of this Assistance:

1. Facilitation of technical assistance to areas and communities with broadband deficits, including:
 - a. Middle-mile infrastructure deficits
 - b. Last-mile broadband availability deficits
 - c. Broadband adoption deficits
2. Improve broadband capabilities, in the categories above, to enhance the prospects for an area's economic development, educational, health care, and quality of life.
3. Identification of the required resources, capital, and expenses required to deploy critical applications and missing infrastructure to support:
 - a. Economic Development/Jobs
 - b. Education and Distance Learning
 - c. Tele-health
4. Identification of a plan to accomplish the improvements listed above (may include new ways to increase adoption or improved middle mile capacity, new investment in last mile delivery, better redundancy etc.).

Requester requests authorization to utilize the following Consultant(s) selected from the ATI Institute Broadband Consultant Directory: *(number of consultants may vary)*

- Jim Simms

Requester understands that if its request for Technical Assistance funds is accepted by ASET, it will execute a binding Agreement with ASET (Agreement attached hereto).

The official name under which the Requester will execute the Agreement with with ASET is:

1. **Cochise County Government**

Requester operates under the authority of:

1. **Cochise County Government**

Requester understands that the following Required Documents must be provided as exhibits incorporated into the Agreement with ASET and that ASET will provide templates for these documents:

1. A copy of the executed Consulting Contract with each selected Consultant(s) (exhibits 2 & 3 attached). The Consulting Contracts will be drafted so as not to become binding on Requester unless and until ASET has executed a binding Agreement with Requester. Exhibits 2 & 3 must be completed and attached with all information detailed.
2. The Consulting Contract(s) (exhibits 2 & 3) must include:

- a. Statement(s) of Work including deliverables to be provided by the selected Consultant(s) (attached hereto as exhibit 2 & 3)
 - b. The timeframe over which the consulting work will be accomplished
 - c. The "Not To Exceed" price quoted by the consultant(s)
 - d. The Billable Milestones to be completed by the consultant(s) and the percentage of the total Consulting Contract to be billed at each milestone. Up to fifteen percent (15%) of the total amount of the Consultant Contract(s) may be paid on signing of Requester Contract with ASET.
3. At each invoicing of ASET and at conclusion of the consulting work Requester will certify in the invoices to ASET that the consulting work and deliverables or milestones have been satisfactorily provided to Requester.
 4. Requester will require the Consultant(s) to provide a written report to us of their findings, results, and recommendations prior to payment of their final billing statement. Requester will provide a copy of this report to ASET with our final Invoice.
 5. Upon satisfactory conclusion of the consulting work Requester will provide an Invoice to ASET for the amount of payment that is due to the contracted Consultant(s)
 6. ASET will then pay Requester the amount due within 30 business days of receipt of the invoice
 7. Requester will then pay the Consultant's Invoice(s)

Requester appreciates ASET's support of our broadband development efforts and looks forward to working with ASET.

Requester Name _____

By (Printed Name) _____

Signature _____

ASET Acceptance of Proposal for Technical Assistance Agreement

By (Printed Name) _____

Signature _____

Date of Acceptance _____

FORM DAP-AT-E2
AGREEMENT TEMPLATE, EXHIBIT 2

FOR
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[COCHISE COUNTY'S Letterhead Here]

EXHIBIT 2

Statement of Work

- A. Name of Program: COCHISE COUNTY**
- B. Start Date of Program: February 19, 2013**
- C. Estimated date of Program Close: May 31, 2013**
- D. Major billable Milestones per agreement:**
1. As per ATII list of services selected by Requester (see Exhibit 3 for detailed descriptions)
- E. Milestone timeframe required for each region: (Number of Days)**
- 1) Cochise County
 - 2) Graham County
 - 3) Greenlee County
 - 4) Santa Cruz County
- F. The checked/selected deliverables will be generated in pursuit of the above stated goals for the program (see exhibit 1 for goals). Additional information on each item including pricing, hours required, specific deliverables associated thereto, etc. is available through ATI Institute. *Example Deliverables Listed Below, include/exclude or add additional, as appropriate.***

