

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:		Gold Country Broadband Consortium							
Name of Project:									
Proposed Start Date of Project:		1-Oct-19							
Broadband deployment activities funded by other state or federal grants		General assistance with long-term strategic infrastructure planning to local governments through EDA Comprehensive Economic Development Strategy as it relates to job creation.							
Confirmation that CASF consortium budget does not duplicate any other sources of funding		Confirmed	<input type="checkbox"/> Check	We do not have other sources funding infrastructure feasibility or implementation.					
Year 1 2019 [see instructions below for work plan terminology definitions and requirements]									
Objective	Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s)*	Method for Performance Tracking and Measuring	Responsible Party(is)	
Objective 1. 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 Commission's broadband maps as relevant to the geographical areas	<input type="checkbox"/>	Regional broadband deployment current state assessment analysis	October	September	1.Four (4) community outreach campaigns; One (1) per quarter	1.Track community outreach through metrics on social media and email campaigns	JQ
	Activity 2	Identify the Commission's mapping data improvement and work with the Commission to update the data/maps	<input type="checkbox"/>	Speed test results, broadband mapping data updates and feedback	October	September	2.Collect mapping updates quarterly	2. Market speed tests; self-reporting on PUC map; track if speeds are different from map	CW
	Activity 3	Conduct marketing and outreach for GCBC projects	<input type="checkbox"/>	Social media and web posts, direct marketing & outreach materials and outreach summary	October	September	3. Update and/or survey stakeholders and CBOs; One (1) per quarter	3. Agenda and check-ins	BB
	Activity 4	Collect public feedback related to broadband needs	<input type="checkbox"/>	Public feedback survey results and anecdotal comments from social media results	October	September	4. Collect public feedback through surveys; two (2) per year	4. Record and report on survey results	BB
Objective 2. 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 market data, undertake studies to identify underserved and unserved priority areas	<input type="checkbox"/>	Report of prioritized areas with potential supporters such as local government, ISPs, business, education, and healthcare industries	October	September	1. Identify minimum of two (2) priority areas per county	1. Use broadband maps, speed tests, surveys, & other data to identify priority areas	JQ
	Activity 2	Identify broadband provider offerings and identify key anchor institutions in consortia areas	<input type="checkbox"/>	Broadband provider offering analysis; key anchor institution analysis	October	September	2. Identify/update broadband provider offerings in all 5 counties	2. Collect data and update reports; keep on file	BM
	Activity 3	Develop gap analysis or other relevant analyses	<input type="checkbox"/>	Gap analysis report and other relevant analysis reports	October	September	3. Identify/update key anchor institutions in all 5 counties	3. Collect data and update reports; keep on file; check in with anchor institutions	BM
	Activity 4	Identify potential CASF infrastructure projects	<input type="checkbox"/>	Proposals of CASF infrastructure projects	October	September	4. Identify additional broadband infrastructure with potential to leverage into CASF projects.	4. Use all data collected in other tasks and work with ISPs to identify possible CASF funded projects.	BM
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	<input type="checkbox"/>	Description of other opportunities, partners, and potential funding mechanisms	October	September	5. Identify other opportunities as discovered during engagement process	5. Use all data collected in other tasks	CW

Objective 3. Assisting infrastructure applicants in the project development or grant application process	Activity 1	Develop and implement cost-effective strategies for broadband deployment based on available infrastructure and geographic barriers	☐	Broadband deployment cost-effective strategy plan and strategy implementation progress reports	October	September	1. Cost-effective strategies developed and implemented 2. Assist two (2) with infrastructure applications per year 3. Assist ISPs with information and data	1. Track current broadband plans 2 and 3. Assist with data needed for applications through speed tests, surveys, and letters of intent; act as liaison with public	BM
	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	October	September			CW
	Activity 3	Work with ISPs to develop projects and grant applications; assist in identifying match funding	☐ ☐ ☐	Grant applications completed with description of infrastructure application development	October	September			CW
Objective 4. Conducting activities leading to infrastructure applications	Activity 1	Support project permitting activities; promote "dig once" policies	☐	Description of activities performed and results achieved	October	September	1. Support permit requests as they come up (tower builds, etc.) 2. Engage stakeholders; attend general plan update meetings; speak with utility companies and municipalities in all 5 counties. 3. Encourage or assist to inventory public assets and aggregate demand updated as needed in all 5 counties. 4. Track number of local jurisdictions engaged in all 5 counties	1. Contact municipalities; get on notice lists for permits; maintain database of permit requests 2. Keep calendar of meetings and opportunities to engage stakeholders 3. Collect data and maintain database of public assets	JQ
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions	☐	Description of activities performed and results achieved	October	September			CW
	Activity 3	Conduct an inventory of public assets and aggregate demand	☐	Public assets inventory updates; regional broadband availability maps	October	September			JQ
			☐ ☐						
Objective 5. Assisting the Commission in publicizing requests for wireline testing volunteers in areas, as needed	Activity 1	Publicize wireline testing volunteer requests	☐	Publicizing materials and list of testing volunteers	October	September	1. Help facilitate wireline testing in GCBC territory with test hardware provided by the PUC; number to be determined by hardware numbers available to use 2. Produce mapping data updates identified as a result of testing; number dependent on actual wireline tests recorded	1-3. Collect and maintain list of volunteers taking wireline tests; monitor calls from volunteers and report any relevant changes.	BB
	Activity 2	Assist volunteers in wireline testing and provide instructional support	☐	"Hotline" availability through SBC and wireline testing training materials; info posted on website	October	September			CW
	Activity 3	Collect and analyze wireline testing data; provide data to update PUC maps if discrepancies are discovered in testing	☐ ☐ ☐	Wireline testing data analysis; test results indicating unserved or underserved areas	October	September			CW
Objective 6. Audit and Public Workshops	Annual Audit	Provide the required annual audit report	☐	Annual audit report	TBD		n/a	n/a	
	Public Workshop	Participate and present at public workshops	☐	Workshop presentations	TBD				

