

ACA BEAD Pre-Registration Office Hours Q&A Roll-Up

BEAD Pre-Registration and Application Timeline

1. What is the deadline for the pre-registration submission?

The pre-registration phase will conclude three days (72 hours) before the termination of the Round 2 project application period, set to be May 2, 2025. As such, the deadline for pre-registration submissions is April 29, 2025.

ACA highly recommends that all Potential Applicants complete pre-registration prior to the launch of Round 1 project application, regardless of whether their project application involves mixed or alternative technologies.

2. What is the timeline for Round 1 and Round 2 project applications?

The Round 1 project application period will commence on January 6, 2025, and will extend over a duration of 30 days, concluding on February 5, 2025.

The Round 2 project application period will commence on April 12, 2025, and will extend over a duration of 20 days, concluding on May 2, 2025.

3. Is it possible for ACA to extend the deadline for Round 1 project applications?

Unfortunately, ACA cannot extend the deadline due to a strict schedule outlined by the NTIA. Consequently, we encourage all Potential Applicants to finalize their pre-registration process and submit all required documents during the pre-registration period. This ensures that the Potential Applicants can devote their efforts to preparing the necessary documentation for the projects they are interested in during the project application phase.

4. When is the release date for the Round 1 project application portal?

Owing to the holiday season in late December, the opening of the Round 1 project application window has been deferred to January 6, 2025, from the initial date of December 20, 2024. As a result, the Round 1 project application portal will become available on January 6, 2025.

5. When is the release date for the project application questionnaire, guidance, and other related documents?

ACA plans to release all necessary materials related to project application on the [ACA website](#) by late December 2024.

6. When will the final project areas be released?

The final project areas will be available within the portal before opening of Round 1 project applications on January 6, 2025.

7. When can Applicants expect to be informed about award dates?

The ACA will publicly announce provisional selections and subgrantees in July 2025.

8. Will Applicants notice any changes to the BEAD Program under a new Presidential Administration?

No changes are anticipated in the BEAD Program with the new administration. The BEAD Notice of Funding Opportunity (NOFO) was approved by a bipartisan Senate and Congress, and the ACA will continue to adhere to the BEAD NOFO directives until informed otherwise.

Pre-Registration

9. Is it possible to grant other individuals within the same organization access to the pre-registration application via the portal?

Absolutely, the portal features an option enabling you to share access with fellow team members within the same organization. For any technical difficulties associated with the portal, please direct your inquiries to Ready.Net, the portal developer, at azhelpdesk@ready.net.

10. Is it mandatory for the CEO of the Internet Service Provider (ISP) to submit the pre-registration application, or can other members in relation to the team apply on behalf of the provider?

The pre-registration application can be submitted by any member(s) of the application team on behalf of the Potential Applicant. While certain certifications within the application require completion or signatures by an officer or director-level employee of the organization, overall, the submission of the pre-registration application is not strictly limited to the CEO of the Potential Applicant.

11. How many years of audited financials are required during pre-registration? Are these financials required at the time of project application or upon award?

Per the pre-registration guidance section 4.2.1.2., “If the Potential Applicant is not a publicly traded company, they must submit audited financial statements for the three most recent fiscal years including Balance Sheet, Income Statement and Statement of Changes in Financial Position or Statement of Cash Flows, and footnotes to the financial statements. The BEAD program requires audited financial statements. As such, tax returns such as Form 1040 Schedule C, Form 1120 (all variants), Form 1165, or a partnership statement (Form K-1) will not be accepted in lieu of Financial Statements.

If the Potential Applicant has not been audited during the ordinary course of business, they should submit unaudited financial statements for the prior three fiscal years. In addition, they must certify that audited financial statements prepared by an independent certified public accountant from the prior fiscal year will be provided prior to receiving any subgrants. This requirement applies to all Potential Applicants that are not publicly held, including those that have solely operated an electric transmission or distribution service.

If Potential Applicant’s financial history is less than three years, include quarterly or semi-annual statements for partial years including the current year.

If the Potential Applicant is publicly held, provide direct links to 10-K statements for the three most recent fiscal years.”

12. For cooperatives that are not publicly traded, owned 100% by all their cooperative electric broadband members, and therefore do not have a list of owners, what information should be provided in the ownership section?

If the cooperative has more than 25 members, they can list board members, officers, and/or executive committee members in place of its members. Additionally, the Potential Applicant should also include as attachment(s) a description of its composition and nature as a cooperative and any supporting organizational documents and materials that demonstrate this as part of the organizational structure requirements under the managerial capability section of the preregistration application. This information should include, at a minimum, information on the structure of the cooperative, number of members, role of the board members, officers, and/or executive committee and governance structure.

