

American Samoa Digital Equity Capacity Grant Application **for Reference Only**

Pre-Registration:

All interested applicants will need to create an account to apply

General Application Information

1. Organization Type: (select one)
 - A political subdivision, agency, or instrumentality of a State, including an agency of a State that is responsible for administering or supervising adult education and literacy activities, or for providing public housing, in the State.
 - (2) An Indian Tribe, an Alaska Native entity, or a Native Hawaiian organization (“Native Entity”).
 - A foundation, corporation, institution, or association that is – a. a not-for-profit entity; and b. not a school.
 - A community anchor institution.
 - A local educational agency.
 - An entity that carries out a workforce development program.
 - A partnership between any of the entities described in paragraphs (1) through (6)

2. Proof of Entity Type:
 - Please provide evidence verifying your status as an Eligible Entity (e.g., Non-profit Disclosures; inclusion in the published list of Indian Entities as recognized by the U.S. Department of the Interior Bureau of Indian Affairs; State Educational/Vocational School License. Executive Order, Law etc. for an Agency of State etc.)

3. Unique Entity Identifier (UEI) Number:
 - The Employer Identification Number, also known as the Federal Employer Identification Number or the Federal Tax Identification Number, is a unique nine-digit number assigned by the Internal Revenue Service to business entities operating in the United States for the purposes of identification.

4. SAM.gov profile, this should have
 - Upload a saved pdf. Or screenshot of your SAM.gov profile. Our Organizations title and UEI number, and active dates should be visible in this document.

5. Point of Contact:
 - Name
 - Phone
 - Cellphone
 - Email
 - Village

- Mailing Address

Grant Information:

1. Did you apply for the Digital Equity Competitive Grant? (Yes or No)
2. How did you hear about this funding opportunity? (Short Answer)
3. The Digital Equity Act programs focus on empowering those most impacted by the digital divide, referred to as “Covered Populations”. The Covered Populations are: Individuals who live in Covered Households (defined as households with income from the most recently completed year of not more than 150% of the poverty level); Aging individuals; Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility; Veterans; Individuals with disabilities; Individuals with a language barrier, including English learners and those with low levels of literacy; Individuals who are members of a racial or ethnic minority group. Individuals who primarily reside in a rural area. What covered populations are you expecting to reach through the implementation of your project? (Select all that apply) *
 - Individuals who live in Low Income Households
 - Aging individuals
 - Incarcerated individuals
 - Veterans
 - Individuals with disabilities
 - Individuals with a language barrier (including English learners and those with low levels of literacy)
 - Individuals who are members of a racial or ethnic minority group
 - Individuals who primarily reside in a rural area
 - Other: _____
4. Do you currently offer services for any of the covered populations? (Yes or No)
5. If yes, what type of services do you offer? (Text Box for answer 1000 max characters)
6. Estimated Total Reach of Proposed Project: How many people are you hoping to reach with your proposed project? (Enter Number)
7. Estimated Number of Covered Populations to be served: Please provide an estimated number for each covered population in the text boxes below. (include all that apply)
 - _____: Individuals who live in Low Income Households
 - _____: Aging individuals
 - _____: Incarcerated individuals
 - _____: Veterans
 - _____: Individuals with disabilities

- _____: Individuals with a language barrier (including English learners and those with low levels of literacy)
- _____: Individuals who are members of a racial or ethnic minority group
- _____: Individuals who primarily reside in a rural area
- _____: Other: _____

8. Requested Funding Amount: Please specify the funding amount you are requesting (not to exceed \$100,000):

- _____

SELECT PROJECT CATEGORY:

The American Samoa Digital Equity Broadband Plan outlines four (4) key goals for the territory. Digital inclusion projects should align with these goals. As part of this initiative, BCORD has identified four project categories to choose from for your proposed project. Please select the category that best aligns with your project.

1. CATEGORY 1: AFFORDABLE BROADBAND ACCESS

- 1.1. Conduct outreach to all residents of American Samoa to provide details about broadband affordability programs
- 1.2. Coordinate future initiatives addressing affordability to ensure that they are targeted to fill gaps in federal and local support and equitably improve access for covered populations
- 1.3. Coordinate territory-wide data collection efforts to promote digital equity for all American Samoa (all rural) residents including an updated household survey"
- 1.4. Support and promote veteran, minority and/or women-owned local businesses through the use of broadband

2. CATEGORY 2: RESPONSIBLE GOVERNANCE AND STRONG INSTITUTIONS

- 2.1. Strengthen disaster response capabilities and community resiliency through broadband for all American Samoa residents.
- 2.2. Identify shared tools for grantees to track outputs and facilitate data analysis to inform future improvements for American Samoa residents.

3. CATEGORY 3: TECHNOLOGY LITERACY - PROMOTE TECHNOLOGY LITERACY AT ALL LEVELS

3.1. DEVICE AVAILABILITY AND TECHNICAL SUPPORT

- 3.1.1. Support the delivery of outreach and training to covered population about digital literacy
- 3.1.2. Develop and maintain technical support for American Samoa residents to ensure that programs using online processes can be accessed and used broadly.

