Connected Capital Broadband Consortium Work Plan

Goal	Activities/Tasks	Who Manages	Start Date	Completion Date	Work Plan Year 1				Work Plan Year 2				Outcome or Deliverable
					Y1Q1	Y1Q2	Y1Q3	Y1Q4	Y2Q1	Y2Q2	Y2Q3	Y2Q4	
1. Develop and assist with implementation of broadband infrastructure plans for priority investment.	Facilitate mapping exercises to identify existing backbone, middle mile, and last mile infrastructure and critical gaps.	VV and Jurisdictions	Jan-17	Dec-18		X	X	X					Maps and summary reports for use in strategic planning, feasibility studies, and funding applications
	Survey business districts and employment centers to identify broadband assets and barriers to economic development.	VV	Jan-17	Dec-18					X	X	X	X	working group with recommendations
	Identify funding sources and funding gaps.	VV	Jan-17	Dec-18	X	X	X	X	X	X	X	X	E-Newsletters, E-blasts, social media posts, recommendations for each county
	Convene and coordinate stakeholders, funding sources, and telecoms to identify, prioritize, and advance a core set of priority projects.	VV	4/1/2017 - 12/31/2017	1/1/2018 - 12/31/2018				X				X	Reports that identify specific priority projects and implementation strategies for four counties
2. Promote broadband deployment and availability to residences and businesses.	Promote ground truth speed testing through surveys and the CalSPEED Android and iPhone application.	VV	Jan-17	Dec-18	X	X	X	X	X	X	X	X	Synthesized survey results and assessments for each county working group
	Analyze captured information and prepare broadband score card toolkits for each jurisdiction in the region.	VV	Apr-17	Dec-18		X	X	X					Score card and toolkit for each county
	Facilitate and promote broadband educational forums and workshops.	VV and jurisdictions	Jan-17	Dec-18	X	X	X	X	X	X	X	X	Summary reports of proceedings and findings
	Document and disseminate information on best practices and/or model policies.	VV	Jan-17	Dec-18	X	X	X	X	X	X	X	X	E-Newsletters, E-blasts, social media posts, resource document for four counties
3. Promote broadband access and adoption for residences and businesses.	Document and communicate with jurisdictions, agencies, and organizations about service options in their areas.	VV	Jan-17	Dec-18	X	X	X	X	X	X	X	X	Updated tri-fold communication document for all four counties
	Research, document, and disseminate information on local, statewide, and national policies and pilot projects.	VV	Jan-17	Dec-18	X	X	X	X	X	X	X	X	E-Newsletters, e-blasts, social media posts, summary reports, tool kits
	Convene Internet Service Providers (ISP), local governments and community benefit organizations (CBO) to identify resources and collaborate on community education and outreach.	VV and Jurisdictions	6/1/2017 - 8/31/2017	6/1/2018- 6/30/2018			X				X		Summary reports on resources and collaboration on education and outreach efforts
	Work with local stakeholders to identify, prioritize, and advance digital access projects.	VV and Jurisdictions	Jan-17	Dec-18	X	X	X	X	X	X	X	X	Summary reports identifying digital access projects
4. Increase the rate of broadband adoption by facilitating the impact of consumer education, outreach, and adoption.	Identify high priority underserved and unserved target populations and communities.	VV and Jurisdictions	Apr-17	Dec-17		X	X						Summary report, tool kit
	Work with local anchor institutions to become community broadband access points and leverage resources for additional access points.	VV and Jurisdictions	Oct-17	Mar-18							X	X	Summary reports and resource guides for all four counties
	Work with telecoms to increase enrollment for low-cost home and business Internet solutions.	VV and Telecoms	Jan-17	Dec-18	X	X	X	X	X	X	X	X	Summary reports and resource guides for all four counties
	Work with local agencies to facilitate applications for public housing grants and broadband infrastructure grants.	VV	Jan-17	Dec-18	X	X	X	X	X	X	X	X	Summary report, grant assistance, working grant timelines for each county, applications submitted
5. Provide project management support for CCABC.	Implement Work Plan including project activities, reporting, and billing.	VV	Jan-17	Dec-18	X	X	X	X	X	X	X	X	Summary report, billing documents
	Disseminate information via e-newsletters, e-blasts, social media, and website.	VV	Jan-17	Dec-18	X	X	X	X	X	X	X	X	E-Newsletters, E-Blasts, social media blasts, website updates
	Participate in CPUC Learning Summits, monthly consortia conference calls, and partner funded networking events.	VV and CPUC	Jan-17	Dec-18	X	X	X	X	X	X	X	X	Summary report, support for CASF Consortia & CPUC staff as needed
	Convene annual event to educate and build relationships across political jurisdictions and disciplines to reach a broad constituency.	VV	8/1/2017 - 11/31/2017	10/1/2018 - 12/31/2018				X				X	Summary report with progress to date and recommendations
	Represent CCABC at local and state meetings, events, council, and policy forums.	VV	Jan-17	Dec-18	X	X	X	X	X	X	X	X	Increased awareness of CCABC Vision and Action Plan, Identification and mobilization of broadband champions

Work plan was written Y1Q1 starting in January 2017