

Appendix A-4, ANNUAL WORK PLAN AND PERFORMANCE METRICS PLAN (see Sec 1.6 B)									
[Consortium Members, create a separate work plan and performance metrics plan for each work plan year, if seeking multi-year funding]									
Name of Consortium:		Inland Empire Regional Broadband Consortium (IERBC)							
Name of Project:		Inland Empire Broadband Implementation							
Proposed Start Date of Project:		7/1/2019 (Project Timeframe is 7/1/2019 to 6/30/2022)							
Broadband deployment activities funded by other state or federal grants		None							
Confirmation that CASF consortium budget does not duplicate any other sources of funding		Confirmed <span style="float: right;">7 Check</span>			If checked, explain why there is no funding duplication: <b>There is no funding duplication as the Inland Empire Regional Broadband Consortium utilizes CASF funding and does not have other funding.</b>				
<b>Year 1 2019</b> <i>[see instructions below for work plan terminology definitions and requirements]</i>									
Objective	Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s)*	Method for Performance Tracking and Measuring	Responsible Party(ies)	
<b>Objective 1.</b> Collaborating with the Commission to engage regional consortia, local officials, ISPs, stakeholders, and consumers regarding priority areas and cost-effective strategies to achieve the broadband access goal	Activity 1	Utilize the CPUC broadband maps as relevant to the Inland Empire region.	☐	Regional broadband deployment current state assessment analysis	7/1/2019	6/30/2020	1. 1 Mapping data update 2. 1 Inland Empire Broadband Plan Update progress report	*List of California Broadband Map updates submitted to CPUC	IERBC Executive Director
	Activity 2	Identify CPUC Commission's mapping data improvement and work with the Commission to update the data/map	☐	Broadband mapping data updates and feedback	7/1/2019	6/30/2020	3. 1 General Plan update consultation 4. 1 Broadband planning consultations with cities, counties, and regional agencies	*List of Inland Empire Broadband Plan updates *List of General Plan update consultations	IERBC Executive Director
	Activity 3	Update the Inland Empire Broadband Plan Priority Unserved Areas	☐	Inland Empire Broadband Plan Update	7/1/2019	6/30/2020	5. 1 Community outreach campaigns 6. 3 Statewide and regional participation events	*List of city, county, and regional agency consultations *List of IERBC participation in statewide and regional meetings, workshops and events, including agendas and meeting materials	IERBC Executive Director
	Activity 4	Conduct outreach	☐	Marketing & outreach materials and outreach summary	7/1/2019	6/30/2020	7. 1 Feedback survey	*List of IERBC participation in statewide and regional meetings, workshops and events, including agendas and meeting materials	IERBC Executive Director
	Activity 5	Collect and analyze feedback	☐	feedback surveys	7/1/2019	6/30/2020		* List of feedback surveys *Survey feedback analysis report	IERBC Executive Director
<b>Objective 2.</b> Identifying potential CASF infrastructure projects, along with other opportunities, where ISPs can expand and improve their infrastructure and service offerings to achieve the goal of reaching 98% broadband deployment in each consortia region	Activity 1	Gather data, undertake studies to identify priority areas in the Inland Empire	☐	Report of Inland Empire priority areas	7/1/2019	6/30/2020	1. 4 Priority areas identified 2. 1 Report of unserved households in Inland Empire	*List of updated Inland Empire priority areas *Report of decrease in the number of unserved households in Inland Empire	IERBC Executive Director
	Activity 2	Identify broadband provider offerings and identify key anchor institutions in the Inland Empire	☐	Broadband provider offering analysis; key anchor institution analysis	7/1/2019	6/30/2020	3. 1 Report of broadband provider offerings identified 4. 1 Report of key anchor institutions identified	*List of broadband provider offerings in the Inland Empire	IERBC Executive Director
	Activity 3	Develop a gap analysis or other relevant analyses	☐	Gap analysis report and other relevant analysis reports	7/1/2019	6/30/2020	5. 1 Gap (or other Analysis) progress report	*Gap (or other Analysis) Report	IERBC Executive Director
	Activity 4	Identify CASF infrastructure projects	☐	Proposals of CASF infrastructure projects	7/1/2019	6/30/2020	6. 1 Report of the number of CASF infrastructure projects identified	*List of potential CASF infrastructure projects	IERBC Executive Director
