



# **Broadband, Equity, Access, and Deployment Program (BEAD)**

## **Applicant Submission Checklist**

Arizona Commerce Authority (ACA)

January 2025

## BEAD PROJECT APPLICATION – APPLICANT SUBMISSION CHECKLIST

Category	Description	Yes	No	N/A	Remarks
<b>1. Applicant Information</b>					
<b>Applicant Information</b>	Provided all required applicant level information (such as Applicant Contact Details, Type of Service Provider, etc.)	<input type="checkbox"/>	<input type="checkbox"/>		
	If applicable, provided Attachment 1 which highlights experience of contractor/subcontractors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>2. Project Executive Summary</b>					
<b>Project Executive Summary</b>	Provided a high-level summary of the project per Part A1 - 100% fiber-based deployment with Outliers, Part A2 - 100% fiber-based deployment excluding Outliers, and Part B - mix of fiber, reliable, and alternative technologies (as applicable).	<input type="checkbox"/>	<input type="checkbox"/>		
<b>3. Project Area</b>					
<b>Project Area</b>	Selected the project area for which you are submitting this application and submitted the project area file with the list of BSLs and proposed technologies	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Community Anchor Institutions</b>	Provided number of eligible Community Anchor Institutions (CAIs) proposed to be served in the selected project area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>4. Project Infrastructure</b>					
<b>Project Type</b>	Identified Project Type(s) (Priority and/or Non-Priority Broadband Projects).	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Infrastructure, Technology, and Performance</b>	Provided Infrastructure details for the project area for A1/A2/B, as applicable.	<input type="checkbox"/>	<input type="checkbox"/>		
	Selected applicable technologies (covering Part A1, Part A2, and/or Part B as applicable)	<input type="checkbox"/>	<input type="checkbox"/>		
<b>5. Open Access Network Options</b>					
<b>Open Access Network Options</b>	Provided details on the organization's open access policy.	<input type="checkbox"/>	<input type="checkbox"/>		
<b>6. Network Design</b>					
<b>High-Level Network Design</b>	Provided a high-level network design, showing a proposed network that will deliver broadband service meeting or exceeding the performance requirements to all locations served by the project. (Attachment 2)	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Outlier Locations</b>	[If applicable] Provided a list of Outliers along with proposed technologies for each Outlier in the Project Financial Workbook Templates. (Attachments 8A and/or 8B as applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>7. Scalability and Resiliency</b>					
<b>Network Scalability and Resiliency</b>	Provided the requested details of network scalability and resiliency including redundancies in network and power sources; plan for retrofitting and/or hardening, and others.	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Climate Assessment</b>	Provided an initial assessment of potential climate risks impacting the proposed project and described network infrastructure resiliency and climate readiness measures	<input type="checkbox"/>	<input type="checkbox"/>		
<b>8. National Environmental Policy Act (NEPA) and National Historic Preservation Act (NHPA)</b>					
<b>NEPA and NHPA</b>	Provided detailed plans on how the project will be implemented for remaining compliant with the SHPA, NEPA, NHPA, and any other applicable requirements.	<input type="checkbox"/>	<input type="checkbox"/>		