Region	Item:	Category:
	Complete ASET road segment decision matrix by specific regions (road segments within each region)	Implementation
	Grant writing for qualified grant opportunities (as identified through local planning efforts)	Implementation
	Rural Broadband Related Business Entity Formation	Economic Development
	Promoting rural broadband development by reducing ROW policy barriers	Policy
	Promoting rural broadband development by reducing permitting policy barriers	Policy
	Promoting rural broadband development by reducing easement policy barriers	Policy
	Promoting rural broadband development by improving local adjudication policies & procedures	Policy
1,2,3,4	Broadband services availability gap analysis (based on Local Planning & mapping efforts)	Gap Analysis
1,2,3,4	Broadband infrastructure availability gap analysis (based on local planning & mapping efforts)	Gap Analysis
	Regional rural broadband related job opportunities	Applications (Econ. Dev.)
	Comprehensive community workshop-stakeholder identification/engagement and prep time	Comm., Educ., Health
	E-Learning technology workshop & training	Comm., Educ., Health
	Tele-health technology workshop & training	Comm., Educ., Health
	Assessment of barriers within statutes and/or local charters that hinder deployment & use of broadband	Broadband barriers
1,2,3,4	Embed Broadband Planning as a part of the Transportation Planning requirements for COG based transportation planning	Implementation
	(other, add additional if necessary)	

- G. A description of the roles played and contributions expected by the Consultants. Technical Assistance Consultants can come from ASET/ATII's cadre of Consultants, or can be a local resource. If local, the individual(s) must be approved by ASET/ATII.

Name/Role or Contribution – Jim Simms will provide the implementation

1. GAP Analysis – Broadband Services Availability Gap and Broadband Infrastructure Availability.
2. Embed Broadband Planning as a part of the Transportation Planning requirements for county based transportation planning.

Any pertinent parsing of program costs, Milestones, Time on Task related to Consultants, etc., should also be explained in detail, here.

There is a 50% parsing of the costs for the Embed Broadband Planning as part of the Transportation requirements for COG based transportation planning.

Schedule of Billing Milestones and Deliverables

The table below details the schedule of billing milestones and deliverables to be adhered to throughout this engagement. A total of **\$19,600** is awarded to **Cochise County**, to be distributed across the regions identified in this agreement. Entity shall provide ASET with examples of milestones listed below along with billing invoices per due dates of deliverables. Invoices must also report matching contributions as described below in order to facilitate ASET's reporting to NTIA.

R	Deliverable (add additional lines as needed)	Billing Milestone & Delivery to ASET Based Upon Approx. % Complete						
	(As indicated in section G)	Start	25%	50%	75%	DRAFT to ASET	100%	Total \$
1	GAP ANALYSIS – Broadband Services Availability - \$1,200 each GAP ANALYSIS – Broadband Infrastructure Availability - \$1,200 each For Regions 1, 2, 3, 4							\$9,600
2	IMPLEMENTATION – Embed Broadband Planning as part of Transportation Planning Requirements - \$2,500 each For Regions 1,2,3,4							\$10,000
3		Start	25%	50%	75%	DRAFT to ASET	100%	Total \$
		2/1/13	3/1/13	3/31/13	4/1//13	5/15/13	5/31/13	
	Region 1 - Billable Amount	735	1,041.25	1,041.25	1,041.25		1,041.25	\$4,900
	Region 2 - Billable Amount	735	1,041.25	1,041.25	1,041.25		1,041.25	\$4,900

Region 3 - Billable Amount	735	1,041.25	1,041.25	1,041.25		1,041.25	\$4,900
Region 4 – Billable Amount	735	1,041.25	1,041.25	1,041.25		1,041.25	\$4,900
Total Billable to ASET	2940	4,165	4,165	4,165		4,165	\$19,600
Entity's Total Matching *	0	1,225	1,225	1,225		1,225	\$4,900
Total Budget \$	\$2,940	5,390	5,390	5,390		5,390	\$24,500

*Matching dollars are not required to be posted per this schedule; however, final total of **\$4,325** must be accounted for through report to ASET by the agreement end-date February 28, 2013.