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	☐	Description of other opportunities	7/1/2019	6/30/2020	7. 1 Report of other opportunities identified	*List of other opportunities identified	IERBC Executive Director

<b>Objective 3</b> , Assisting CASF infrastructure applicants in the project development or grant application process	Activity 1	Develop and implement cost-effective strategies for broadband deployment	▢	Broadband deployment cost-effective strategy plan and strategy implementation progress reports	7/1/2019	6/30/2020	1. 1 Report of number of cost-effective strategies developed and implemented 2. 1 Report of number of infrastructure applications assisted 3. 1 Report of number of ISPs assisted	*List of cost-effective strategies *List of CASF broadband infrastructure grants assisted *List of other broadband infrastructure grants assisted *List of ISPs assisted *List of supporters of CASF and other broadband grant projects/applications	IERBC Executive Director
	Activity 2	Provide information and data about broadband availability and demand aggregation to ISPs; and inform them about CASF and assist them in identifying CASF project areas	▢	Progress reports on cost-effective strategy implementation	7/1/2019	6/30/2020			IERBC Executive Director
	Activity 3	Work with ISPs to develop projects and grant applications	▢	Description of infrastructure application development	7/1/2019	6/30/2020			IERBC Executive Director
<b>Objective 4</b> , Conducting activities leading to CASF infrastructure applications	Activity 1	Support project permitting activities	▢	Description of activities performed and results achieved	7/1/2019	6/30/2020	1. 1 Report of number of project permits supported 2. 1 Report of number of stakeholders engaged 3. 1 Inventory of public assets and aggregate demand updated 4. 1 Broadband availability maps developed	*List of project permits supported *List of number of stakeholders engaged *List of stakeholder meeting dates *Stakeholder meeting presentations *List of stakeholder meeting participants *Stakeholder meeting sign-in sheets *List of public asset inventories *List of broadband availability maps developed	IERBC Executive Director
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions	▢	Description of activities performed and results achieved	7/1/2019	6/30/2020			IERBC Executive Director
	Activity 3	Conduct an inventory of public assets and aggregate demand	▢	Public assets inventory updates; regional broadband availability maps	7/1/2019	6/30/2020			IERBC Executive Director
<b>Objective 5</b> , Assisting the Commission in publicizing requests for wireline testing volunteers in areas, as needed	Activity 1	Publicize wireline testing volunteer requests	▢	Publicize CPUC testing materials and apps	7/1/2019	6/30/2020	1. 1 Report of number of wireline testing conducted 2. 1 Mapping data updates identified as a result of testing 3. 1 Wireline testing data analysis progress report	*List of notifications about CPUC testing material and apps *List of volunteer testers *List of Survey information collected *Meeting/Workshop presentations *Meeting/Workshop sign-in sheets *Wireline testing data analysis report	IERBC Executive Director
	Activity 2	Assist volunteers in wireline testing	▢	Wireline testing training materials	7/1/2019	6/30/2020			IERBC Executive Director
	Activity 3	Collect and analyze wireline testing data	▢	Wireline testing data analysis	7/1/2019	6/30/2020			IERBC Executive Director
<b>Objective 6</b> , Conducting and Submitting annual audit reports, as required	Annual Audit	Provide the required annual audit report	▢	Annual audit report	7/1/2019	6/30/2020	n/a	n/a	IERBC Executive Director/ Fiscal Agent SmartRiverside

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[Consortium Members, create a separate work plan and performance metrics plan for each work plan year, if seeking multi-year funding]									
Name of Consortium:		Inland Empire Regional Broadband Consortium (IERBC)							
Name of Project:		Inland Empire Broadband Implementation							
Proposed Start Date of Project:		7/1/2019 (Project Timeframe is 7/1/2019 to 6/30/2022)							
Broadband deployment activities funded by other state or federal grants		None							
Confirmation that CASF consortium budget does not duplicate any other sources of funding		Confirmed <input type="checkbox"/> Check			If checked, explain why there is no funding duplication: There is no funding duplication as the Inland Empire Regional Broadband Consortium utilizes CASF funding and does not have other funding.				