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:	Gold Country Broadband Consortium
Name of Project:	
Proposed Start Date of Project:	1-Oct-20
Broadband deployment activities funded by other state or federal grants	General assistance with long-term strategic infrastructure planning to local governments through EDA Comprehensive Economic Development Strategy as it relates to job creation.
Confirmation that CASF consortium budget does not duplicate any other sources of funding	Confirmed <input type="checkbox"/> Check We do not have other sources funding infrastructure feasibility or implementation.

Year 2 2020

[see instructions below for work plan terminology definitions and requirements]

Objective	Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s)*	Method for Performance Tracking and Measuring	Responsible Party(is)
Objective 1. Continue 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 Commission's broadband maps as relevant to the geographical areas	<input type="checkbox"/> Regional broadband deployment current state assessment analysis	October	September	1.Four (4) community outreach campaigns; One (1) per quarter 2.Collect mapping updates quarterly 3. Update and/or survey stakeholders and CBOs; One (1) per quarter 4. Collect public feedback through surveys; two (2) per year	1.Track community outreach through metrics on social media and email campaigns 2. Market speed tests; self-reporting on PUC map; track if speeds are different from map 3. Agenda and check-ins 4. Record and report on survey results	JQ
	Activity 2	Identify the Commission's mapping data improvement and work with the Commission to update the data/maps	<input type="checkbox"/> Speed test results, broadband mapping data updates and feedback	October	September			CW
	Activity 3	Conduct marketing and outreach for GCBC projects	<input type="checkbox"/> Social media and web posts, direct marketing & outreach materials and outreach summary	October	September			BB
	Activity 4	Collect public feedback related to broadband needs	<input type="checkbox"/> Public feedback survey results and anecdotal comments from social media results	October	September			BB
Objective 2. Continue 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 market data, undertake studies to identify underserved and unserved priority areas	<input type="checkbox"/> Report of prioritized areas with potential supporters such as local government, ISPs, business, education, and healthcare industries	October	September	1. Identify minimum of two (2) priority areas per county 2. Identify/update broadband provider offerings in all 5 counties 3. Identify/update key anchor institutions in all 5 counties 4. Identify additional broadband infrastructure with potential to leverage into CASF projects. 5. Identify other opportunities as discovered during engagement process	1. Use broadband maps, speed tests, surveys, & other data to identify priority areas 2. Collect data and update reports; keep on file 3. Collect data and update reports; keep on file; check in with anchor institutions 4. Use all data collected in other tasks and work with ISPs to identify possible CASF funded projects. 5. Use all data collected in other tasks	JQ
	Activity 2	Continue to update broadband provider offerings and key anchor institutions in consortia areas	<input type="checkbox"/> Broadband provider offering analysis; key anchor institution analysis	October	September			BM
	Activity 3	Develop gap analysis or other relevant analyses	<input type="checkbox"/> Gap analysis report and other relevant analysis reports	October	September			BM
	Activity 4	Identify potential CASF infrastructure projects	<input type="checkbox"/> Proposals of CASF infrastructure projects	October	September			BM
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	<input type="checkbox"/> Description of other opportunities, partners, and potential funding mechanisms	October	September			CW

