



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

## **Project Area and Eligibility Updates**

Arizona Commerce Authority (ACA)

September 2024

## Contents

Introduction.....	1
Register for an Account.....	1
Toggling Views .....	2
Broadband Serviceable Location (BSL) Level View .....	4
Submit a Project Area Comment .....	6
Download Data.....	8
Draw Project Area for Comment .....	8
View Project Area Comments (Broadband Office Only) .....	10

# Arizona Broadband Navigator: A Comprehensive User Guide

## Introduction

The Arizona Broadband Navigator has been updated to support Project Area Design. While the application will keep the original BEAD Challenge Process information available, new elements have been added to support the state in gathering feedback for “Market Sounding” purposes. This guide will walk you through the new additions to the application.

## Register for an Account

To access many of the new tools, users must be registered and logged in. Eligible entities can request an account by either navigating to a particular point on the map or by navigating to the request account page from the login page.

**Note:** *If you have created an account in the past, there is no need to create a new one. If you’ve forgotten your password, you can choose “Forgot password?” in the login screen.*

Figure 1: Log in Screen

1. Select the 'Sign In' link in the upper right corner of the application.
2. Select 'Request a new account'
3. Fill out user information. *Fields marked with a \*red asterisk are required.*
  - a. \*Full name
  - b. \*Email address
  - c. \*Phone Number
  - d. \*Organization Category
    - i. Unit of Local Government
    - ii. Non-Profit Organization
    - iii. Broadband Provider
  - e. \*Organization
    - i. Nonprofits and Local Governments:
      1. Select the Organization dropdown.

2. Scroll through the Organizations to search for your organization.
3. If you do NOT see your organization in the list, select 'Other' and manually enter the name of your organization.
4. If the account request is accepted, the manually entered organization will now be listed in the Organization drop down for all future users to choose from.

\*Please ensure that the **same organization name is used** if multiple users are accessing the portal. This will ensure access to challenge review dashboards.\*

ii. Broadband Providers:

1. Select the Organization dropdown.
2. Scroll through the Organizations to search for your organization. All FCC filed broadband providers in your state will be listed alphabetically.
3. If you do NOT see your organization in the list, select 'Other' and manually enter the name of your organization.
5. If the account request is accepted, the manually entered organization will now be listed in the Organization drop down for all future users to choose from.

\*Please find and select your organization name from the auto populated list.

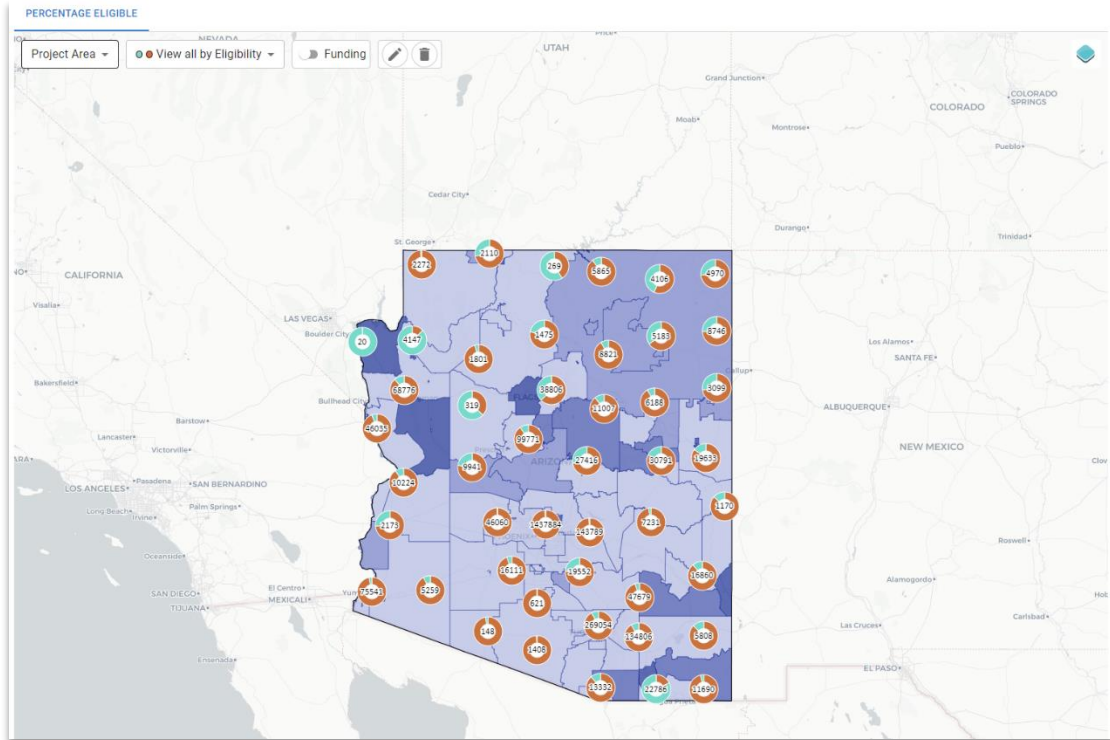
**This is critical to ensure challenges will be linked to your account and will be appropriately notified.** \*