Additional explanation of NACOG Broadband Technical Assistance:

Example entries

Amount of Technical Assistance funds Requested from ASET *	\$19,600
Region 1 – Cochise County	\$4,900
Region 2 – Graham County	\$4,900
Region 3 – Greenlee County	\$4,900
Region 4 – Santa Cruz County	\$4,900
Total Matching Contribution (25% of \$16,100)**	\$4,900
Total Proposed Budget	\$24,500

* Includes management and administrative costs such as ATI Institute consultant(s) or in-house staff as appropriate.

**Indirect costs should be limited to no more than 17% of the ASET funding and should be paid for as part of the \$4,900 matching contribution (travel expense qualifies as matching).

ASET Signatory Initials _____

Entity Signatory Initials _____

FORM DAP-AT-E2

AGREEMENT TEMPLATE, EXHIBIT 3

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	Promoting rural broadband development by reducing ROW policy barriers Includes kit for identifying local rights of way policy barriers. Introduces high speed digital capacity as an essential economic	Policy	Community leaders, municipal officials interested in promoting broadband infrastructure and services	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time

	growth vehicle and connects broadband services to underlying rights-of-way infrastructure. Leave behinds include model local rights-of-way policies and model local adjudication policies pertaining to longitudinal and vertical public and private resources.		development in their communities, service providers, local businesses, CAIs		\$1,200 each
	Promoting rural broadband development by reducing permitting policy barriers Includes kit for identifying local permitting policy barriers and reducing processing times. Introduces high speed digital capacity as an essential economic growth vehicle and connects broadband services to underlying local permitting policies and procedures. Leave behinds include model local permitting policies and procedures, and model local adjudication means pertaining to permitting procedures.	Policy	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each
	Promoting rural broadband development by reducing easement policy barriers Includes kit for identifying local easement policy barriers. Introduces high speed digital capacity as an essential economic growth vehicle and connects broadband services to underlying local easement policies and procedures. Leave behinds include model local easement policies and procedures, and model local adjudication means pertaining to easement procedures.	Policy	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	6 hours of preparation time 6 hours of setup and presentation time \$900 each
	Promoting rural broadband development by improving local adjudication policies & procedures Includes kit for identifying alternative local adjudication procedures related to finding common ground more quickly developing high speed digital capacity within a community and in conjunction with state, federal, and tribal concerns. Leave behinds include model adjudication policies and procedures, promoting streamlined decision making among the broadband development parties.	Policy	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each
1,2,3,4	Broadband services availability gap analysis (based on Local Planning Business Case development & mapping efforts) Includes kit for identifying and querying potential groups of local users of high speed digital capacity including residential, businesses, and community anchor institutions. Introduces local organization to means of obtaining pertinent data, organizing the data and presenting the results in meaningful ways to related stakeholders both within and outside of the planning area. Leave behinds include tools for organizing and querying potential high speed digital capacity user groups, storing and organizing the resulting data, and making various summations of the data available	Gap Analysis	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each

	to stakeholders, grant funders, and other influential groups.				
1,2,3,4	Broadband infrastructure availability gap analysis (based on Local Planning Business Case development & mapping efforts) Includes kit for identifying and querying local users of high speed digital capacity and using available mappings of broadband infrastructure including residential, businesses, and community anchor institutions. Introduces local organization to means and methods of obtaining pertinent data, organizing the data and presenting the results in meaningful ways to related stakeholders both within and outside of the planning area. Leave behinds include tools for organizing and querying potential high speed digital capacity user groups, storing and organizing the resulting data, and making various summations of the data available to stakeholders, grant funders, and other influential groups.	Gap Analysis	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAls	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each
	Regional rural broadband related job opportunities Jobs are created by employers, either working for a business or being self-employed. Broadband infrastructure provides the mechanism for a business to communicate with customers and suppliers. It is essential and a crucial element for business location requirements. ATI Institute will provide outreach and specially designed workshops to inform the rural community leaders on the cost/benefits of implementing and/or enhancing rural broadband to become more competitive, create jobs, and retain the current employed population	Applications (Econ. Dev.)	COG Director, planning and zoning, IT/Communications, economic development director, workforce director	ATI Institute associates local subject matter experts, local and regional technical staff members	\$800 per rural visit \$600 preparation (1 time cost) \$1,000 workshop delivery (1 time per month)
	Comprehensive community workshop-stakeholder identification/engagement and prep time This comprehensive community workshop will be designed to assure all essential players in the community participate. This workshop will use the nominal group process to list out all the critical broadband issues the workshop participants are addressing. A SWOT (strengths, weaknesses, opportunities, threats) framework will be developed from these inputs. Then a creative visioning process will result in a graphic representation of their long range goal for broadband development. Within these current mental contexts of issues and visions of the community, a gap analysis of their understanding of the potential for broadband will be made. This workshop will then focus on education to fill the knowledge gaps, followed by the development of a community broadband	Community, Educ., Health	Local community leaders including elected officials, local institutional CIO's, education and healthcare leaders, community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	12 hours of prep time 8 hours of setup and presentation time 6 hours of follow-up and reporting \$1,950 each