Year 2 2020 <i>[see instructions below for work plan terminology definitions and requirements]</i>									
Objective	Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s) *	Method for Performance Tracking and Measuring	Responsible Party(ies)	
<b>Objective 1.</b> Collaborating with the Commission to engage regional consortia, local officials, ISPs, stakeholders, and consumers regarding priority areas and cost-effective strategies to achieve the broadband access goal	Activity 1	Utilize the CPUC broadband maps as relevant to the Inland Empire region.	"	Regional broadband deployment current state assessment analysis	7/1/2020	6/30/2021	1. 1 Mapping data update 2. 1 Inland Empire Broadband Plan Update progress report	*List of California Broadband Map updates submitted to CPUC	IERBC Executive Director
	Activity 2	Identify CPUC Commission's mapping data improvement and work with the Commission to update the data/map	"	Broadband mapping data updates and feedback	7/1/2020	6/30/2021	3. 1 General Plan update consultation 4. 1 Broadband planning consultations with cities, counties, and regional agencies	*List of Inland Empire Broadband Plan updates *List of General Plan update consultations	IERBC Executive Director
	Activity 3	Update the Inland Empire Broadband Plan Priority Unserved Areas	"	Inland Empire Broadband Plan Update	7/1/2020	6/30/2021	5. 1 Community outreach campaigns	*List of city, county, and regional agency consultations *List of IERBC participation in statewide and regional meetings, workshops and events, including agendas and meeting materials	IERBC Executive Director
	Activity 4	Conduct outreach	"	Marketing & outreach materials and outreach summary	7/1/2020	6/30/2021	6. 3 Statewide and regional participation events	* List of feedback surveys *Survey feedback analysis report	IERBC Executive Director
	Activity 5	Collect and analyze feedback	"	feedback surveys	7/1/2020	6/30/2021	7. 1 Feedback survey		IERBC Executive Director
<b>Objective 2.</b> Identifying potential CASF infrastructure projects, along with other opportunities, where ISPs can expand and improve their infrastructure and service offerings to achieve the goal of reaching 98% broadband deployment in each consortia region	Activity 1	Gather data, undertake studies to identify priority areas in the Inland Empire	"	Report of Inland Empire priority areas	7/1/2020	6/30/2021	1. 2 Priority areas identified 2. 1 Report of unserved households in Inland Empire	*List of updated Inland Empire priority areas *Report of decrease in the number of unserved households in Inland Empire	IERBC Executive Director
	Activity 2	Identify broadband provider offerings and identify key anchor institutions in the Inland Empire	"	Broadband provider offering analysis; key anchor institution analysis	7/1/2020	6/30/2021	3. 1 Report of broadband provider offerings identified 4. 1 Report of key anchor institutions identified	*List of broadband provider offerings in the Inland Empire	IERBC Executive Director
	Activity 3	Develop a gap analysis or other relevant analyses	"	Gap analysis report and other relevant analysis reports	7/1/2020	6/30/2021	5. 1 Gap (or other Analysis) progress report	*Gap (or other Analysis) Report	IERBC Executive Director
	Activity 4	Identify CASF infrastructure projects	"	Proposals of CASF infrastructure projects	7/1/2020	6/30/2021	6. 1 Report of number of CASF infrastructure projects identified	*List of potential CASF infrastructure projects *List of other opportunities identified	IERBC Executive Director
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	"	Description of other opportunities	7/1/2020	6/30/2021	7. 1 Report of other opportunities identified		IERBC Executive Director

<b>Objective 3</b> , Assisting CASF infrastructure applicants in the project development or grant application process	Activity 1	Develop and implement cost-effective strategies for broadband deployment	"	Broadband deployment cost-effective strategy plan and strategy implementation progress reports	7/1/2020	6/30/2021	1. 1 Report of number of cost-effective strategies developed and implemented 2. 1 Report of number of infrastructure applications assisted 3. 1 Report of number of ISPs assisted	*List of cost-effective strategies *List of CASF broadband infrastructure grants assisted *List of other broadband infrastructure grants assisted *List of ISPs assisted *List of supporters of CASF and other broadband grant projects/applications	IERBC Executive Director
	Activity 2	Provide information and data about broadband availability and demand aggregation to ISPs; and inform them about CASF and assist them in identifying CASF project areas	"	Progress reports on cost-effective strategy implementation	7/1/2020	6/30/2021			IERBC Executive Director
