

**Work Plan**

IERB Work Plan for the 3-Year CASF Grant Period:

IERB WORK PLAN ACTIVITIES	Y1	Y1	Y1	Y1	Y2	Y2	Y2	Y2	Y3	Y3	Y3	Y3	RESPONSIBLE PARTY	PERFORMANCE MEASURE
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
<b>IERB Activity 1: Regional Community Outreach and Administration:</b>	<b>DELIVERABLE: 1. Regional Community Outreach and Administration to support the IERB Broadband Infrastructure &amp; Access Plan</b>													
FINALIZE CPUC CASF GRANT FUNDING AGREEMENT AND REQUEST 10% START-UP PAYMENT	X												Consortium Manager	Funding Agreement Completed
CPUC CASF GRANT ADMIN, INCLUDING QUARTERLY REPORTING TO CPUC AND REIMBURSEMENT REQUESTS	X	X	X	X	X	X	X	X	X	X	X	X	Consortium Manager	12 Quarterly Reports and Reimbursement Requests
PREPARE CONSORTIUM MEMBER CONTACT LIST FOR IERB DISTRIBUTION	X												Consortium Manager	Contact List Completed
COORDINATE MEETING TIMES AND LOCATIONS FOR EXECUTIVE COMMITTEE	X												Consortium Manager	Executive Committee Meeting Schedule

COORDINATE MEETING TIMES AND LOCATIONS FOR IERB GENERAL ASSEMBLY MEETINGS	X												Consortium Manager	General Assembly Meeting Schedule
CONVENE IERB EXECUTIVE COMMITTEE MEETINGS	X	X	X	X	X	X	X	X	X	X	X	X	Consortium Manager	12 Executive Committee Mtgs completed
CONVENE IERB GENERAL ASSEMBLY MEETINGS		X		X		X		X		X		X	Consortium Manager	6 General Assembly Mtgs completed
CONVENE SPECIAL PURPOSE AD-HOC MEETINGS AS NEEDED	X	X	X	X	X	X	X	X	X	X	X	X	Consortium Manager	Ad-hoc Meeting Schedule TBD
WEBINARS/CONFERENCE CALLS AS NEEDED	X	X	X	X	X	X	X	X	X	X	X	X	Consortium Manager	Webinar & Conference Calls TBD
CREATE WEBSITE	X	X											Consortium Manager	Website created by end of 2nd Quarter
ADMINISTER AND MANAGE WEBSITE CONTENT			X	X	X	X	X	X	X	X	X	X	Consortium Manager	Website content/admin completed
IERB MEMBER OUTREACH (CALLS, MEETINGS, AND PRESENTATIONS)		X	X	X	X	X	X	X	X	X	X	X	Consortium Manager/IERB	Number of mtgs; documentation TBD in conjunction with CPUC Staff

PROVIDE INPUT FOR IERB, LOCAL OFFICIAL & COMMUNITY OUTREACH, INFO, POLICY & ADVOCACY PROGRAM AND PROJECT PRIORITY LIST (PPL)	X	X											Consortium Manager/IERB	Program and PPL List input completed
IMPLEMENT IERB LOCAL OFFICIAL & COMMUNITY OUTREACH, INFO, POLICY & ADVOCACY PROGRAM		X	X	X	X	X	X	X	X	X	X	X	Consortium Manager/IERB	Outreach activities in Program completed
REVIEW AND REFINE DRAFT (PPL) FROM CONSORTIUM MEMBERS & MEETINGS		X	X										Consortium Manager/IERB	Revisions to Draft PPL completed
REGIONAL CONSORTIA LEARNING COMMUNITY SUMMIT--SEND 5 DELEGATES				X				X					Consortium Manager/ Executive Comm./IERB	IERB Delegates attend 3 Summits
REVIEW DRAFT IERB BROADBAND INFRASTRUCTURE & ACCESS PLAN					X	X	X	X					IERB	Revisions to Draft IERB Plan completed
FINALIZE AND ADOPT PPL FOR INLAND EMPIRE REGION				X	X	X							IERB	PPL adopted
TARGET IMPLEMENTATION OF PROJECTS LISTED IN PPL								X	X	X	X	X	IERB	IERB effort made to assist in implementing

															PPL projects; in progress
FINALIZE AND ADOPT IERB BROADBAND INFRASTRUCTURE & ACCESS PLAN (NOTE: PPL INCLUDED IN PLAN)									X	X	X	X		IERB	IERB Plan adopted
SUPPORT IERB CASF INFRASTRUCTURE AND PROGRAM GRANT APPLICATIONS	X	X	X	X	X	X	X	X	X	X	X	X		IERB	Report of IERB supported CASF Grant projects
REVIEW OTHER FUNDING SOURCES AND OPPORTUNITIES FOR BROADBAND PROJECTS AND PROGRAMS FOR THE INLAND EMPIRE REGION	X	X	X	X	X	X	X	X	X	X	X	X		IERB	Other funding sources report completed

