



# Digital Opportunity Grant Basics Presentation

## By Office of Statewide Broadband

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# Office of Statewide Broadband Mission

**The Office of Statewide Broadband's mission is to ensure that every Marylander has equal access and the necessary skills to leverage digital resources, technologies, and opportunities, regardless of their background, location, or abilities. To help accomplish this goal, the state partners with the private sector and local jurisdictions to reduce, and eventually eliminate, the number of communities and residents underserved by the current digital divide.**

# Digital Equity Projects

State Digital Equity Capacity Grant ( 13.4M) tentative....

1. Digital Equity Planning and Coalition Building (PCB)
  - a. DE plan for county or a registered coalition
  - b. Must provide a letter of appointment from your jurisdiction/ county official
2. Community Technology Resource (CTR)
3. Digital Skill Building Program (DSBP)
  - a. Education- Navigation Programs
4. Connecting Underserved Communities Program (CUC)  
( Incarcerated/Re-Entry, Disabled, Veterans, Homeless)

# Key Components of Grant Application

- Application Guide
  - Eligible/ ineligible grant uses,
  - Project narrative, budget, scope
- Application Form
  - OSB application form
- Supporting Document
  - W9
  - Letter of appointment (if applicable)
  - 501(c), letter of support (if applicable)
- Checklist
  - Make sure you sign the application and attach all the required documents.

# Project Narrative/ Proposal

- Executive Summary
- Project Proposal
  - Detailed description of your project
- Potential Barriers
  - How project aligns with state plan, DE goals and objectives
- Intended Outcomes and Metrics
- Measure Impact and Evaluation
- State of Experience
- Community Engagement/ Partners
- Implementation plan
  - Timeline
- Funding Scope & Budget
  - Technical specifications

# Things to keep in mind

- Provide the most accurate person of contact information
- All the fields on the Application form are required unless identified as (if applicable)
- Applicant name on the application must match the name on W9
- Provide EIN, UEI and DUNS numbers
- Checklist

# Tentative Timeline

Program Timeline 2025	# of Days	Agenda
February 3- March 31	60	Digital Equity Capacity Interest form
April 1- April 30	30	Finalize the Capacity Program Guides & applications
May 1- June 30	60	Release the NOFA
August 18- August 31	15	Curing Applications
September (tentative)		Announcing the awardees
October (tentative)		Implement Capacity Programs

# Reporting Metrics- Data Collection

Be prepared to collect data when planning a project

Report are due quarterly based on fiscal year

Metrics to collect

- a. Total number of people served
- b. Number of covered population served
- c. Demographic information
- d. Accomplishment & Community Insight
- e. Obstacle lesson learned



# Metrics measurement- Federal Guidelines

## Covered Population as defined by federal guidelines and COMAR regulations

1. Individuals who live in Covered Households (defined as households with income from the most recently completed year of not more than 150% of the poverty level);
2. Aging individuals;
3. Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility;
4. Veterans;
5. Individuals with disabilities;
6. Individuals with a language barrier, including English learners and those with low levels of literacy;
7. Individuals who are members of a racial or ethnic minority group; and
8. Individuals who primarily reside in a rural area.

# Metrics measurement- Federal Guidelines

Impact as a result of Digital Inclusion effort

- i. Economic & workforce
- ii. Education
- iii. Health
- iv. Civic & social engagement
  - Social media, news, religious engagement
- v. Delivery of essential services
  - Government services, paying bills, banking, etc.
- vi. Others

# Available resources

- Website: [Office of Statewide Broadband](#)
  - Asset Mapping Survey
  - [DE Capacity Interest Form](#) (Due by March 31)
  - Community resources
    - [Broadband POC](#)
  - Grant Programs
    - Digital Equity
    - Infrastructure/ Broadband
  - Data Dashboard & Maps
    - Broadband HUB
  - State Plan
    - Broadband Plan
    - [Digital Equity Plan](#)
  - Latest News
  - Contact Info

# Contact Us

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