f. \*Webpage (your organization's URL)

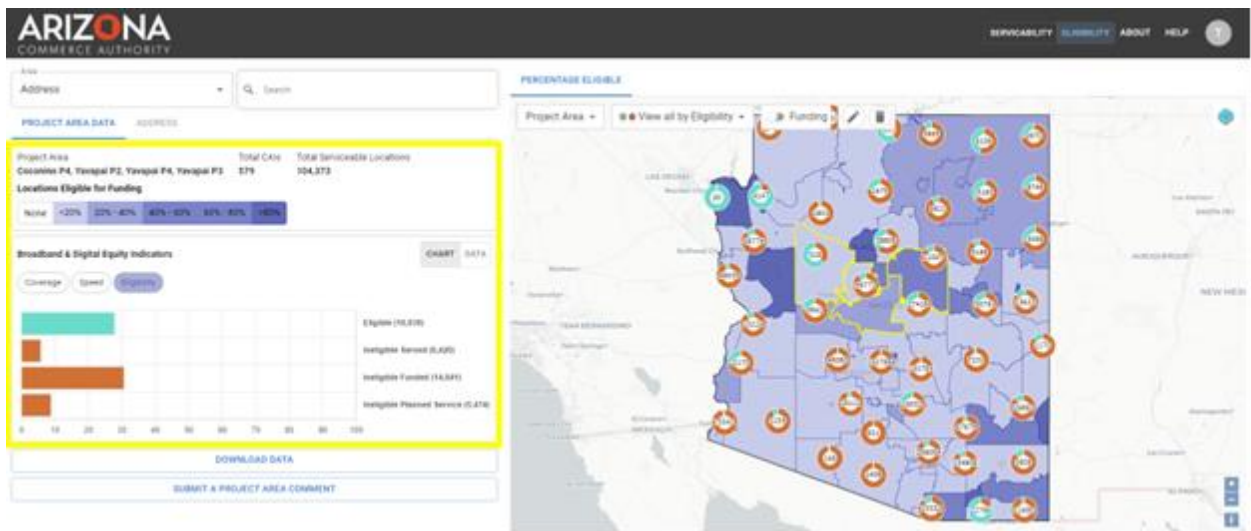
4. Select 'Request'
5. Request will be reviewed.
6. Once accepted, you should receive an email confirmation providing a link to complete the signup process and create a password. This link will only be valid for seven days, at which time it will expire, and a new request will need to be submitted.
7. Once the password has been set, the new user can view and use all functionality associated with their organization type.

## Toggling Views

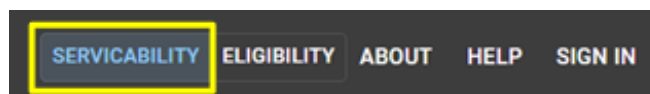
1. Addresses can now be viewed by Eligibility
  - a. **Eligible**: Addresses that are eligible for BEAD funding
  - b. **Ineligible**: Addresses that are ineligible for BEAD funding because they are served, have funding, or planned service
2. The map will default to an eligibility view:
  - a. This includes:
    - i. A default boundary of Project Areas
    - ii. A new theme default of Eligible Locations
    - iii. New symbology of BSLs, based on eligibility