	Activity 3	Work with ISPs to develop projects and grant applications	"	Description of infrastructure application development	7/1/2020	6/30/2021			IERBC Executive Director
<b>Objective 4</b> , Conducting activities leading to CASF infrastructure applications	Activity 1	Support project permitting activities	"	Description of activities performed and results achieved	7/1/2020	6/30/2021	1. 1 Report of number of project permits supported 2. 1 Report of number of stakeholders engaged 3. 1 Inventory of public assets and aggregate demand updated 4. 1 Broadband availability maps developed	*List of project permits supported *List of number of stakeholders engaged *List of stakeholder meeting dates *Stakeholder meeting presentations *List of stakeholder meeting participants *Stakeholder meeting sign-in sheets *List of public asset inventories *List of broadband availability maps developed	IERBC Executive Director
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions	"	Description of activities performed and results achieved	7/1/2020	6/30/2021			IERBC Executive Director
	Activity 3	Conduct an inventory of public assets and aggregate demand	"	Public assets inventory updates; regional broadband availability maps	7/1/2020	6/30/2021			IERBC Executive Director
<b>Objective 5</b> , Assisting the Commission in publicizing requests for wireline testing volunteers in areas, as needed	Activity 1	Publicize wireline testing volunteer requests	"	Publicize CPUC testing materials and apps	7/1/2020	6/30/2021	1. 1 Report of number of wireline testing conducted 2. 1 Mapping data updates identified as a result of testing 3. 1 Wireline testing data analysis progress report	*List of notifications about CPUC testing material and apps *List of volunteer testers *List of Survey information collected *Meeting/Workshop presentations *Meeting/Workshop sign-in sheets *Wireline testing data analysis report	IERBC Executive Director
	Activity 2	Assist volunteers in wireline testing	"	Wireline testing training materials	7/1/2020	6/30/2021			IERBC Executive Director
	Activity 3	Collect and analyze wireline testing data	"	Wireline testing data analysis	7/1/2020	6/30/2021			IERBC Executive Director
<b>Objective 6</b> , Conducting and Submitting annual audit reports, as required	Annual Audit	Provide the required annual audit report	"	Annual audit report	7/1/2020	6/30/2021	n/a	n/a	IERBC Executive Director/ Fiscal Agent SmartRiverside

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Confirmation that CASF consortium budget does not duplicate any other sources of funding		Confirmed <span style="font-size: small;">7 Check</span>			If checked, explain why there is no funding duplication: <b>There is no funding duplication as the Inland Empire Regional Broadband Consortium utilizes CASF funding and does not have other funding.</b>				
<b>Year 3 2021</b> <i>[see instructions below for work plan terminology definitions and requirements]</i>									
Objective	Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s)*	Method for Performance Tracking and Measuring	Responsible Party(ies)	
<b>Objective 1</b> , Collaborating with the Commission to engage regional consortia, local officials, ISPs, stakeholders, and consumers regarding priority areas and cost-effective strategies to achieve the broadband access goal	Activity 1	Utilize the CPUC broadband maps as relevant to the Inland Empire region.	☐	Regional broadband deployment current state assessment analysis	7/1/2021	6/30/2022	1. 1 Mapping data update 2. 1 Inland Empire Broadband Plan Update progress report	*List of California Broadband Map updates submitted to CPUC	IERBC Executive Director
	Activity 2	Identify CPUC Commission's mapping data improvement and work with the Commission to update the data/map	☐	Broadband mapping data updates and feedback	7/1/2021	6/30/2022	3. 1 General Plan update consultation 4. 1 Broadband planning consultations with cities, counties, and regional agencies	*List of Inland Empire Broadband Plan updates *List of General Plan update consultations	IERBC Executive Director
	Activity 3	Update the Inland Empire Broadband Plan Priority Unserved Areas	☐	Inland Empire Broadband Plan Update	7/1/2021	6/30/2022	5. 1 Community outreach campaigns 6. 3 Statewide and regional participation events	*List of city, county, and regional agency consultations *List of IERBC participation in statewide and regional meetings, workshops and events, including agendas and meeting materials	IERBC Executive Director
	Activity 4	Conduct outreach	☐	Marketing & outreach materials and outreach summary	7/1/2021	6/30/2022	7. 1 Feedback survey	*List of IERBC participation in statewide and regional meetings, workshops and events, including agendas and meeting materials	IERBC Executive Director