Objective 3 , Continue assisting infrastructure applicants in the project development or grant application process	Activity 1	Develop and implement cost-effective strategies for broadband deployment based on available infrastructure and geographic barriers	☐	Broadband deployment cost-effective strategy plan and strategy implementation progress reports	October	September	1. Cost-effective strategies developed and implemented 2. Assist two (2) with infrastructure applications per year 3. Assist ISPs with information and data	1. Track current broadband plans 2 and 3. Assist with data needed for applications through speed tests, surveys, and letters of intent; act as liaison with public	BM
	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	October	September			CW
	Activity 3	Work with ISPs to develop projects and grant applications; assist in identifying match funding; continue to work on past-year's projects to be application ready	☐	Target PST in Sierra County and ExWire in Nevada and Placer Counties. Grant application completed with description of infrastructure application development	October	September			CW
☐									
Objective 4 , Continue conducting activities leading to infrastructure applications	Activity 1	Support project permitting activities; promote "dig once" policies	☐	Description of activities performed and results achieved	October	September	1. Support permit requests as they come up (tower builds, etc.) 2. Engage stakeholders; attend general plan update meetings; speak with utility companies and municipalities in all 5 counties. 3. Encourage or assist to inventory public assets and aggregate demand updated as needed in all 5 counties. 4. Track number of local jurisdictions engaged in all 5 counties	1. Contact municipalities; get on notice lists for permits; maintain database of permit requests 2. Keep calendar of meetings and opportunities to engage stakeholders 3. Collect data and maintain database of public assets	JQ
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions	☐	Description of activities performed and results achieved	October	September			CW
	Activity 3	Continue to inventory of public assets and aggregate demand; target areas not inventoried in previous year's work	☐	Public assets inventory updates; regional broadband availability maps	October	September			JQ
			☐						
Objective 5 , Continue assisting the Commission in publicizing requests for wireline testing volunteers in areas, as needed	Activity 1	Publicize wireline testing volunteer requests	☐	Publicizing materials and list of testing volunteers	October	September	1. Help facilitate wireline testing in GCBC territory with test hardware provided by the PUC; number to be determined by hardware numbers available to use 2. Produce mapping data updates identified as a result of testing; number dependent on actual wireline tests recorded	1-3. Collect and maintain list of volunteers taking wireline tests; monitor calls from volunteers and report any relevant changes.	BB
	Activity 2	Assist volunteers in wireline testing and provide instructional support	☐	"Hotline" availability through SBC and wireline testing training materials; info posted on website	October	September			CW
	Activity 3	Collect and analyze wireline testing data; provide data to update PUC maps if discrepancies are discovered in testing	☐	Wireline testing data analysis; test results indicating unserved or underserved areas	October	September			CW
			☐						
Objective 6 , Audit and Public Workshops	Annual Audit	Provide the required annual audit report	☐	Annual audit report	TBD		n/a	n/a	
	Public Workshop	Participate and present at public workshops	☐	Workshop presentations	TBD				

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:	Gold Country Broadband Consortium
Name of Project:	
Proposed Start Date of Project:	1-Oct-21
Broadband deployment activities funded by other state or federal grants	General assistance with long-term strategic infrastructure planning to local governments through EDA Comprehensive Economic Development Strategy as it relates to job creation.
Confirmation that CASF consortium budget does not duplicate any other sources of funding	Confirmed <input type="checkbox"/> Check We do not have other sources funding infrastructure feasibility or implementation.

Year 3 2021

[see instructions below for work plan terminology definitions and requirements]