IERB WORK PLAN ACTIVITIES	Y1	Y1	Y1	Y1	Y2	Y2	Y2	Y2	Y3	Y3	Y3	Y3	RESPONSIBLE PARTY	PERFORMANCE MEASURE
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
<b>IERB Activity 2: Develop IERB Broadband Infrastructure &amp; Access Plan</b>	<b>DELIVERABLES:</b> 1. IERB Project Priority List (PPL) 2. IERB Broadband Infrastructure & Access Plan 3. Identify IERB projects eligible for CASF and other grant funding													
ASSIGN/HIRE PROJECT MANAGER	X												Consortium Manager	Manager hired
HIRE TECHNICAL AND PUBLIC OUTREACH CONSULTANT (S)	X	X											Consortium Manager	Consultants hired
DEVELOP IERB, LOCAL OFFICIAL & COMMUNITY OUTREACH, INFO, POLICY & ADVOCACY PROGRAM			X	X	X								Consortium Manager/ Public Outreach and Technical Consultant	Program completed
IDENTIFY DATA RESOURCES, MAPPING, GENERAL PLANS, CAPITAL IMPROVEMENT PLANS, EXISTING PROJECTS, PROGRAMS, ETC.			X	X	X								Consortium Manager/ Technical Consultant	Data identified by technical consultants
ANALYZE IERB DRAFT REGIONAL PPL INFORMATION FROM IERB MEETINGS			X	X	X								Consortium Manager/ Technical Consultant	Revised Draft PPL

RESEARCH AND COMPILE INFORMATION ON REGIONAL AND LOCAL INFRASTRUCTURE			X	X	X	X							Consortium Manager/ Technical Consultant	Research completed and report completed
RESEARCH AND COMPILE INFORMATION ON REGIONAL AND LOCAL BROADBAND PROGRAMS			X	X	X	X							Consortium Manager/ Technical Consultant	Research completed and report completed
IDENTIFY GAPS IN BROADBAND INFRASTRUCTURE AND PROGRAMS THAT CAN BE ADDRESSED BY IERB						X	X						Consortium Manager/ Technical Consultant	Gap report completed
DEVELOP CRITERIA FOR PPL ADOPTION		X	X										Consortium Manager/ Technical Consultant	PPL criteria list completed
PREPARE Draft PPL FOR INLAND EMPIRE REGION		X	X										Consortium Manager/ Technical Consultant	Draft PPL completed
IDENTIFY FUNDING SOURCE PROGRAMS			X	X	X	X	X	X	X	X	X	X	Consortium Manager/ Technical Consultant	Funding source report completed
INDENTIFY BEST PRACTICES POLICY			X	X	X	X							Consortium Manager/ Technical Consultant	Best practices report completed

IDENTIFY, REVIEW AND ASSESS POTENTIAL CASF PROJECTS	X	X	X	X	X	X	X	X	X	X	X	X	Consortium Manager/ Technical Consultant	Potential CASF projects identified
COMPILE INFORMATION GATHERED FROM CPUC LEARNING SUMMITS					X				X			X	Consortium Manager/ Technical Consultant	Learning Summit information summary
PREPARE FINAL PPL FOR INLAND EMPIRE REGION				X	X								Consortium Manager/ Technical Consultant	Final PPL completed
PREPARE DRAFT IERB* BROADBAND INFRASTRUCTURE & ACCESS PLAN					X	X							Consortium Manager/ Technical Consultant	Draft Plan completed
PREPARE FINAL IERB* BROADBAND INFRASTRUCTURE & ACCESS PLAN							X	X					Consortium Manager/ Technical Consultant	Final Plan completed
SUPPORT IERB ADOPTION OF FINAL IERB BROADBAND INFRASTRUCTURE & ACCESS PLAN									X	X	X	X	Consortium Manager/ Technical Consultant	Report of activities supporting adoption of IERB Plan
REVIEW AND ASSIST IN IDENTIFYING & SUPPORTING IERB CASF INFRASTRUCTURE AND PROGRAM GRANT APPLICATIONS	X	X	X	X	X	X	X	X	X	X	X	X	Consortium Manager/ Technical Consultant	CASF eligible projects identified

\* Note: All items listed in Section E (2) will be addressed in the Draft and Final IERB Plan; in progress for future funding year work plans.