13. When will ACA require the ISPs to provide the Letter of Credit (LOC)?

At the pre-registration stage, Potential Applicants are required to certify that they understand an executed performance security will be required after final award and prior to signing of the grant agreement. ACA intends to provide additional guidance regarding performance security submission requirements as part of the project application stage.

14. Will letters of support be required from county leadership for each project area?

According to the [Arizona BEAD Volume II](#), “as part of the requirements for the BEAD Program, applicants must consult with local and tribal authorities regarding their qualifications and plans within the project area.” Additionally, “Local and Tribal Governments may provide support for one or more applicants within the BEAD Program with letters of support that will factor into the scoring criteria.”

The letters of support will be factored into the scoring criteria and will be evaluated based on any financial commitments from the relevant Local or Tribal Government, diversity, any commitments made by the relevant Local or Tribal Government(s) (including direct or in-kind commitments like right of way access or permitting assistance), and recognition of the potential subgrantee’s coordination efforts in the community through the letter(s) of support.

The ACA encourages Potential Applicants to secure these letters during the pre-registration phase. Should there be any modifications in project areas prior to their final release, ACA pledges to assist applicants to provide sufficient time to obtain updated letters of support.

15. In the Ownership section of the pre-registration application, is it necessary for a member-owned cooperative to fill out each question?

No, it is not necessary to fill out each question under the ownership section. Potential Applicants will be required to provide details for questions as applicable to them.

For cooperative having more than 25 members, they can list board members, officers, and/or executive committee members in place of its members in the ownership section. Additionally, the Potential Applicant should also include as attachment(s) a description of its composition and nature as a cooperative and any supporting organizational documents and materials that demonstrate this as part of the organizational structure requirements under the managerial capability section of the pre-registration application. This information should include, at a minimum, information on the structure of the cooperative, number of members, role of the board members, officers, and/or executive committee and governance structure.

16. For the Q 19 on Application Org Chart for relevant personnel, Potential Applicants are asked to include a Chief Technology Officer (CTO). If the Potential Applicant does not have a position equivalent to a CTO, how should this be addressed? Should the Potential Applicant list the most relevant employee whose responsibilities align with that of a CTO, or list the CEO as the only officer-level employee in the organization?

It is not mandatory to provide information for a CTO in an organization, if not applicable to the Potential Applicant. The Potential Applicant can include the organization chart with the CEO as

the main point of contact for this question along with other key personnel identified in the pre-registration response. Additionally, the Potential Applicant should include a narrative explaining the structure of their organization and the reason for listing the CEO as the technology officer.

17. For providing information on certifications and licensures, how much detail is needed concerning the Potential Applicant’s workforce? For instance, what if the Potential Applicant’s workforce has relevant broadband deployment experience but no certifications?

In case of workforce with relevant experience across working on broadband deployment projects but no specific certifications or licenses, Potential Applicant can provide a description of the skills, training programs attended, and the role of the workforce on the projects that is reflective of industry practices and complies with relevant federal and state laws to demonstrate their capability and for ensuring appropriately skilled and credentialed workforce.

Based on the information provided, ACA will reach out for any further information, if required.

18. Can a new entrant use experience from large grants received for projects similar in size and scope to BEAD funding, such as Smart Grid or other energy-related programs, as documentation of past experience? If they lack past broadband deployment experience, can other energy-related deployment projects demonstrate their technical, managerial, and financial competence?

Yes, new entrants can provide any grant funded Smart Grid or other electric transmission or distribution projects as evidence to demonstrate relevant experience and operational capabilities to deploy broadband-specific infrastructure projects. Additionally, even if a Potential Applicant lacks previous broadband infrastructure project experience, they can submit relevant resumes of key personnel and descriptions of projects completed by contractors or subcontractors they plan to partner with for BEAD deployment to demonstrate that they have obtained, through internal or external resources, sufficient operational capabilities.

19. Is there any specific naming convention required for attachments to the BEAD pre-registration application?

There are no naming convention requirements for attachments. Potential applicants are only required to upload files to each question as instructed on the grant portal and ensure that the files are not corrupt.

20. Where can Applicants find the list of BEAD Program requirements for the service milestones section?

Details regarding the service milestones and other necessary project related information will be made available during the Project Application stage, which will be published on January 6th, 2025.

21. Will pre-registration applications be reviewed on a rolling basis?

Yes, pre-registration applications will be reviewed on a rolling basis, in the order they are received. Please also note that pre-registration will remain open until three days before the ACA closes Round 2. Potential Applicants can submit their pre-registration applications at any time up until that deadline. However, please note that all pre-registration applications must be completed before an applicant can submit either a Round 1 or Round 2 application.