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	(Attachment 3 – project specific NEPA plan if available)				
<b>9. Make Ready / Project Preparedness</b>					
<b>Make Ready</b>	Explained make-ready / project preparedness activities that has already been completed or has been planned.	<input type="checkbox"/>	<input type="checkbox"/>		
<b>10. Timeline</b>					
<b>Project Schedule</b>	Provided a detailed project timeline with key implementation phases and milestones. (Attachment 4 – Detailed Project Timeline(s) per Part A and/or Part B, as applicable)	<input type="checkbox"/>	<input type="checkbox"/>		
<b>11. Barrier and Permitting Requirements</b>					
<b>Barrier and permitting identification</b>	Identified and detailed all potential barriers that might impact timeline and applicable permits/crossings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>12. Project Financials</b>					
<b>Financial Surety (Letter of Credit or Performance Bond)</b>	Provided one of the following allowable financial surety options: <ul style="list-style-type: none"> <li>• Commitment letter for issuing a Letter of Credit (LOC) from a Bank (Attachment 5)</li> <li>• Option # 1: Commitment letter for issuing a LOC from a Credit Union (Attachment 5)</li> <li>• Option # 2: Surety letter for issuing a performance bond (Attachment 6)</li> <li>• Option # 4: <ul style="list-style-type: none"> <li>○ Commitment letter from a bank for issuing a LOC no less than 10% of the subaward amount (Attachment 5) or</li> <li>○ Surety Letter for issuing a performance bond of at least 10% value of the subaward (Attachment 6)</li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Project Match Details</b>	Provided details of matching funds and submitted evidence of the committed matching funds for A1, A2, and/or B (as applicable). (Attachments 7-A1, 7-A2, and/or B as applicable)	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Project Cost Estimation</b>	Provided project cost estimation details for Part A: Fiber - 100% fiber-based deployment, and/ or Part B - mix of fiber, reliable, and alternative technologies, if applicable.	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Project Financials Workbook</b>	Populated and uploaded the Project Financials excel workbook per Part A and/or Part B as applicable. (Attachments 8A and/or 8B as applicable)	<input type="checkbox"/>	<input type="checkbox"/>		
<b>13. Project Workforce</b>					
<b>Equitable Workforce Development and Job Quality</b>	Provided a narrative demonstrating your commitment to investing appropriately in cultivating a skilled and diverse workforce.	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Fair Labor and Employment Laws</b>	Provided a certification on the Applicant's compliance with federal and state labor and employment laws, signed by an Officer/Director-level employee, if not provided during pre-registration (Attachment 9)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[If applicable] Certified your contractors and/or subcontractor's compliance with federal and/or state labor and employment laws, or any other applicable labor and employment laws, if not provided during pre-registration (Attachment 10)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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	Submitted organization's plan, along with plans from affiliated contractors or subcontractors, on monitoring and ensuring adherence to labor and employment laws.	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Workforce Arrangement</b>	Provided the required details of workforce arrangement and their projected wage structures (directly employed and/or subcontracted workforce).	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Appropriately Compensated Workforce</b>	[If applicable] Certified compliance with the Davis-Bacon Act. (Attachment 11)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[If applicable] Certified compliance with the State Prevailing Wage. (Attachment 12)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[If applicable] Provided a certification for submitting a project employment and local impact report prior to signing of the grant agreement (Attachment 13)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Project Labor Agreements</b>	If committed to include project labor agreements, provided a comprehensive plan, emphasizing your commitment to upholding the terms of the project labor agreements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	If no commitment provided to project labor agreements, provide a justification for your organization's decision to exclude a project labor agreement from the project and completed the project continuity plan section of the application.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Local Hire Provisions</b>	Provided a narrative your organization's approach to prioritizing local hires for the proposed project.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Union Neutrality</b>	Submitted a policy on union neutrality. (Attachment 14)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Labor Peace Agreements</b>	Provided organization's plans to address labor peace agreements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Appropriately Skilled and Credentialed Workforce</b>	Provided plans that will ensure to use of an appropriately skilled workforce, including plans to prioritize the employment of workers through training programs or Registered Apprenticeships.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Provided plans regarding the verification of qualifications, certifications, and licenses of your workforce.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Misclassification of workers</b>	Provided a plan to prevent the misclassification of workers and organization's workforce classification methodologies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Unionized Workforce</b>	Confirmed that your organization's, contractor's, or subcontractor's workforce is unionized.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	If not, provided the details of the workforce plan in the workforce plan section for the non-unionized workforce and completed the project continuity plan section.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Workforce Plan</b>	Provided workforce plan outlining job roles and the corresponding FTE positions, on-the-job training programs, and professional certifications requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Provided details on procurement and retention methods for MBEs/WBEs/LSBs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	[If known] Provided certification of MBE/WBE/LSB partners participating in the BEAD funding project. (Attachment 15)				
<b>Project Continuity Plan</b>	Provided project workforce continuity plan (Attachment 16)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**14. Local Support and Community Engagement**

Category	Description	Yes	No	N/A	Remarks
<b>Letter of Support</b>	Consulted with Local and Tribal Governments as applicable and provided Letter(s) of Support from them. (Attachment 17)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Engagement Plan</b>	Provided an engagement plan(s) for coordination from Local and Tribal Governments. (Attachment 18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>15. Affordability</b>					
<b>Affordability</b>	Provided details of the most affordable total price(s) for 1 Gbps symmetrical service and/or 100/20 Mbps service(s) (as applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Low-Cost Service Option</b>	Described or uploaded details of an existing or proposed low-cost broadband service plans and upgradation options. (Attachment 19)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	If can't meet the low-cost service option requirements, provided specific reasons/cost-benefits analysis and evidence for requesting a waiver, such as data, research, or assessments that support the request. (Attachment 20)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>16. Minority Business Enterprises (MBEs)/ Women's Business Enterprises (WBEs)/ Labor Surplus Firms Inclusion</b>					
<b>M/WBEs and Labor Surplus Area Firms</b>	Provided detailed narratives about addressing the six requirements for contracting with M/WBEs and Labor Surplus Area Firms.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>17. Cybersecurity Compliance and Supply Chain Risk Management Compliance</b>					
<b>Cybersecurity Risk Management Compliance</b>	[If not submitted during Pre-registration] Uploaded organization's latest updated cybersecurity risk management plan. (Attachment 21)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Supply Chain Risk Management Compliance</b>	[If not submitted during Pre-registration] Uploaded organization's latest updated supply chain risk management plan. (Attachment 22)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>18. Certifications</b>					
<b>Certifications</b>	Confirmed compliance with all required certifications listed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	