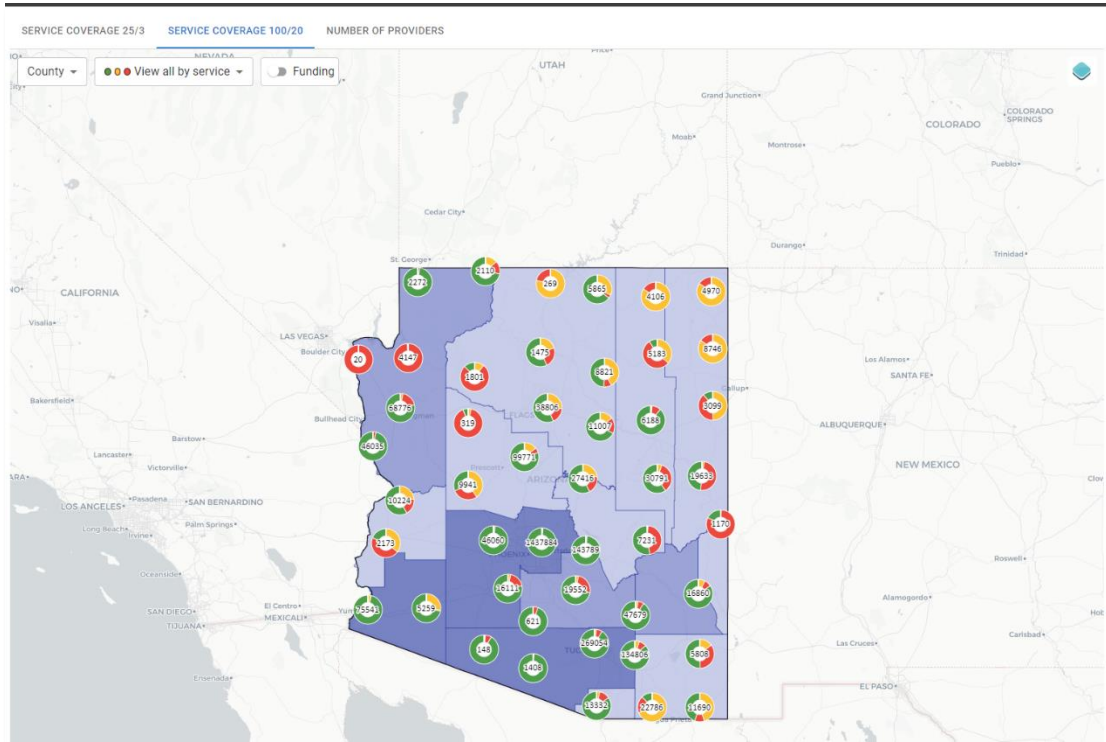
3. A breakdown of eligible and ineligible addresses will appear in the 'Broadband and Digital Equity Indicators' section to the left after selecting a project area
  - a. Hold shift to select multiple projects areas and view their data simultaneously



4. To return to the original BEAD Challenge Map, select 'SERVICABILITY' in the top right corner:

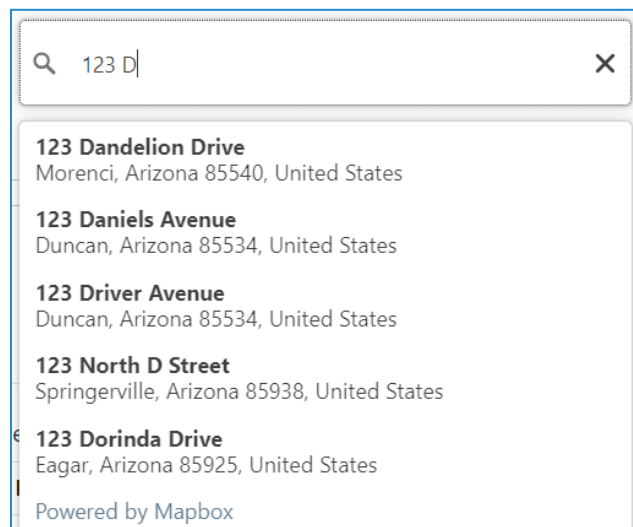


5. You will be redirected to the original BEAD Challenge Process map, themes, and symbology:



## Broadband Serviceable Location (BSL) Level View

1. To view a specific BSL:
  - a. Zoom into the desired address using your mouse, mousepad, or “+” and “-” keys at the bottom right-hand corner of the map OR
  - b. Enter the address in the search bar to the left of the map
    - i. The search bar will populate results as you search
    - ii. Select the correct address and you will be automatically directed to the BSL and the BSL will be selected