22. For the questions that require a signed statement (Questions 6, 31, 43, 70, and 75), what is required as part of the upload? Can a single signed document be used to certify all the questions?

Each question listed requires an individual certification and Potential Applicants must upload a separate certification attachment for each question. Applicants will be required to select the checkboxes separately for each question in the pre-registration application and upload a certification signed by an Officer or Director-level employee including all the statements certified in the question.

23. For Questions #17 and #22, Applicants cannot see these questions in their entirety due to the formatting in the portal.

Ready.Net will address this issue in the portal and fix it accordingly. For technical issues, please direct your questions to azhelpdesk@ready.net.

24. For Question #22, where should Potential Applicants upload the resumes that were previously required to be linked in the template? Can Potential Applicants instead submit a document containing all the resumes?

The pre-registration portal has been updated to remove the excel template for this section. Potential Applicants can now either upload each resume of the key personnel as separate attachments or upload a single combined document including all the relevant resumes of the key personnel.

25. For Question #46, what does "the state level outside of Arizona" mean? Can we provide the total number of customers/businesses/CAIs served nationwide instead of breaking it down by each state?

Potential Applicants will be required to provide a state-by-state breakdown of subscribers/businesses/CAIs rather than a nationwide total. ACA requires this information to understand the Potential Applicant's presence across different states.

26. For Question #53 regarding the New Entrant template, how should it be completed? Potential Applicants are asked to provide evidence of organizational readiness, which is included as narratives in other sections. Is the intent of this template to summarize these narratives?

For new entrants, Potential Applicants must provide evidence to demonstrate that they have obtained, through internal or external resources, sufficient operational capabilities. This includes but not limited to:

- Resumes of key personnel
- Description of relevant ongoing or completed projects, and
- Narratives from contractors, subcontractors, or other partners with relevant operational experience, or other comparable evidence.

If resumes and project descriptions have already been submitted in earlier sections of the pre-registration application, they can reference the relevant sections in the excel template provided. For example, "Technically qualified key personnel - Question 22 resumes uploaded". The template provided is intended to be used only to allow the Potential Applicant an opportunity to tie any attachments/narratives that it provides with the applicable section to demonstrate its operational capability.

Additionally, Potential Applicants can upload any additional supporting documentation, if required. (Examples: Narratives from contractors/subcontractors, award letters/completion letters for relevant projects and any other supporting documentation)

27. In the ownership section, there are multiple templates to be completed as it applies to the Potential Applicant under each question. As an LLC, many of these templates are not relevant to our organization. Should these sections be left blank?

Yes, all of the questions under the ownership section of the pre-registration application needs to be filled only as applicable to the Potential Applicant. If any of these questions with the templates do not apply, the Potential Applicants can leave them blank.

28. For Question #62, what information needs to be included? Is it simply a yes or no answer regarding whether the Potential Applicant is an MBE or WBE?

If the Potential Applicant is an MBE or WBE, they must upload supporting documentation that certifies the organization's status, or the status of the contractor/subcontractor as an MBE/WBE. This supporting documentation can be provided during the pre-registration stage. Alternatively, Applicants will also have the option to submit this documentation during the project application stage.

29. For Question #62, is it inquiring about a small business joint venture, or is it simply asking if the Potential Applicant qualifies as a small business? If it is the latter, what documentation should the Potential Applicant provide for certification?

The Potential Applicant may submit a certification from the State of Arizona indicating their organization's status or status of their partners, contractor or subcontractors as a MBE/WBE/Labor Surplus Firms/Small business, as defined by Arizona General Statute or Arizona State agencies, if applicable.

Alternatively, the Potential Applicant can provide a self-certified document that they qualify as a MBE/WBE/Labor Surplus Firms/Small business under Arizona Statutes.

30. If a Potential Applicant provides documentation stating the number of employees, which would, by definition, designate their status as a small business, would that be acceptable?

If opting for self-certification by the Potential Applicant, ACA prefers a signed statement certifying the organization's status signed by an Officer or a Director-level employee of the organization.

31. For Question #63, the Public Funding Template, what are the requirements on disclosing planned future projects? How can Potential Applicants provide the required information while maintaining confidentiality concerning ISP-specific details about applications (such as project areas, cost modeling, etc.)?

The Public Funding Information section requires Potential Applicants to disclose information on any federal or state funded broadband deployment projects including completed projects, ongoing projects, and future planned projects (projects awaiting award – submitted an application and planned future projects – planning to submit an application). For future projects, Potential Applicants are required to provide a list of projects planned across other states and in the state of Arizona excluding the Arizona BEAD program.