Objective	Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s)*	Method for Performance Tracking and Measuring	Responsible Party(is)
Objective 1. Continue 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 Commission's broadband maps as relevant to the geographical areas	<input type="checkbox"/> Regional broadband deployment current state assessment analysis	October	September	1.Four (4) community outreach campaigns; One (1) per quarter 2.Collect mapping updates quarterly 3. Update and/or survey stakeholders and CBOs; One (1) per quarter 4. Collect public feedback through surveys; two (2) per year	1.Track community outreach through metrics on social media and email campaigns 2. Market speed tests; self-reporting on PUC map; track if speeds are different from map 3. Agenda and check-ins 4. Record and report on survey results	JQ
	Activity 2	Identify the Commission's mapping data improvement and work with the Commission to update the data/maps	<input type="checkbox"/> Speed test results, broadband mapping data updates and feedback	October	September			CW
	Activity 3	Conduct marketing and outreach for GCBC projects	<input type="checkbox"/> Social media and web posts, direct marketing & outreach materials and outreach summary	October	September			BB
	Activity 4	Collect public feedback related to broadband needs	<input type="checkbox"/> Public feedback survey results and anecdotal comments from social media results	October	September			BB
Objective 2. Continue 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 market data, undertake studies to identify underserved and unserved priority areas	<input type="checkbox"/> Report of prioritized areas with potential supporters such as local government, ISPs, business, education, and healthcare industries	October	September	1. Identify minimum of two (2) priority areas per county 2. Identify/update broadband provider offerings in all 5 counties 3. Identify/update key anchor institutions in all 5 counties 4. Identify additional broadband infrastructure with potential to leverage into CASF projects. 5. Identify other opportunities as discovered during engagement process	1. Use broadband maps, speed tests, surveys, & other data to identify priority areas 2. Collect data and update reports; keep on file 3. Collect data and update reports; keep on file; check in with anchor institutions 4. Use all data collected in other tasks and work with ISPs to identify possible CASF funded projects. 5. Use all data collected in other tasks	JQ
	Activity 2	Continue to update broadband provider offerings and update key anchor institutions in consortia areas	<input type="checkbox"/> Broadband provider offering analysis; key anchor institution analysis	October	September			BM
	Activity 3	Develop gap analysis or other relevant analyses	<input type="checkbox"/> Gap analysis report and other relevant analysis reports	October	September			BM
	Activity 4	Identify potential CASF infrastructure projects looking at areas not targeted in past years' work plans	<input type="checkbox"/> Proposals of CASF infrastructure projects	October	September			BM
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	<input type="checkbox"/> Description of other opportunities, partners, and potential funding mechanisms	October	September			CW

Objective 3, Continue assisting infrastructure applicants in the project development or grant application process	Activity 1	Develop and implement cost-effective strategies for broadband deployment based on available infrastructure and geographic barriers	☐	Broadband deployment cost-effective strategy plan and strategy implementation progress reports	October	September	1. Cost-effective strategies developed and implemented 2. Assist two (2) with infrastructure applications per year 3. Assist ISPs with information and data	1. Track current broadband plans 2 and 3. Assist with data needed for applications through speed tests, surveys, and letters of intent; act as liaison with public	BM
	Activity 2	Continue to inform and assist ISPs in gathering necessary data to incorporate into CASF infrastructure grant applications	☐	Progress reports on cost-effective strategy implementation	October	September			CW
	Activity 3	Work with ISPs to develop projects and grant applications; assist in identifying match funding; continue to work on past-year's projects to be application ready	☐ ☐ ☐	Target CalNet in El Dorado County and Race in Nevada County Grant application completed with description of infrastructure application development	October	September			CW
Objective 4, Continue conducting activities leading to infrastructure applications	Activity 1	Support project permitting activities; promote "dig once" policies	☐	Description of activities performed and results achieved	October	September	1. Support permit requests as they come up (tower builds, etc.) 2. Engage stakeholders; attend general plan update meetings; speak with utility companies and municipalities in all 5 counties. 3. Encourage or assist to inventory public assets and aggregate demand updated as needed in all 5 counties. 4. Track number of local jurisdictions engaged in all 5 counties	1. Contact municipalities; get on notice lists for permits; maintain database of permit requests 2. Keep calendar of meetings and opportunities to engage stakeholders 3. Collect data and maintain database of public assets	JQ
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions	☐	Description of activities performed and results achieved	October	September			CW
	Activity 3	Continue to inventory of public assets and aggregate demand; target areas not inventoried in previous year's work	☐	Public assets inventory updates; regional broadband availability maps	October	September			JQ
			☐ ☐						
Objective 5, Continue assisting the Commission in publicizing requests for wireline testing volunteers in areas, as needed	Activity 1	Publicize wireline testing volunteer requests	☐	Publicizing materials and list of testing volunteers	October	September	1. Help facilitate wireline testing in GCBC territory with test hardware provided by the PUC; number to be determined by hardware numbers available to use 2. Produce mapping data updates identified as a result of testing; number dependent on actual wireline tests recorded	1-3. Collect and maintain list of volunteers taking wireline tests; monitor calls from volunteers and report any relevant changes.	BB
	Activity 2	Assist volunteers in wireline testing and provide instructional support	☐	"Hotline" availability through SBC and wireline testing training materials; info posted on website	October	September			CW
	Activity 3	Collect and analyze wireline testing data; provide data to update PUC maps if discrepancies are discovered in testing	☐ ☐ ☐	Wireline testing data analysis; test results indicating unserved or underserved areas	October	September			CW
Objective 6, Audit and Public Workshops	Annual Audit	Provide the required annual audit report	☐	Annual audit report	TBD		n/a	n/a	
	Public Workshop	Participate and present at public workshops	☐	Workshop presentations	TBD				