2. Once the address is selected, you can view the associated information in the left-hand data panel for that BSL:
  - a. Address
  - b. Residential or Business
  - c. Status: Served, Underserved, or Unserved
  - d. Eligibility *\*Eligibility view only\**:
    - i. Eligible: The location is eligible for funding
    - ii. Ineligible – Served: The location is ineligible for funding due to already being served.
    - iii. Ineligible – Planned Service: This location is ineligible for funding because there is planned service at the location.
    - iv. Ineligible – Funded: This location is ineligible for funding because it is already funded by another program.
  - e. Provider Table:
    - i. Provider: Available providers at this location
    - ii. Tech: Available technology at this location
    - iii. Speed: Highest available speed for this provider and tech at this location
    - iv. Biz/Rez: Business or residential (or both) service offered at this location
    - v. Status: Status of this service
      1. Available: This service tier is currently available
      2. Funded: This service tier is funded and available
      3. Planned: This service tier is planned and will be built and active by Dec. 30, 2024.
  - f. Broadband Funding:
    - i. Funded
      1. Provider and fund information will be shown if funded
    - ii. Unfunded

**123 DANDELION DR, MORENCI 85540**  
Residential

**SERVED** **INELIGIBLE - FUNDED**

Provider	Tech	Speed	Biz/Rez	Status
Sparklight	Cable	1000/50 Mbps	Mixed	Available
Valley Telecom Group	DSL	45/10 Mbps	Mixed	Available
Valley Telecom Group	Fiber	1000/100 Mbps	Mixed	Available
T-Mobile	Licensed Fixed Wireless	25/3 Mbps	Mixed	Available

**Broadband Funding**

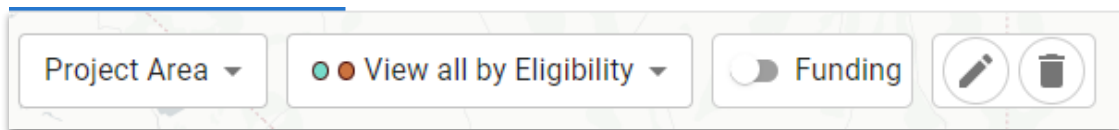
**FUNDED**

Fund	Provider
Telephone Loan Program	Valley Telecom Group

*\* Service data is as of 06/30/2024 published on 02/07/2024 and is the data used during the BEAD challenge process. In some cases this will differ from current FCC availability data, but is the authoritative service availability data used to determine BEAD eligibility.*

## Submit a Project Area Comment

1. Log into your account
  - a. Select “Sign In” in the top right-hand corner
2. Ensure that the “Project Area” geography is selected:



3. Select the desired project area by clicking on the project area
  - a. To select multiple project areas, hold the ‘Shift’ key while selecting the project areas
    - i. When multiple geometries are selected, the data in the left-hand Data Pane will automatically aggregate for the selected areas
4. Select “Submit a Project Area Comment” in the data pane
5. A pop up will appear to enter your comment



### Project Area Comment ✕

Project Area Comment

Enter Comment Here

0/1500 characters

**You may upload attachments to support your Project Area Comment**

*\* Attachments are not required for comment submission. \**

**Allowed file types:** PDF, JPEG, PNG, BMP, CSV, or Word Document

*Maximum file size of five megabytes*

Choose Files No file chosen

ProjectArea\_geojson - 367 B ✓ ✕

**Disclaimers:**

By pressing 'Submit', you acknowledge that you have read and agree to the following statements:

1. The Broadband Serviceable Locations (BSLs) shown as "Eligible" on this map are pending NTIA approval and are subject to change.
2. Any information, including attachments, submitted in response to the defined project areas are subject to the Freedom of Information Act (FOIA).
3. Feedback gathered through the Broadband Navigator is for "Market Sounding" purposes only and will not be recognized as an official BEAD deployment proposal.