3.2. DIGITAL SKILLS

- 3.2.1. Cultivate and promote efforts by the private sector and community-based organizations to provide digital literacy skills training and technical support to covered populations.
- 3.2.2. Support the delivery of telehealth through training for healthcare providers; patient; to support on- and off-island referral, care coordination and continuity of care.
- 3.2.3. 3.2.3 IT/ICT Workforce Development Program for qualified IT/ICT staff or personnel

4. CATEGORY 4: CYBERSECURITY - Enable American Samoa to securely participate in global, national, regional and community information infrastructure

- 4.1. Cultivate and promote efforts by private sector and community organizations to provide online privacy and cybersecurity training to covered populations
- 4.2. Support alignment of activities with the Territory Cybersecurity Plan
- 4.3. IT/ICT Workforce Development Program for qualified IT/ICT staff or personnel in cybersecurity. For example, training for industry certifications and development of testing centers.

Please Select a Project Category: (Select One)

- Affordable Broadband Access
- Responsible Governance and Strong Institutions
- Technology Literacy - Promote Technology Literacy at all levels
 - Device Availability and Technical Support
 - Digital Skills
- Cybersecurity

EXECUTIVE SUMMARY: (2500 characters max)

The executive summary is a high level overview of your proposed project.

- (1) An overview of the goals of your Digital Equity Project;
- (2) Identify the specific barriers to digital equity the Digital Equity Project will address;
- (3) the Covered Populations to be served including the expected number of individuals to be served within each Covered Population;
- (5) A high level overview of the activities and/or interventions proposed, how they will address the barriers to equity identified, and how they will increase internet access and the adoption of broadband among the Covered Populations;
- (6) A baseline assessment with supporting data showing a need for these services;
- (7) A description of how the Digital Equity Project aligns with, or addresses a gap in the, American Samoa Broadband/NEI Digital Equity Plan;
- (8) The timeline on which funds will be expended;
- (9) The basis on which the applicant believes the Digital Equity Project will be effective in increasing internet access and adoption of broadband.

Please note, the American Samoa BCORD Office may use all or a portion of the Executive Summary as part of a press release issued by BCORD, or for other public information and outreach purposes. Applicants are advised not to include information that concerns business trade secrets or other confidential commercial or financial information as part of the Executive Summary.

Text Box: (2500 characters limit)

ENVIRONMENT AND HISTORICAL PRESERVATION:

1. Does your Project Plan involve construction, ground disturbance, or installation of fixed equipment. **Yes or No**
 - a. If yes Please Provide ground-level and aerial photos of the proposed project sites. **(Upload Button, multiple uploads)**

2. For any projects that involve construction, ground disturbance, or installation of fixed equipment and involve buildings 50 years or older. **Yes or No**
 - a. If yes, For buildings 50 years or older, upload photographs of proposed installation locations, as well as exterior and interior photos of the building. **(Upload Button, multiple uploads)**

PROJECT NARRATIVE:

Provide a Project Narrative providing a clear and compelling story of the project, outlining its goals, objectives, approach, methodology, and expected outcomes. Project Narratives should have a clear vision/mission statement, and include the following: Title Page, Executive Summary, Proposed Activities, Covered Population, etc.)

1. Upload Project Narrative Document

BUDGET:

Provide a detailed budget outlining how the grant funds will be used. This should include a breakdown of expenses, such as personnel, materials, equipment, travel, and other direct costs. Justify each item and demonstrate a clear need for the funding.

1. Upload Budget Document

PROJECT ACTION PLAN:

Provide a Project Action Plan describing all major project activities and timelines, including the timing of planning and implementation stages, scope of work, key milestones and when each major project activity will start and end, and potential risks to the timeline and proposed mitigation strategies. Highlight any anticipated challenges and the proposed solutions. Team qualifications, include resumes for all key members of the team and required roles. Include

evaluation process; data collection tools, performance measures etc. Include a sustainability plan, how you will ensure long-term viability of your project beyond the performance period.

2. Upload Budget Document

ADDITIONAL SUPPORTING DOCUMENTS:

Please include any additional documentation to support your application. These may demonstrate community support through letters of commitment, details of past projects, and evidence of support for covered populations. Additionally, provide any information that highlights your organization's capacity to execute an effective and impactful project.

3. Upload Supporting Document(s)

ADDITIONAL COMMENTS:

Please enter any additional comments

ASSURANCES & CERTIFICATIONS:

Will you be signing this document? YES or NO

If YES, please review assurances below, if you are in agreement, fill out your name and digitally sign.

If NO, please enter the name and email of the authorized signer.

I certify, in accordance with the following assurances required under 47 U.S.C. §1724(f), that I shall:

(1) use any grant funds I am awarded—

- (A) in accordance with any applicable statute, regulation, and application procedure; and
- (B) to the extent required under applicable law; "

(2) adopt and use proper methods of administering any grant I am awarded, including by—

- (A) enforcing any obligation imposed under law on any agency, institution, organization, or other entity that is responsible for carrying out a program to which the grant relates;
- (B) correcting any deficiency in the operation of a program to which the grant relates, as identified through an audit or another monitoring or evaluation procedure; and
- (C) adopting written procedures for the receipt and resolution of complaints alleging a violation of law with respect to a program to which the grant relates; "

(3) cooperate with respect to any evaluation—

- (A) of any program that relates to a grant I am awarded; and
- (B) that is carried out by or for the BCORD Office or another American Samoan Government official; "

(4) use fiscal control and fund accounting procedures that ensure the proper disbursement of, and accounting for, any Federal funds that I am awarded under the Program;

(5) submit to the Assistant Secretary any reports that may be necessary to enable the Assistant Secretary to perform the duties of the Assistant Secretary under the Program; and

(6) maintain any records and provide any information to the Assistant Secretary, including those records, that BCORD determines is necessary to enable the Assistant Secretary to perform the duties of the Assistant Secretary under the Program.