	Activity 5	Collect and analyze feedback	☐	feedback surveys	7/1/2021	6/30/2022		* List of feedback surveys *Survey feedback analysis report	IERBC Executive Director
<b>Objective 2</b> , Identifying potential CASF infrastructure projects, along with other opportunities, where ISPs can expand and improve their infrastructure and service offerings to achieve the goal of reaching 98% broadband deployment in each consortia region	Activity 1	Gather data, undertake studies to identify priority areas in the Inland Empire	☐	Report of Inland Empire priority areas	7/1/2021	6/30/2022	1. 2 Priority areas identified 2. 1 Report of unserved households in Inland Empire	*List of updated Inland Empire priority areas *Report of decrease in the number of unserved households in Inland Empire	IERBC Executive Director
	Activity 2	Identify broadband provider offerings and identify key anchor institutions in the Inland Empire	☐	Broadband provider offering analysis; key anchor institution analysis	7/1/2021	6/30/2022	3. 1 Report of broadband provider offerings identified 4. 1 Report of key anchor institutions identified	*List of broadband provider offerings in the Inland Empire *Gap (or other Analysis) Report	IERBC Executive Director
	Activity 3	Develop a gap analysis or other relevant analyses	☐	Gap analysis report and other relevant analysis reports	7/1/2021	6/30/2022	5. 1 Gap (or other Analysis) progress report 6. 1 Report of number of CASF infrastructure projects identified	*List of potential CASF infrastructure projects *List of other opportunities identified	IERBC Executive Director
	Activity 4	Identify CASF infrastructure projects	☐	Proposals of CASF infrastructure projects	7/1/2021	6/30/2022	7. 1 Report of other opportunities identified		IERBC Executive Director
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	☐	Description of other opportunities	7/1/2021	6/30/2022			IERBC Executive Director

<b>Objective 3</b> , Assisting CASF infrastructure applicants in the project development or grant application process	Activity 1	Develop and implement cost-effective strategies for broadband deployment	□	Broadband deployment cost-effective strategy plan and strategy implementation progress reports	7/1/2021	6/30/2022	1. 1 Report of number of cost-effective strategies developed and implemented 2. 1 Report of number of infrastructure applications assisted 3. 1 Report of number of ISPs assisted	*List of cost-effective strategies *List of CASF broadband infrastructure grants assisted *List of other broadband infrastructure grants assisted *List of ISPs assisted *List of supporters of CASF and other broadband grant projects/applications	IERBC Executive Director
	Activity 2	Provide information and data about broadband availability and demand aggregation to ISPs; and inform them about CASF and assist them in identifying CASF project areas	□	Progress reports on cost-effective strategy implementation	7/1/2021	6/30/2022			IERBC Executive Director
	Activity 3	Work with ISPs to develop projects and grant applications	□	Description of infrastructure application development	7/1/2021	6/30/2022			IERBC Executive Director
<b>Objective 4</b> , Conducting activities leading to CASF infrastructure applications	Activity 1	Support project permitting activities	□	Description of activities performed and results achieved	7/1/2021	6/30/2022	1. 1 Report of number of project permits supported 2. 1 Report of number of stakeholders engaged 3. 1 Inventory of public assets and aggregate demand updated 4. 1 Broadband availability maps developed	*List of project permits supported *List of number of stakeholders engaged *List of stakeholder meeting dates *Stakeholder meeting presentations *List of stakeholder meeting participants *Stakeholder meeting sign-in sheets *List of public asset inventories *List of broadband availability maps developed	IERBC Executive Director
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions	□	Description of activities performed and results achieved	7/1/2021	6/30/2022			IERBC Executive Director
	Activity 3	Conduct an inventory of public assets and aggregate demand	□	Public assets inventory updates; regional broadband availability maps	7/1/2021	6/30/2022			IERBC Executive Director
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	Activity 2	Assist volunteers in wireline testing	□	Wireline testing training materials	7/1/2021	6/30/2022			IERBC Executive Director
	Activity 3	Collect and analyze wireline testing data	□	Wireline testing data analysis	7/1/2021	6/30/2022			IERBC Executive Director
<b>Objective 6</b> , Conducting and Submitting annual audit reports, as required	Annual Audit	Provide the required annual audit report	□	Annual audit report	7/1/2021	6/30/2022	n/a	n/a	IERBC Executive Director/ Fiscal Agent SmartRiverside