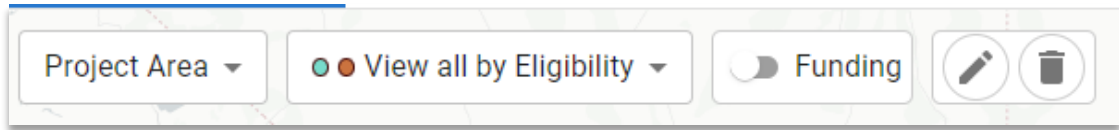
CANCEL SUBMIT

6. Enter the comment that you wish to leave in the "Project Area Comment" box
  - a. All comments must be under 1,500 characters
7. You can add attachments by selecting "Choose Files" and navigating to the desired file
  - a. Allowed file types:
    - i. PDF
    - ii. JPEG
    - iii. PNG
    - iv. BMP
    - v. CSV
    - vi. Word Document
  - b. Files must be under 5 megabytes per file
  - c. There is no limit to the number of files that you can attach
  - d. Attachments are not necessary for Project Area comment submission

8. Please review the disclaimers at the bottom before selecting “Submit”
  - a. By submitting the Project Area Comment, you acknowledge that you have reviewed and accept the disclaimers
9. The Project Area Comment will be sent to the Broadband Office for review

## Download Data

1. Log into your account
  - a. Select “Sign In” in the top right-hand corner
2. Ensure that the “Project Area” geography is selected:



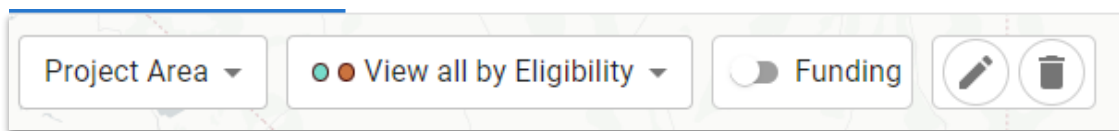
3. Select the desired project area by clicking on the project area
  - a. To select multiple project areas, hold the ‘Shift’ key while selecting the project areas
    - i. When multiple geometries are selected, the data in the left-hand Data Pane will automatically aggregate for the selected areas
4. Select “Download Data” in the data pane on the left-hand side
5. The data will be available in 2 formats:
  - a. Project Area Geometry (GeoJSON): A download of the boundary of the selected Project Area(s)
  - b. Location IDs (CSV): A CSV download of all Location IDs in the selected Project Area(s)



6. Select the desired format and the application will automatically launch the download.

## Draw Project Area for Comment

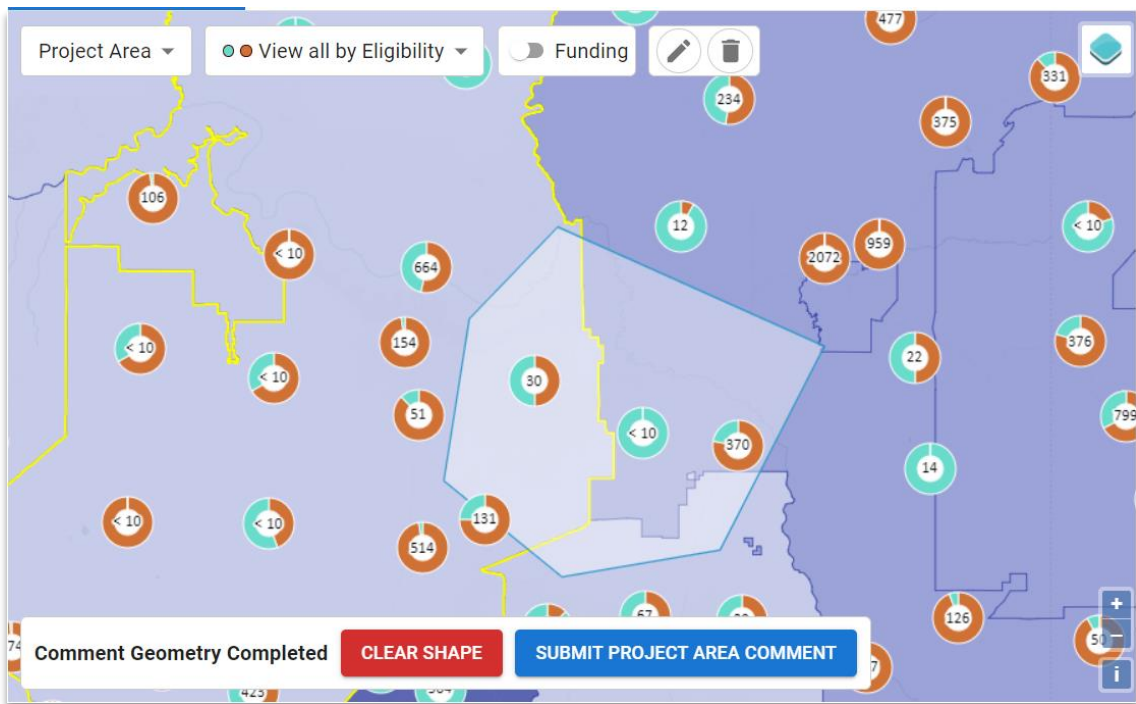
1. Log into your account
  - a. Select “Sign In” in the top right-hand corner
2. Ensure that the “Project Area” geography is selected:



3. Select the draw tool from the toolbar



4. Draw your desired area on the map. To add a custom shape, hold shift and the mouse will be able to move freely.
  - a. Close the polygon by selecting the starting point again
5. After closing the polygon, select “Submit Project Area Comment” at the bottom of the screen:



6. A pop up will appear to enter your comment
  - a. The drawing you created will automatically attach as a GeoJSON to the comment
  - b. If you remove this attachment, the Project Area drawing will not be submitted
7. Enter the comment that you wish to leave in the “Project Area Comment” box
  - a. All comments must be under 1,500 characters
8. You can attach any additional attachments by selecting “Choose Files” and navigating to the desired file
  - a. Allowed file types:
    - i. PDF
    - ii. JPEG
    - iii. PNG
    - iv. BMP

- v. CSV
  - vi. Word Document
- b. Files must be under 5 megabytes per file
  - c. There is no limit to the number of files that you can attach
  - d. Additional attachments are not necessary for Project Area comment submission

✕
**Project Area Comment**

Project Area Comment

Enter Comment Here

0/1500 characters

**You may upload attachments to support your Project Area Comment**

\* Attachments are not required for comment submission. \*

**Allowed file types:** PDF, JPEG, PNG, BMP, CSV, or Word Document

Maximum file size of five megabytes

Choose Files

 No file chosen

ProjectArea.geojson - 367 B ✓ ✕

**Disclaimers:**

By pressing 'Submit', you acknowledge that you have read and agree to the following statements:

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2. Any information, including attachments, submitted in response to the defined project areas are subject to the Freedom of Information Act (FOIA).
3. Feedback gathered through the Broadband Navigator is for "Market Sounding" purposes only and will not be recognized as an official BEAD deployment proposal.

CANCEL

SUBMIT

9. Please review the disclaimers at the bottom before selecting "Submit"
  - a. By submitting the Project Area Comment, you acknowledge that you have reviewed and accept the disclaimers
10. The Project Area Comment will be sent to the Broadband Office for review

### **View Project Area Comments (Broadband Office Only)**

1. Log into your account
  - a. Select "Sign In" in the top right-hand corner
2. Select the icon in the top right corner and select "Challenge/Comment Dashboard"
3. You will be directed to the dashboard with "Project Area Comments" as the default tab.

- a. You can still view all other tabs from the Challenge Process by selecting them:
  - i. Evidence Review
  - ii. Awaiting Rebuttal
  - iii. Rebuttal Review
  - iv. Completed
4. The dashboard will give you an overview of the comments and associated fields:
  - a. Comment ID
    - i. A unique identifier of the Project Area comment
  - b. Comment Date
  - c. Project Areas
    - i. This may include multiple project areas if they commenter chose multiple areas to comment on
    - ii. This may have the value of "Drawing" if the comment is on a user-drawn polygon
  - d. Eligible BSLs
    - i. This field will only be populated for non-user drawn project areas
  - e. Eligible CAIs
    - i. This field will only be populated for non-user drawn project areas
  - f. Commenter
  - g. Commenter Email
  - h. Commenter Org