Examples include BEAD program funded projects in other states, RDOF funded, CPF funded, or any other federal or state funded broadband-specific projects outside of Arizona’s BEAD program. If the Potential Applicant has no plans to undertake any other publicly funded broadband project, they should submit a statement indicating that the Arizona BEAD program is the only publicly funded broadband deployment project they are planning to undertake.

32. Question #65(a) requests signed evidence of compliance with labor laws, but no descriptions or examples of evidence are provided. What kind of evidence should be submitted?

The evidence in this context would require a certification from an Officer or Director-level employee stating that the Potential Applicant has been in compliance with federal and state labor laws for the past three years.

33. Are there any word or character limits for narrative sections in the pre-registration application?

No, there are no word or character limits for the narrative sections. If you are experiencing any technical issues, please reach out to Ready.NET at azhelpdesk@ready.net.

Project Application

34. Is it expected that there will be a lesser emphasis on narrative and more focus on technical aspects such as engineering, design, and financials in the Round 1 and Round 2 project applications?

The structure of the Round 1 and Round 2 applications will incorporate narrative responses along with both technical and financial aspects. Therefore, applicants will be required to provide a balanced combination of narrative, financial, and technical responses during the project applications.

35. Does Round 1 solely focus on fiber applications or are project applications for all technologies accepted by the ACA?

Round 1 will accept project applications for all technologies. While the NTIA BEAD NOFO and ACA prioritize feasible and affordable fiber applications, Applicants will have the opportunity to also propose alternative or mixed technology solutions in their project applications. ACA encourages Potential Applicants to propose to most technically feasible and cost-effective solution for broadband deployment through the BEAD program. More information on the submission requirements will be provided with the project application questionnaire and guidance during the project application phase.

36. Can ACA discuss more about how Arizona will balance fiber priority with setting a high-cost threshold? Additionally, how will alternative technologies be implemented in that balance? Will Arizona potentially have a plan that does not address every location in the state if they end up running out of money?

Round 1 will accept project applications for all technologies. While the ACA will prioritize feasible and affordable fiber applications, Applicants will have the opportunity to also propose alternative or mixed technology solutions in their project applications for including high-cost areas or outliers. Further details regarding the prioritization of Project Areas and technology solutions will be provided with the Project Application Guidance and Round 1 Applications released on January 6, 2025.

BEAD Eligible BSLs and Project Areas

37. To what extent were the initial project areas adjusted? Should Potential Applicants anticipate devoting a considerable amount of time and effort to update cost modeling following the release of final project areas?

Upon the release of the final project areas during Round 1, Potential Applicants will have a 30-day window to make any necessary adjustments to their cost modeling in response to changes in applicable project areas.

38. When are post-challenge locations expected to be posted?

The challenge results, including any post-challenge data adjustments, are currently under review by NTIA. While the exact timeline for approval is not guaranteed, ACA expects to receive approval by December 2024, before the opening of the Round 1 project application.

39. Could delays in NTIA approval for post-challenge BSL locations influence application timelines?

The updated schedule for Round 1 opening has been designed to incorporate possible delays in the approval of post-challenge results by the NTIA.

40. Considering that several states, including Virginia, have experienced significant shifts in the post-challenge BSL lists following NTIA approval, with adjustments concerning the number of locations and the distribution per project area, can similar changes be expected in Arizona potentially altering Potential Applicants' approach?

Based on the current data available, the ACA does not foresee any drastic alterations to the BSL list post-challenge following complete NTIA approval.

41. Can ACA confirm which version of fabric data will be released for the Final Project Areas: Version 3, 4, or 5?

ACA will be using Version 4. The final Project Areas will be released on December 23, 2024.

42. Some states need to reconcile their approved Challenge Data with locations that have been developed since the Challenge Process ended. One method being used is the '\$0 Bid Process.' Does the ACA anticipate having to reconcile locations, and if so, what mechanisms does the ACA plan to use for verification?

The ACA does not plan to utilize the \$0 Bid Process. If an existing ISP has invested private funds after conducting due diligence and de-duplication, those locations will be included in their applications. This will make their applications more competitive because there will be fewer locations needing service under the BEAD program. Additional de-duplication will be performed before contract execution to maintain the integrity of both Round 1 and Round 2 Applications.

Contact Info

43. How can Potential Applicants seek clarification and/or assistance should they have further questions throughout the pre-registration process?

- Email ACA at broadband@azcommerce.com. For technical issues, please direct your questions to azhelpdesk@ready.net.
- Office hours: Attend BEAD Office Hours every Tuesday from November 19 to December 17 for support with the pre-registration process. Participate in [Q&A sessions](#) or schedule a [1:1 session](#) (limited time slots available) to receive personalized guidance.
- [ACA Pre-Registration webpage](#)