	plan. This will be followed by the organization design and creation of an implementation task team from the participants that are committed to five years of working together to transform their community.				
	E-Learning technology workshop & training Intended to maximize the use of broadband for education in the local and regional areas of Arizona. This workshop seeks to join the disparate education school districts in rural areas to work together to achieve economies of scale, distance learning and sharing, financial savings, and a coherent where shared resources can benefit students with maximum efficiency. This planning session will include best practices in education technology, exposure to the latest in broadband planning and capacity in their area including forthcoming federal broadband grants, and the creation of a coherent education strategy that will be the change agent for rural schools in Arizona.	Comm., Educ., Health	Local community leaders including elected officials, local education institutional CIO's, superintendents, principals, teachers, parents and community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of prep time 8 hours of setup and presentation time 4 hours of follow-up and reporting \$1,500 each
	Tele-health technology workshop & training Intended to maximize the use of broadband for healthcare in the local and regional rural areas of Arizona. This workshop seeks to join the disparate healthcare providers in rural areas to sources of support from outside the community and to work together to achieve economies of scale, and increased response times, access, efficiencies and effectiveness within the community including their outlying areas, financial savings and a coherent strategy where shared resources can benefit all. This planning session will include best practices in telemedicine implementation technology, exposure to the latest in broadband planning and capacity in their area including forthcoming federal broadband grants, and the creation of a coherent education, training and professional development strategy that will be the change agent for telecommunication supported healthcare in their rural community.	Comm., Educ., Health	Local community healthcare leaders including elected officials, local hospital and healthcare institutional CIO's, hospital administrators, physicians, and community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of prep time 8 hours of setup and presentation time 4 hours of follow-up and reporting \$1,500 each
	Assessment of barriers within statutes and/or local charters that hinder deployment & use of broadband To support health care, education, and economic development implementation. A research and study task team will comb through the entire body of Arizona statutes to find all the statute sections that present a barrier to the broadband deployment and use in the education, healthcare, and economy of Arizona. This task team will study these statute	Broadband barriers	State and local governance officials, local policy officials, legal advisors, and agency directors. The State legislature will be responsible to implement changes in statutes	ATI Institute associates local subject matter experts, local and regional technical staff members	300 hours of research time 200 hours of study time 100 hours of drafting statute change specification time \$85 per hour

	sections and determine what will need to be changed and what these changes should be. The final work and report will deliver the recommended specifications for changes in current statutes and if needed, new statutes.				
1,2,3,4	Embed Broadband Planning into the Transportation Planning documents, procedures and practices as a normal course of COG and related entities transportation planning efforts. COG Transportation Consultant/Experts to advance the practice of broadband planning into the COG transportation planning efforts, and relevant, overlapping Metropolitan Planning Organizations (MPO's) as needed to form a complete backbone broadband connected transportation planning process within the COG region as a permanent ongoing practice. Transportation Consultant/Experts will provide ASET a digital copy of approved procedural changes resulting from this effort that impact broadband planning as it is relates to the transportation planning process.	Implementation	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	118 hours of research, study, and data input time at \$85 per hour per COG. \$10,000 each 59 hours of research, study, and data input time at \$85 per hour per MPO within the COG region. \$5,000 each
	(other, add additional if necessary)				

ASET Signatory Initials _____

Entity Signatory Initials _____