COMMENT ID	COMMENT DATE	PROJECT AREAS	ELIGIBLE BSLs	ELIGIBLE CAIs	COMMENTER	COMMENTER EMAIL	COMMENTER ORG
46	09/18/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
45	09/16/2024	Coconino P2	849	23	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
44	09/16/2024	Coconino P5	3549	112	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
43	09/16/2024	La Paz P1	535	26	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
42	09/16/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
41	09/16/2024	Tohono O'odham T, Maricopa P1	642	83	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
40	09/13/2024	Yavapai P3	1337	37	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
39	09/13/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
38	09/13/2024	Yavapai P1	1725	20	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
37	09/13/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
36	09/13/2024	Coconino P4	5248	9	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
35	09/13/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
34	09/13/2024	Coconino P3	4061	29	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
33	09/13/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
32	09/13/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
31	09/13/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
30	09/13/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
29	09/13/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office
28	09/13/2024	Drawing	--	--	Test broadband_office User	broadband_office@sanborn.com	Test Broadband Office

5. To view more information about the project area comment, simply select the comment in question. A sidebar will appear with the following information:
  - a. Comment Files to Review
    - i. Any files attached to the Project Area comment

- b. Comment Text
  - i. Any text entered in the Project Area comment submission
- c. Email Commented
  - i. Select this tool to initiate an email to the commenter

The screenshot shows the Arizona Commerce Authority dashboard. At the top, there are navigation tabs: PROJECT AREA COMMENTS (highlighted), EVIDENCE REVIEW, AWAITING REBUTTAL, REBUTTAL REVIEW, and COMPLETED. Below the tabs is a search bar with the text "Search challenge ID or address" and a "Challenge ID" dropdown. The main content area is a table with the following columns: COMMENT ID, COMMENT DATE, PROJECT AREAS, ELIGIBLE BSLB, ELIGIBLE CARS, COMMENTER, and COMMENT. The table contains 20 rows of data. On the right side, there is a sidebar with a close button (X) at the top, followed by "Comment 46: Drawing", "Comment Files to Review" (with a link to ProjectArea.geojson), "Comment Text" (with "Testing 1234" below it), and a blue button labeled "EMAIL COMMENTER".

COMMENT ID	COMMENT DATE	PROJECT AREAS	ELIGIBLE BSLB	ELIGIBLE CARS	COMMENTER	COMMENT
46	09/19/2024	Drawing	--	--	Test broadband_office User	broadban
45	09/16/2024	Cocconino P2	840	23	Test broadband_office User	broadban
44	09/16/2024	Cocconino P5	3549	112	Test broadband_office User	broadban
43	09/16/2024	La Paz P1	535	26	Test broadband_office User	broadban
42	09/16/2024	Drawing	--	--	Test broadband_office User	broadban
41	09/16/2024	Tohono O'odham T, Maricopa P1	642	83	Test broadband_office User	broadban
40	09/13/2024	Yavapai P3	1337	37	Test broadband_office User	broadban
39	09/13/2024	Drawing	--	--	Test broadband_office User	broadban
38	09/13/2024	Yavapai P1	1725	20	Test broadband_office User	broadban
37	09/13/2024	Drawing	--	--	Test broadband_office User	broadban
36	09/13/2024	Cocconino P4	5248	9	Test broadband_office User	broadban
35	09/13/2024	Drawing	--	--	Test broadband_office User	broadban
34	09/13/2024	Cocconino P3	4061	29	Test broadband_office User	broadban
33	09/13/2024	Drawing	--	--	Test broadband_office User	broadban
32	09/13/2024	Drawing	--	--	Test broadband_office User	broadban
31	09/13/2024	Drawing	--	--	Test broadband_office User	broadban
30	09/13/2024	Drawing	--	--	Test broadband_office User	broadban
29	09/13/2024	Drawing	--	--	Test broadband_office User	broadban
28	09/13/2024	Drawing	--	--	Test broadband_office User	broadban

- 6. Download all comments as a CSV by selecting "Download Comments as CSV"
  - a. The application will automatically launch the download
  - b. The CSV will include all fields shown on the dashboard screen

